

Pierce Diversity Committee
Meeting Minutes
October 08, 2020; 1:15pm – 2:15pm

Attendance: Maria Bates, Shira Ben Ami, Sierra Bledsoe, David Chhith, Lara Conrady, Mita Desai, Michael Gend, Michael Habata, Mario Macias, Jeremy Mason, Pauline Pham, Brian Pierson, Marcy Portillo, Denis Pra, Meagan Truxal, Lisa Valdez, Claudia Velasco, Abigail Watson.

1. Called to Order: 1:18pm

2. Check In:

- a. Went around and discussed how we are all doing

3. Approve Agenda

- a. Jeremy motioned, Meagan seconded

4. Approve Minutes from September 2020

- a. Jeremy motioned, Abby seconded

5. Old Items:

a. Cultural Calendar

- i. Calendar is up and running on the Diversity Committee P-share website with all known events and holidays through end of the year added.
- ii. Please email Michael Habata if any events need to be added.

b. Newsletter:

- i. Maria and Sally will be working on the newsletter.
- ii. Planned release of February 2021. Maria will send a draft out to the committee in December.

c. Instagram account

- i. We have been building our following, however Mario and Sierra would like to post more to get more awareness.
- ii. They would like to expand posting to include anything related to diversity, equity and inclusion and reposts of reliable content – not just event information.
 - 1. Ex: posting information about the Armenian/Azerbaijani situation.
- iii. Shira (guest from ASO) would like to work with us to create information about the growing anti-Semitism in the US. The library is working on an anti-racism guide. Mario suggested he could add information on anti-Semitism.
- iv. If anyone would like to help with the Instagram page, please contact Mario.

d. Armenian Heritage Month

- i. We have not heard back from Dr. Gaga regarding ASA events.

- e. Hispanic Heritage Month (September/October)
 - i. ASOs event was very successful. They incorporated virtual Loteria game, and had really good dialogue between faculty, staff, and students.

6. Multicultural Week (October 27 – November 1, 2020)

- a. Flyer
 - i. We will add the information for the final OBOC (October 30 @ 1pm) event to the Multicultural Week flyer and incorporate it into our programming.
 - ii. Michael Habata asked that the flyer be finalized and emailed to him by Monday, October 12 so he can send the information out for promotion.
 - iii. We discussed adding short video clips to the flyer so it's more interactive/engaging for students. Also discussed adding the video clips to the Instagram posts instead of the flyer.
 - iv. Suggested making the day/time format uniform for all events. Mario will adjust this.
 - v. Suggested adding the year to the flyer. Mario will add.
 - vi. Suggested adding hyperlinks for each event to the flyer (in addition to the link to the website that has all programming information) to make it as easy as possible for people to access.
- b. We will be able to generate a registration list and an attendance list. This can be used if professors want to give extra credit.
- c. Michael Gend will not be able to attend Tuesday's event, so he will need an alternate host.
 - i. Meagan will meet with Gend to get an overview of the Webinar functionality.
- d. Michael Habata has been working to make sure Cadence will be able to get paid on time. He needs one more form (Service Agreement) that Jeremy has to get from campus.
- e. Tasks:
 - i. ASL interpreters: Michael Habata emailed two ASL professors asking for student volunteers but has not heard back. Lisa suggested emailing Carlos Rosas (DSPS) for assistance, as well as using the CSUN listserv to inquire about volunteers. Lisa will email Michael the CSUN Listserv info.
- f. Moderators:
 - i. We discussed the need for moderators. Zoom Webinar has more security.
 - ii. There is a Q&A function where attendees can type questions in that can be used for a Q&A portion at the end.

- iii. For a more interactive experience, we can pull attendees in as panelists to have a dialogue. We will need to activate the raise hand feature, then activate the camera and mic as necessary.
- iv. Meagan and Michael Gend will get together to train on Webinar.
- g. Discussed switching over to a regular Zoom session to allow for more audience participation. If we do go back to regular Zoom, we will need to have more monitoring to make sure people don't switch their cameras and mics on.
 - i. Michael Habata will reach out to the presenters to see what they would prefer.
- h. Discussed the need for counselors at the event to talk to participants in case anything is triggering.
 - i. Meagan will reach out the Beth in the Health Center.
- i. If you will be participating in the event as a panelist/moderator, send Michael Gend an email so he can add your name to the list.

7. Announcements:

- a. If anyone knows about P-Share calendars, please reach out to Meagan. She is trying to color code the calendar. Lisa suggested going to a drop-in appointment with the Pierce Online Faculty Resource.