October 1, 2020, 10:30 am - 12pm, Zoom

Attendees:
Gwyneth Packard, Joel Llopiz, Catherine Walker, Veronique LaCapra, Julia Westwater, Kayleigh Griffen, Julia Middleton, Todd Kohn, Stephanie Madsen, Julie Huber, Aleck, Paris Smalls

Guest:
Danielle Fino

Absent:
Leah McRaven, Vivane Menezes

Minutes:
1. Guest Presentation, Danielle Fino - WHOI Communications Collaborations
   a. Daniellle thoughts
      i. Passionate about DEI being brought to light in communications and marketing efforts
      ii. Reach out to Danielle Fino if we see any missteps
      iii. Communications has a New Heights charter school partnership
      iv. Communications is working to increase representation of diversity
         1. Making an effort with Ocean Encounters
      v. Can hire freelancers, portray stories - just help communications identify opportunities
      vi. For event/ social media promotion:
          1. social@whoi.edu - Specific to social media
          2. media@whoi.edu - PR
   b. Action/ Feedback/ Conversation
      i. If a message is going out to WHOI community regarding DEI, CDI is willing to help
      ii. CDI Events - appreciates communications taking feedback
      iii. CDI Academic Recruitment - for K-12 partnerships
      iv. Specific groups, just reach out to communications and extend the invitation to join them on efforts

2. Joel & Gwyneth met with Peter de Menocal
   a. CDO is biggest goal for him
   b. Other ideas/thoughts from Peter
      i. Hiring practices at WHOI
      ii. Departments and groups have their own committees for DEI stuff
      iii. As a chair and dean he has done work for DEI
   c. Capital campaign is a good chance to raise DEI funds, also the “President's” fund
   d. Action items
i. Peter wants a prioritized to do list, incorporating across the institution feedback on what we are doing
   1. Digest the charges
      a. Robert - Vero & Kayleah
      b. Post doc - Gwyneth & Vivianne
      c. JP - Julia M & W
      d. SciSec & Tenure - Joel & Catherine
      e. Tech Staff - K & Gwelyth
   2. New charges:
      a. Women's committee

3. The role of CDI
   a. Food for thought
      i. What populations are we serving?
         1. Some examples are: Protected populations, international, glow, gender, race, veterans, abilities
         2. Do we pick up where there is an absence?
      ii. Who should come to us, when?
      iii. How can we make ourselves available to help?
      iv. How can we make ourselves useful in the background?
      v. What do we mean by diversity, equity and inclusion?
      vi. How do we interface with other committees?
   b. Conversation
      i. We would like leadership to clarify expectations of us & them?
         1. Senior leadership, D&I council, trustees, CDI
      ii. DEI Report card
   c. Action items
      i. Defining our role
         1. CDI will work to define its specific role

4. CDI Working Group updates
   a. Events
      i. Accomplishments:
         1. Ocean encounters
         2. Engaging with 2-3 other large events
      ii. Next meeting:
         1. October 9, 11am, zoom
      iii. Tasking:
         1. Work with Danielle on event guidelines
   b. Messaging & Implementation
      i. Accomplishments: refocusing
         1. Newcomers corner
         2. Engage new arrivals
         3. Prep & publish slide decs
4. DEI trainings
5. Headlines blurbs
6. Institutional website comparative assessment

ii. Next meeting:
   1. not yet scheduled

iii. Tasking:
   1. Institutional Statement on DEI efforts
   2. Land acknowledgement on WHOIs website

   c. Resources & Metrics
   i. Accomplishments:
      1. Todd with Kathi, dashboard for Peter on DE&I breakdown
      2. immigration seminar
      3. assessing other organizations websites
   ii. Next meeting:
      1. not yet scheduled

   d. Academic recruitment
   i. Accomplishments:
      1. Working subgroups!
         a. Faculty Recruitment
         b. Student Recruitment
         c. Undergrad, HS and lower (education)
         d. Newsletter
   ii. Next meeting:
      1. 3 weeks, also all subgroups will meet before then

   e. Community Outreach
   i. Accomplishments:
      1. Database of outreach & community connections we already have

5. Other DEI updates
   a. Tension within the International Committee at WHOI
      i. Alec
         1. Feedback
            a. Unwelcomeness of international community during COVID/ political environment
            b. Visa issues
         2. Action
            a. Sheron & YT joined CDI subgroups
            b. Survey international community to gauge concerns
               i. Aleck and Andrew Dailey to make
               ii. WCC may be able to help
            c. CDI define diversity
   b. WCC Survey
      i. WCC is starting to gear up for new Workplace climate survey
ii. CDI should try to add to it, what would members of institution actually buy into

c. Dress codes at Sea
   i. WCC is taking lead, Anette has been working this issue (sexual harassment training). Leah is taking point for CDI.

d. Maury Ln
   i. Facilities is working with the town