Meeting Minutes 10-7-2021

Agenda:

Welcome to new members and thanks to departing members!

Transition
  Terms
  New members
  New working group leads
  List of resources that need to be reassigned - emails/google drives/etc

Forms
  Kayleah created forms for input of
    Individual DEI efforts
    Calendar entries/event details

Event idea - Gwyneth suggesting CDEI sponsor
  Lunch and learn style event for making information more accessible
  Possible tutorials:
    Explaining alt text
    Capitalizing hashtags
    Captioning available on slide presentations - eg. powerpoint
    Making documents accessible before/during meetings
  Potentially co lead this with other committees
    WCC?
    CDEIO?
  Point out resources in Resource Library

Responding to Erin Fischell's resignation
  Institutional response
  Joint program/Post-doc response
  Departmental responses
  Committee's collective response
  CDEI response

Notes/Minutes

- Lunch and learn idea (Gwyneth)
  - Natalie looking for funding for increasing accessibility
  - This would sort of launch the larger effort
  - Amy Bower happy to help
  - Gwyneth and Steph to work on; they can recruit others maybe
- Summarized working groups for new members
- Discussed plans for next meeting to plan next steps for WGs
- Homework: think about WGs and how you’d like to be involved or what could be done
- Summary of Erin Fischell’s resignation and response
- Discussion turned to evaluation process, especially for PIs and Senior Scientists. Surprisingly, there are differences among departments in performance evaluations.
  - 360-deg evaluations are used elsewhere, but not WHOI.