

CDEI monthly meeting, 3 June 2022

Agenda

- Welcome and/or hello again to new members
- Reminder: With Kayleah having stepped down, call for interest in becoming a co-chair by any committee members. Ideally, not a scientific staff member (someone who can represent the technical or administrative staff)
 - Email Joel and/or Catherine if you're interested in becoming the co-chair!
- We would like to find a new CDEI representative for the DAC (this used to be part of Kayleah's role). Is anyone interested in taking this on? Or, have ideas on how to fill this role (sub-group of a few people if no one can make the time commitment, etc?)
 - Role description: The Diversity Advisory Committee (DAC) of the Woods Hole Diversity Initiative (WHDI) includes volunteer members from each of the six WHDI institutions and meets once a month (~9 to 10am on the first Friday). DAC serves as a forum for exchange of information and coordination among the WHDI institutions and other groups from the Woods Hole/Falmouth community on DEI efforts. DAC also provides support to the WHDI leadership in formulating priorities and budgets for the WHDI, and organizes WHDI activities including Black/Hispanic/Native American History/Heritage celebrations, Juneteenth, and the annual Jerald Lecture.
 - Expected commitment is 1 hour/month minimum, plus time contributing to whatever initiatives are of interest. Depending on what other initiatives of interest the DAC representative takes on within the DAC, it is estimated that the average DAC member spends 2-3 hours per month on DAC related activities.
 - Someone on messaging team can prepare the headline; have it checked by Natalie
 - Natalie Nevarez and Meg are points of contact
- Working group updates:
 - **Academic Recruitment:**
 - i. Alia sent some stuff about Broader Impacts to add to the AR page on the CDEI website
 - ii. Natalie, Kama, Julie and others are meeting next week to discuss Ambassador program to undergraduate institutions
 - **Incubator Group:**
 - i. No updates; somewhat focused on housing
 - **Messaging**
 - i. Headlines and Website Refresh are continuing per usual
 - ii. FCTV collaboration moving forward, could be good to get some feedback on this
 - iii. Adding 2-3 more bulletin boards in June/July
 - iv. Natalie is moving the Life@WHOI proposal forward
 - Met with Creative last week, will provide a quote soon

- Victoria Smith works in Development and may be able to assist us with camera work
- **Events:**
 - i. Hispanic heritage month planning for Fall: Salsa dance lessons and potluck in September at MB; Movie night in October; PEP participants doing a panel
 - ii. Native American heritage month, planning underway
 - iii. Kelp Potluck
- **Community Building:**
 - i. Updating database of community efforts as new inputs come in, usually new entries come in whenever WHOI community is reminded by Headlines request to enter details!
 - Reminder, this database is semi-private, i.e., it is not posted publicly, but ok to share if asked for info (so if anyone asks “hey, has anyone worked with XYZ?” Then we can get them that info without them having to reinvent the wheel.)
- **Housing?**
 - i. Sheri and I will be co-chairing an open community housing meeting on the 10th of June
 - ii. Actively iterating on our agenda
 - iii. We have coordinated with senior admin
- Any other updates (ex officio members, CDEIO, any other member, DAC update (Kama),
 - DAC: [Juneteenth lecture at MBL Lillie](#) (17th); Jearld lecture (July 27th); co-sponsored events (with CDEI) upcoming; WH Business Assoc participating in activities to welcome PEP students (some businesses even participating in bias training)
 - Julia: CPO search update (ad is out; deciding on key attributes, input welcome;
- Concerns, questions, discussion/any other items?
- Status of Ogletree report, Natalie’s Strategic Action Plan?
 - Natalie update: JEDI Slack meeting regarding organization and admins; strategic plan exec summary being presented to Sr leadership and trustees soon, working on funding some of the initiatives in it; Ogletree readout in late June;

Items raised in meeting

- 7th grade teacher visiting (Dawna Garvin) for the month (RET, with McGillicuddy)
- Summer undergrads are arriving