



CCE Diversity Equity Inclusion Committee Meeting Minutes

Date: August 24, 2021

Attendees: Brian Stoltz, Reina Buenconsejo, Bil Clemons, Paolina Martinez, Scott Cushing, Kim See, Stephanie Threatt, Kyle Virgil, Elyse Garlock and visitor Kim Pham Absent: Janny Manasse

Item 1: Approval of the Meeting Minutes for Posting

Subitem A: Approval of May 19th meeting minutes.

- It would be beneficial to be able to further breakdown the URMS. One of the tenets of the BSEC petition was disaggregating the categories for the URMs. It could be 13 Latinx people and one black person. Request CCID input on the information and how to keep the data information without knowing a person's identity. Report that information and keep a balance for future use.
- Lindsey Malcom-Piqueux at CCID is working on ways to disaggregate data that data information at the institute level.
- Have Lindsey come as a visitor to one of our meetings this year.
- On the BBE Diversity Page – They have demographics broken down fairly incrementally by ethnicity as well.
- Otherwise, the rest of the minutes are approved.

Decision: Minor modification will be made to the minutes per the discussion

Next Steps: Invite Lindsey Malcolm Piqueux to one of our meetings this year (September 23, 2021).

Item 2: Annual Report from CCE DEI

- Thank you to those who made comments on the DEI Annual report. Elyse sent it to everyone. We tried to include all the excellent detailed comments we received. Does anyone want to see a final version of the report again before it is sent to Dennis?
- There is still a long way to go, but it is good to review what was accomplished over the last year.

Decision: Report sent to the committee for one more review.

Next Steps: Final to be sent to Division Chair

Item 3: Updates from Committee News:

Subitem A: Futures Ignited Update

- Future Ignited is happening on October 2, 2021. Theo Agapie is taking the lead again so if there are any questions or you want to participate contact Theo.

Subitem B: FSRI and GSRI

- FSRI students are pleased and excited to be on campus. It is full swing right now.
- GSRI students arrive on September 8.
- There were a good number of WAVE students this summer.
- CGSC reports that there is interest in doing a town hall meeting similar to what was done last year. This would be more focused on receiving an update to what has been done already in terms of the division initiative as well as what we should do going forward. A number of people are not sure what has been done and what needs to be done in terms of getting new students involved. Futures Ignited and Caltech Shines numbers would be helpful.
- The Annual Report will give you a good overview of what has happened this last year when setting up the focus on this years Town Hall. In terms of numbers, for Future Ignited, Candace Rypisi would have those numbers.
- For Caltech Shines – there will be some legwork to do to find out the actual numbers.
- We do not have a date yet for the town hall meeting. We were thinking of sometime in November/December. More time to prepare.
- It sounds like a good idea and a two-part series. Are you doing the trainee/orientation for first year graduate students this year?
- CGSC are working on a date with Alison for this year. The responses from last year were all positive.
- Keep us in the loop regarding the CCE Town Hall meeting and let us know how we can be of assistance.

Decision: Approve plan for CCE Town Hall meeting in fall quarter.

Next Steps: Support effort to implement a CCE Town Hall meeting.

Subitem C: Funding for conferences (see attached email from Claire Ralph)

- The e-mail proposal is for the creation of a centralized place for funding support for graduate students who wish to attend DEI conferences (e.g., NOBCChE or SACNAS). Claire who heads the CAEL, which was previously the Career Development Center, is running this program. The request is whether CCE will commit funds to this centralized program.
- Currently, we do not have clarity as to whether or not we will receive additional funds for this year. For this year all the conferences are still virtual, so there is only the cost of registration.
- Is there a reason why we cannot fund our CCE graduate students for these conferences as BBE is doing?

- Why should we have someone else choose the CCE students to attend the conference? Sending students is costly. We might prefer to have the finances given to CCE students directly.
- The CAEL already has the track record plus they have the time to review prospective attendees to the conferences. It would essentially take the burden of making decisions away from the faculty and the division.
- Removes our own bias when choosing the graduate student.
- DEI conferences, students go for their own career development. These are conferences are life affirming events. I believe we can trust Claire on how she would structure the process. In addition, CCID would assist if any issues would arise.
- What is our funding amount? We need to know what we will have to work with before we could allocate funds for CCE students. It will be important to make the points succinctly to the Division Chair.
- In the interim, is there any way we can fund student's registrations for the virtual conferences they are interested in. Will it be okay if I do flyers to inform CCE grad students about the conferences for this year since they are coming up shortly?
- Yes, for this year, the registration funds for virtual conference. We have the funds support registration fees.

Decision: Create flyers announcing funds for registration fees available for virtual conferences coming up this fall.

Next Steps: Further discussion with the CCE Division Chair regarding the CAEL Proposal.

Item 4: Diversity Spotlights for Seminars:

- DICI and CGSC are proposing a new tradition with the department seminars and talks. Before every talk there would be a diversity spotlight or safety moment. Other institutions, such as The University of Minnesota have this type of spotlight in place.
- Here is how the proposal would be implemented.
- #1. Before every talk, there would be an option to have a diversity spotlight or safety moment.
- #2. Both are a 1-slide, 2-5 minute presentation on safety or diversity.
- #3. The safety moment could be general or field specific, e.g., hazards (sharps, trips, laser safety), fire explosion, cable management, weight danger, etc.
- #4. The diversity spotlight would be something that is important to the presenter, e.g. right of people (native Americans, trans folks, Apida+, queer identity, BLM, etc.), learning accessibility, tools, resources, or information about diverse founders of the field.

- #5. The guest speaker would be given to option of presenting this themselves or requesting the student host to present on their behalf.
- The idea is that you open the conversation.
- If the seminar speaker doesn't feel comfortable implementing it first and access it every time in order to eventually make it easier.
- This D&I moment at the U. of Minnesota. Highlighting a diversity figure in a particular field and this other one which was highlighting a website.
- Basically, one slide a couple of minutes, highlighting. My thought is to start with our local seminars and research groups, prior to moving into the larger seminars. I do not want to uproot the seminar talks. UC Berkeley also does this; they request a story from the speaker in how they relate to Diversity, Equity and Inclusion.
- The idea was to put the burden on the Caltech person, whoever is hosting the speaker. The Caltech person would organize it. We thought it would be good to start it with a CGSC and then eventually accepted by the CCE community at large.
- For several years now, I have begun my talks by sharing my history of being black in America. It may be at the expense of my research because I talk about DEI, but at some point, we either do it or we don't. I believe we should do it.
- I realize that when I talk about slavery to an audience not expecting it there may be discomfort, however, I do get positive response from people, of course there are always who don't say anything.
- I think we can be thoughtful and allow people to humanize. Some people will be excited about of it and there will be those who will not want to do it, which is the responsibility of the visiting speaker.
- This is good because the person can speak to a story that is important to them. It could be at the beginning or the end and as long as it is the speaker's choice.
- I see what the concern is with someone else speaking at the beginning of a visiting speakers talk. A talk before a talk. It would be more satisfying to hear from the speaker themselves with their views on various issues of concern to them.
- It is important to keep humanity in science. The first slide will be for the speaker to determine.
- The U of M. told me about their safety moment in their invitation letter when I spoke there.
- Who do we contact for the division seminars?
- Each CCE Seminar Series has a faculty chair of that series, and their assistant sends out the invitation to the prospective speaker with the information.

- Action item for the CGSC would be how you want to implement this. If there is a differentiation for our internal and outside speakers. For the outside speaker come up language to put in the invitation letters.
 - We can talk about it, and I can take it to the division.
 - I think before we present to the division, that it is critical that we have the wording exactly the way we wanted it prior to presenting it to the division.
- Decision:** CGSC to work on the wording for the invitation letters
- Next Steps:** Review the wording and implementation prior to presenting to the division. We will discuss again at the September meeting.

Item 5: Other Business: Visit Weekend, Caltech Shines, CCE Newsletter, New Committee Member:

Subitem A: Visit Weekend, Caltech Shines etc.

- For the previous visit weekend and Caltech Shines there was an informal for organizing with Latino and BESAC to have current grad students of color to reach out new prospective grad students of color. I was wondering if it is something to do it internally in CCE, but I would need a list of those people who identify as black and Latino or Latinx. I can connect with current students to reach out to new students of color.
- It sounds like a great idea. For Chemistry it would Alison to contact for that information. Chem Eng and BMB option people can also assist if it is something you want to do on those visit weekends.
- For the visiting weekend, I will need to know how to handle the data and whom I can share it with.
- If you have the current student and how you want to share. Ask Alison directly.
- For Future Ignited you would need to contact BMB and Chem Eng.

Subitem B: New Committee Member

- One of the action items from last time, which was there was no representation from ChemE on the committee. However, we have asked Julia Kornfield to be on the committee. Welcome Julie!

Subitem C: CCE Newsletter:

- We are doing a CCE Newsletter, and I am currently inputting information. I would like to post updates. I have reached out to DICI, WIC, CCID etc. We are looking to get it out there by the end of September and will be including material from our Annual report. If there is anything you want to include, please e-mail me.

Decision: N/A

Next Steps: N/A