



CCE Diversity Equity Inclusion Committee Meeting Minutes

Date: December 14, 2021

Attendees: Brian Stoltz, Bil Clemons, Scott Cushing, Julie Kornfield, Reina Buenconsejo, Kyle Virgil, Stephanie Threat, Paolina Martinez, Janny Manasse, and Elyse Garlock. Absent: Kim See, Lindsey Malcolm Piqueux

Item 1: Approval of the Meeting Minutes for Posting

Subitem A: Approval of November 1 meeting minutes.

Item 2: Updates from Committee News:

Subitem A: CCE Demographics.

- We received the CCE Demographics data from Lindsey Malcom-Piqueux, which mirrors the layout of the demographics on the BBE DEI website.
- The data includes 2021 students (undergraduates and graduates) with postdocs and faculty. 2020 and 2019 data are also included. Currently, the CCE plan is to add the data for each new year. If the other divisions follow suit, then the data will be available for all of Caltech.

Subitem B: CCE DEI

- The committee decided to keep the name CCE DEI since it is recognized by everyone in the division. If IDEA takes off, we will review our decision then.
- Lindsey has been invited as a permanent guest on the committee. Her willingness to participate is appreciated.

Subitem C: Other Updates – PDC, DEI Moment Proposal, Funding Update

- Currently the PDC is working on several items that will be important for the committee to be aware of in the future.
- A DEI Moment in my Chem E103 – Energy Transport, featured an apartment complex that was built in the 1950's for Black and Latinx workers that has not been well maintained and the apartments are extremely hot. Several of the students are interested on doing a summer project to help mitigate heat uptake during the day and dislocate heat release at night. Is there any CCE summer outreach for students to work on such a project that is related to their career trajectory? This would be a great way to benefit the community with the science and design background of our students.
- Put together a proposal and submit it to the committee.
- Funding update, we met with a potential donor for our DEI efforts that would be for \$75,000. It is still a work in progress.

- Janny Manasse will be leaving Caltech as of January 7 and will be missed. We thank her for all her funding efforts on behalf of CCE DEI.

Decision: N/A

Next Steps: N/A

Item 3: CCE Town Halls Discussion

Subitem A: First Town Hall

- Both Town Halls were organized by the CGSC DEI Subcommittee. Kim Pham did a great deal of work to organize them. The first town hall revisited much of what was included in the CCE DEI review of the last year's work.

Subitem B: Second Town Hall Breakout Group Discussion

- Some student leaders found the turnout disappointing because it was largely people that usually attend. It was good to see the number of staff that participated. The breakout groups worked excellently
- The two graduate students in our retention focused group shared the issues, concerns, and anxiety they experienced in their first years at here. Validate common student struggles by creating opportunities to share stories from current students to incoming students.
- The size of the turnout (approximately 60 attended) compared to the size of the division (600) is a small portion. This points to a larger concern in terms of DEI work and the way it ebbs and flows. Due to the BLM movement, there was high energy on campus, but when the national discourse level dropped, the energy on campus began to fall. When the President and the institute commit to DEI changes; how do we hold the institute to account in actualizing those the changes? How do we generate talk within the division that motivates people to be involved by creating better advertising?
- There were talks about alternating a DEI Service Day with Safety Day. Should DEI day be mandatory? Many resent mandatory safety days and I would not want to create any animosity to DEI if the day was mandated. Would it help or hurt?
- Perhaps strongly encouraged and if it is at a consistent time each year or every other year, people can look forward to it. It is important to hire a professional to look at our ideas and see how viable they are because there are professionals that have dedicated their lives to DEI work. Should the dedicated professional be through CCE or CCID hired to guide CCE DEI? How do we allocate the time, and could this be someone that would work with BBE as well to balance the cost?
- It is important to note how lean our CCE staff is now and then to add a full time person as well. Why not put the support to the CCE faculty and students already doing DEI work. There should be some compensation for the grad students and postdoc's time. Is there any way to assist student leadership?
- Initially, when we began the Caltech/Drew mentorship program, we used incentives, but the students did not want to be incentivized. Perhaps awards for their work. Money for awards is becoming more important.
- In terms of faculty work in DEI, when it comes to tenure time it would be good if it was at least appreciated. The DEI work would be better if it were shared by more faculty if there were equity. However, Caltech has so far not valued teaching or DEI work. Money through award in our current climate is

important. Is there funding for leadership positions and is that something the community would fund? Currently the answer is no. we have some amount of money.

- At my undergraduate institution, we voted the student body president, vice-president and secretary positions to be paid positions. It opened those positions up to people with lower funds. If there were stipends or annual grants or something similar here, it would help. GPS has started offering credits for outreach work. CCE could consider that as a possibility. Course credit that your salary is paid for a quarter, like a T.A. The work is benefiting Caltech. Compensation for work.
- You are doing work that benefits Caltech and CCE. It does depend on the time commitment. In terms of faculty, the time they put into DEI efforts would offset the time they would put toward a grant proposal. DEI work is not without a cost. The conversation in our promotion group was having a dedicated staff person within CCE. To organize and manage DEI efforts within the division. Assisting the student organization and utilizing alumni to participate. It is important to have a person dedicated to CCE that connects to CCID instead of the other way around. It gives you a different perspective.

Decision: N/A

Next Steps: N/A

Item 4 Initial Responses from the Climate Survey

- It was a great deal to digest, perhaps as we drill down it will become clearer. Among all the groups, it was disheartening the lack of opportunities for staff advancement within the organization.
- The previous conversation on compensation and ways to make DEI work on campus is constructive. I missed the survey reveal, but a person in BBE noted that there was a desire among some respondents for the campus to go back to the way things were to not focus so strongly on DEI things, just meritocracy.
- It is important to have a dedicated DEI professional due to the work that is required to be effective. CCID is overburdened and needs more funds.
- I missed the sentiment on going back and we are up against those ideas. CCID needs more people and funding to have a person dedicated to diversity at the division level.
- It will take time, but in the short-term hiring a consultant to review our goals, make recommendations on how to reach the goals or change our goals. Important to keep motivation up. What processes will assist in achieving our goal goals? What institutional changes need to happen?
- We need to articulate efficient next steps, so the process arrives at the right outcome and that people are willing to accept the assistance. Unified goals would be very helpful. It is important to implement goals and make the most of the changes because a change in division leadership could alter the support for DEI efforts.
- It is important to put context into the discussion, I have been at Caltech for a number of years and the institution has transformed over the last five years from what it was before. Feeling a sense of urgency is important and we should all feel it, no resting on accolades. Change is typically very slow, but at Caltech it has been remarkably fast. Those who remember 20 or 30 years ago would not recognize the DEI committee. It is

important to have context. We are in a wait and see time, the goal of the climate survey was having a base line from which to work. To summarize, CCID is overburdened and a professional liaison for CCE and perhaps BBE would be an active connection with CCID.

- For the Townhalls to work we need to schedule in advance. This year was too late and people were double booked. It needs to be put on the calendar in advance.
- For our DEI advancements to be sustained, the hired professional position needs to be long-term requiring the commitment of money. Need to hold ourselves accountable defining our goals and meeting them or see how they need to change. What if Safety Day was split between DEI and Safety?
- Strategically how to move forward, should this be discussed at the PDC and request liaison support for CCID from the institution? I suggest contacting Lindsey to see what she thinks of the idea. It would be a great discussion for the PDC as well. A liaison is not new to Caltech because I believe EAS just appointed a liaison and GPS had one, I believe.
- Having a format to present the CCE graduate student stories. If we present something on safety day that features the actual CCE stories so that people begin to understand why we are trying to make our environment equitable.

Decision: N/A

Next Steps: N/A

Item 5: Thoughts for 2022 and other business:

- We have already spoken about numerous items for 2022. Is there mandatory bias training for faculty who serve on search committees?
- At other institutions industry standard, it is best practices and mandatory.
- No there is not. could it be standardized?
- I spoke with some of our GSRI students, and I am reminded of the hardship if you support yourself. I understand that there are funds. Since CCE discretionary funds for students who are coming to Caltech. It would be no question asked. We would need to have some way of knowing that the need exists. It is an interesting idea and how we could best implement it?
- It seems very germane to support of those who are not only supporting themselves but possibly family members. CCE has not been sensitive to that situation.

Decision: N/A

Next Steps: N/A