

**Inclusion & Engagement Committee Meeting**  
Tuesday, October 22, 2019 ~~~ Louisville, KY Room M116  
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**Present**

[Michelle Smith Ware](#), Chair (2017-2019) University of Notre Dame (Region 5) (2013-2020)  
[Locksley Knibbs](#), Incoming Chair (2019-2021) Florida Gulf Coast University (Region 4) (2017-2021)  
[Carol Pollard](#), Immediate Past Chair (2015-2017) University of North Texas (Region 7) (2012-2019)  
[Amy Korthank](#), Chair ELP-AB, University of Iowa (Region 6) (2018-2020)  
[Monica Jones](#), Collin College (Region 4) (2017-2019)  
[Ahmad Sims](#), Tennessee State University (Region 3) (2018-2020)  
[Ivette Barbosa](#), IUPUI (Region 5) (2018-2020)  
[JP Villavicencio](#), University of Wisconsin-Whitewater (Region 5) (2016-2020)  
[Autumn Grant](#), Wheaton College (Region 1) (2019-2021)  
[Quentin Alexander](#), Longwood University (Region 2) (2019-2021)  
[Leonor Wangenstein](#), University of Notre Dame (Region 5) (2019-2021)  
[Lorna Hamill](#), University of Washington (Region 8) (2019-2021)  
[Tracy Pascua Dea](#), St Mary's College of California (Region 9) (2019-2021)  
[Jill Putman](#), Colorado State University (Region 10) (2019-2021)  
[Sarah Maddox](#), Colorado State University (Region 10) (2019-2021)  
[Leigh Cunningham](#), NACADA Executive Office Liaison

**Guests:** Karen Archambault (President), Erin Justyna (Vice President), Oscar van den Wijngaard (Board of Directors), Jessica Staten (Task Force co-chair), John Sauter, Jewel Mosley

**Absent**

[Wanda Reyes-Dawes](#), Manchester Community College (Region 1) (2018-2020)  
[Jonelle Golding](#), Michigan State University (Region 5) (2016-2020)  
[Joshua Adams](#), Texas Woman's University (Region 7) (2016-2020)  
[Mark Nelson](#), Oklahoma State University (Region 7) (2015-2021)  
[Mehvash Ali](#), American University of Sharjah (International) (2017-2019)  
[Wendy Schindler](#), Gateway Community & Technical College (Region 3) (2017-2019)  
[Vonetta Hardy](#), University of Alabama at Birmingham (Region 4) (2019-2021)

**Discussion Items**

- Michelle welcomed committee members and asked guests to introduce themselves
- Michelle went over the role of the IEC (charge included in the agenda)
  - *The role of the Inclusion and Engagement Committee (formerly known as the Diversity Committee) is to make recommendations regarding inclusion and engagement issues within the Association. The committee reviews the status of inclusion and engagement within the organization, recommends methods for enhancing practices, and advises on how the association can better meet the needs of its diverse membership.*
- Agenda intention: determine which (if any) of the following initiatives / subcommittees will continue in the coming year (and who will work on them)
  - **Conferences Subcommittee** – Mark Nelson (chair), Wanda Reyes-Dawes, Jonelle Golding, Autumn Grant  
**Charge:** Develop a presentation, webinar, and/or documents focused on the development of inclusive proposals, presentations, and practices for Association conferences.

- Since Mark was unable to attend, Michelle led discussion, which focused on feedback of the use of mics at the conference. Although wireless mics were available in every presentation room, many presenters still did not use them. How can this group encourage/support training/culture change to get everyone to use the mics? Ideas: put it in the evals, put signs and/or check-lists on podiums.
  - Michelle noted that the issue of land recognition at conference opening has been raised.
- **Structural Review Subcommittee** – Michelle Ware (chair), Amy Korthank, Josh Adams, Ahmad Sims, Carol Pollard, Autumn Grant
  - Charge:** Work with Administrative Division Reps, advisory boards and committees to effectively communicate advisory board and committee goals, tasks, etc. associated with SG #4 across the division
  - Michelle discussed her confusion about NACADA structure issues.
  - Jill Putman shared her frustration with the committee’s charge. She didn’t realize when she joined the group that its charge is primarily advisory and much of what she had hoped to see accomplished can’t be done solely under the committee, but requires partnership with other association entities (and in some cases can only be recommended to other entities). For example, she thought the committee would be able to make changes at conference that she has now learned have to go through the Annual Conference Advisory Board and/or AC planning committee for consideration and/or implementation. Admad shared that he had the same misunderstanding of the group’s role.
  - Quentin Alexander mentioned a book about higher education structure that he feels would be beneficial for the group as a common reading. He will send the title and author information when he returns home.
- **Data Subcommittee** – JP Villavicencio (chair), Jonelle Golding, Mehvash Ali, Ahmad Sims, Jill Putman
  - Charge:** Review data obtained through the Minding Your Business (MYB) survey and provide recommendations to the Administrative Division Reps based on survey findings.
  - Update from JP: he was able to connect with Wendy Troxel, who explained that the MYB survey did not produce valid data, so the new Task Force is going to look at what they can glean from it before further sharing.
  - Karen Archambault (outgoing President and meeting guest), who appointed the Task Force, explained her intention for it. They will glean what they can from the MYB survey, as well as the Region Review data and the PDC gap analysis, to develop themes and recommend action. Results of the Region Review and PDC gap analysis will not be available until after the Board reviews their reports at Mid-Year meetings.
- Time ran out, so Locksley will pick up discussion of which of the above initiatives will continue and who will serve after returning home
- Agenda item that there was not time to address: Identify/Finalize **GOALS 2019-2020** (and if any new subcommittees will be needed to address them)
  - **Leading Light Global Award** - The Leading Light Award is presented annually to a NACADA member in recognition of significant contributions to diversity within NACADA: The Global Community for Academic Advising.
    - Locksley wants this review and development of nomination process to be a goal for 2020 (<https://nacada.ksu.edu/Programs/Awards/Global-Awards/Leading-Light.aspx>)