

## First DEI Committee meeting 3/1/2022

### Meeting agenda:

- 1./ Introduction
- 2./ Sharing your understanding of DEI and its purposes
- 3./ Sharing by Max and Ben
- 4./ The Committee work division
- 5./ Next meeting: 4/5

### Meeting minutes

Present: Aidan Chaffin, Kung-Sik Chan (Chair), Margie Ebert, Shiao Liu, Tran Luu, Hermon Mitchell, Jude Shelton, Elias Shiu, Sanvesh Srivastava, Aixin Tan

Guests: Ben Lim, Max sampson

- 1./ Brief introduction of everyone.
- 2./ We share our understanding of DEI.
- 3./ Max and Ben shared that they collected DEI information by talking to their peers over a few months. They also talked with the Biostatistics student group and learned that they are promoting DEI by featuring three students per month with their bios, pictures, and recipes, via group email.
- 4./ Some suggestions on promoting DEI in our department: initiate some activities that mix students and faculty in some informal setting, for instance, weekly departmental zoom happy hour.
- 5./ The student representatives shared their overarching goals of the DEI committee: make students feel welcomed and accepted, remove obstacles that hinder students success, support students with their financial and other needs.
- 6./ The student representatives and Margie will develop some survey to collect student feedback re DEI. Mitchell will co-ordinate the efforts. They will report to the committee on the survey design or any other steps to collect student info useful for achieving the goal of the DEI committee.
- 7./ The committee will meet on 4/5 to finalize the survey. We expect a third committee meeting toward the end of April to wrap up the committee work for this academic year.