

**President’s Diversity, Equity, and Inclusion (DEI) Board**
**Staff Recruitment, Retention, and Development Subcommittee**

Monday, 12/19/23 from 2:00pm – 2:45pm

 (Zoom Meeting Link:<https://csusb.zoom.us/j/83471218787>)

**MEETING ATTENDANCE**

**Participants:**

| ​​☐​   Robin Phillips, Steering Committee Liaison  | ​​☐​  Tiffany Bookman, Subcommittee Member   |
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| ​​☐​   Sam Sudhakar, Steering Committee Liaison  | ​​☐​ David Hou, Subcommittee Member  |
| ​​☐​   Michaela Watkins, Chair  | ​​☐​  Kalie King, Subcommittee Member  |
| ​​☐​   Rowena Woidyla, Vice Chair ​​☐​   Pamela Moses, ACC/Assessment Representative ​​☐​   Cheryl Halk, Student/Subcommittee Member   | ​​☐​  LeSondra Jones, Subcommittee Member ​​☐​  Michelle Bell, Subcommittee Member   |

**MEETING AGENDA

1) Announcements (0 minutes) – Provided by Chair, Michaela Watkins**Starting in January 2024,Liaison meetings will now include subcommittee “working sessions” after Steering Committee members depart. This will help us to maximize our planning and implementation time for “Inclusion Day”.

**2)** **New Discussion (38 minutes) – Led by Chair, Michaela Watkins**Subcommittee members review and discuss the feedback provided during the 12/19 morning meeting with liaisons. Subcommittee members review “working session” dates ahead to ensure they can be well attended.

 **3)** **Action Item (7 minutes)**Subcommittee members decide on the location, start time and time frame for the first “Inclusion Day” in the series, in addition to organizing their action items for the next meeting in January after Winter break. Subcommittee members complete Closing Survey Form.

**4) Steering Committee Liaisons Closing**Liaisons did not attend this meeting as they were not scheduled to do so. They will attend again on 1/24/24.

**5) Future Meetings**
January meetings will be held on 1/9/24, 1/22/24 and 1/24/24.