



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

December 11, 2025 10:00 am – 11:00 am

Zoom: <https://csusb.zoom.us/j/86704305125>

Ece Algan	Ted Young
Jane Chin Davidson	Angela Horner – Co-Chair
Katherine Hartley - Steering Committee	Donna Garcia Co-Chair
Christina Hasija – Standing Member	Marc Fudge – Co-Chair
Jennifer Conejo - (ASI representative)	
Conrad Shayo	
Robert Kryiakos Smith	

Agenda

I. Review of **Strategy 3.1.2 - Enhance equity and inclusion in our curricula including pedagogy and assessment (30 minutes)**

[FRRD will administer funds to faculty, on a competitive basis, to be trained, and thus train other faculty, to improve the classroom evaluation processes, in particular the classroom visit process. An essential component of this training would focus on examining the extent that DEI practices/pedagogy are embedded in courses. This strategy will enhance equity and inclusion in our curricula, pedagogy and assessment.]

(Working group: Angela, Angela, Donna, & Conrad)

- What do we want to achieve?
 - TRC Peer observation and coaching
- What will success look like?
- Are there other examples of Centers for Teaching & Learning (CTLs) we can refer to or rely upon?
 - University of Minnesota Medical School
 - Loyola Marymount University
 - University of Wisconsin-Madison
- How best can we align our efforts with Sara & Fadi?

<https://docs.google.com/document/d/1O9mNXyScCSFYycTTrLxCgRzdfSE12jMg/edit?usp=sharing&oid=114595565445163466300&rtpof=true&sd=true>

- II. Strategy 3.1.6 - *Create a directory of DEI experts across campus and a repository of DEI resources* [Working with campus partners, identify DEI experts across campus that can provide guidance and leadership to evaluation and hiring committees to ensure that DEI is appropriately included in their processes and assessments.] **(20 minutes)**
(Working Group: Jennifer, Conrad, Katherine)

- Build on chart created by Jennifer

College	DEI Expert	Department	Email	Telephone

- What other categories do we want to include?
- Self-nominations/applications accepted?
- What do we expect them to do?

- III. Next meeting: A Doodle Poll will go out the first week of the Spring Semester

Teach Mondays from 9-11:45

Teach Monday/Wednesdays from 2:30 to 3:45

Faculty Senate meetings Tuesdays from 2 to 4

CSU meeting Thursdays from 10 to 11 AM

3-day meetings Jan 14-16; Mar 4-6; and Apr 29-May 2.

All day meeting Feb 13 and April 3

My Monday class just got canceled

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Quick recap

The meeting focused on discussing strategy 3.1.2 to enhance equity and inclusion in the curriculum, pedagogy, and assessment, including the development of a new classroom observation template and addressing challenges with teaching evaluations. The group explored creating a system to identify and categorize DEI experts on campus, discussing self-nomination processes and potential political implications of terminology. The committee reviewed training documents and discussed scheduling their next meeting, with tentative agreements on meeting times for Tuesdays and Thursdays.

Next steps

- Angela: Put template documents in shared drive and reference them more explicitly for the committee to review
- Angela: Try to reconstruct the classroom visitation template if the original cannot be found
- Angela: Have a strategic meeting with Fadi once he and Sarah wrap up their current FLC to develop a more specific outline of what a training program would look like
- Angela: Work with Bobby in a subcommittee to develop a new template since both are unable to find the previous version
- Christina: Bring the training program proposal up at provost level and dean's council to seek support and funding
- Christina: Explore alignment with strategic plan funding opportunities for the upcoming year
- Angela: Look into strategic plan funding at CSU level for the training program
- Marc: Tidy up and share the document explaining DEI expert roles and application process before the next meeting
- Marc: Send out scheduling information via email to finalize next semester meeting times
- Jennifer: Continue working on the DEI directory for next semester
- Committee: Review Angela's shared document on training program outcomes and add additional indicators as needed

Summary

Enhancing Equity in Teaching Evaluations

The meeting focused on discussing strategy 3.1.2, which aims to enhance equity and inclusion in the curriculum, pedagogy, and assessment. The group reviewed a new classroom observation template developed by Angela, which includes DEI perspectives and specific references to tools like Canvas. They discussed challenges with current teaching evaluations, including the overemphasis on student ratings and the lack of critical feedback. The committee considered ways to improve the observation process, such as framing feedback constructively and potentially using it for professional development. Next steps included Angela working on a more detailed training program outline with Fadi and Sarah, and exploring funding opportunities through the provost or strategic plan initiatives.

DEI Expert Identification System Planning

The group discussed creating a system to identify and categorize DEI (Diversity, Equity, and Inclusion) experts on campus. They agreed to include categories such as office hours, calendar links, and department information, with Jennifer suggesting adding office hours to the database. The team decided to implement a self-nomination process with an application to ensure qualified candidates, as proposed by Angela and Jennifer. Marc mentioned writing a document outlining the role of DEI experts and the application process, which he will share for further discussion. Donna raised concerns about the political implications of using certain terminology and suggested considering alternative labels to avoid potential obstacles. The group agreed to continue working on the document and process, with Marc planning to finalize and share it for the next meeting.

Training Document Review Meeting

The committee reviewed a training document created by Angela and Bobby, which outlined the training structure for trainers. Jennifer inquired about her continued involvement in the committee, and Marc confirmed she could remain unless she chose to leave. The group discussed scheduling their next meeting, with Marc suggesting they send out a Doodle poll to determine a suitable time. Donna expressed a preference for completing the project this semester due to her busy schedule at the start of the next one.

Meeting Schedule Coordination Discussion

The group discussed scheduling a meeting, focusing on finding a time that works for everyone. They identified several days that don't work due to existing commitments, including Friday, noon times, and certain weekday afternoons. After considering various options, they tentatively agreed to meet on Tuesdays at 9:30 AM and Thursdays at 9 AM, with the possibility of face-to-face meetings on Thursdays. Marc suggested finalizing the schedule through email rather than a doodle poll, and Donna offered to be available for further discussion if needed.