



# Equity Committee

## Meeting Minutes

April 16, 2021, 9:00am

Meeting called to order at 9:05am by Elizabeth Baker, Chair

Present: Elizabeth Baker, Chair (Carteret CC), Brittany Champion, Co-Chair (Pitt CC), Retha Hall (CPCC), Robert James (Nash CC), Colleen Kehoe-Robinson (James Sprunt CC), Garrison (Allan) Libby (CPCC), Samantha O'Conner, VP (Central Carolina CC), Liza Palmer (Brunswick CC), Jennifer Seagraves (Johnston CC), Nathan Stancil (Johnston CC), BJ Thompson (Central Carolina), Touger Vang (Montgomery CC)

Absent: Denise Keating (CPCC)

### Agenda:

- Review/approval of minutes March 25, 2021 and April 1, 2021
- Continue working on How and Who groups CD Toolkit Framework
- Create introduction to toolkit
- Create summary/conclusion
- Schedule next meeting date

### Discussion Items:

- Review and approval of minutes from March 25, 2021 and April 1, 2021:
- March 25, Motion made by Colleen and seconded by Jennifer
- April 1, Motion made by BJ and seconded by Jennifer
- Elizabeth apologized for inadvertently excluding Garrison during kudos for team members who presented at the conference. Great presentation!
- How framework content review:
  - Completed Section II -Materials and Authors. Edits included combining sentences for sub bullets one and two; revising introduction sentence, rewording to make content more clear/specific by separating categories, adding/revising characteristic terms identified in [Types of Diversity You Should Know in the Workplace](#) by Built In.
  - Suggested adding title and hyperlink in the document in the event the link doesn't work and for additional information.
  - Section III – Controversial Material (bullet 1): Edits included combining sentences for sub bullets, rewording to make content clearer/more specific by separating categories/context, etc. Will begin at bullet two at next working meeting.
- Jennifer mentioned that Transforming Our Future: NCLA Conference will be held on May 6, 2021. Will be encouraging all members to attend.

### **Action items:**

- Samantha will create the link for the next working session on Thursday, May 13, 2021 at 2pm.
- Complete the remaining How framework sessions and begin on the Who framework
- CD Toolkit Framework document link. [NCCCLA Equity Sub Collection Development Equity Toolkit.docx](#)

Meeting adjourned at 10:02am by chair

Notes recorded by: Retha Hall