



# Equity Committee

## Meeting Minutes

July 15, 2021, 2:00pm

Meeting called to order at 2:07pm by chair

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

Absent: Garrison Libby (CPCC), Jennifer Seagraves, Past President, (Johnston CC),

### Agenda:

- Review/approval of July 1, 2021 minutes
- Review of complete document

### Discussion Items:

- **Meeting minutes review:** There were suggested edits to the July 1st minutes: correct the spelling of REMCo, rephrasing of the "After reviewing..." sentence, and merging bullet points 4-6 since they fall under the same topic in the EDI/DEI discussion section. Corrected minutes will be sent out with the July 15th minutes for review and approval at the next meeting on July 29th.
- **Document review and edits to the Narrative Introduction and Collection Development Overview sections:**
  - Narrative section-1st paragraph: begin first sentence with "Providing access to...", spell out words for diversity, equity and inclusion and then put DEI in parentheses, highlighted "Equity Committee" as an indicator to change once the name of the committee is determined in the bylaws, rephrased language of second sentence to flow better. Paragraph 2: changed sentence to begin with 'cultivating' instead of 'fostering'.
  - Collection Development Overview section: the "See How" changed to "See Conducting an Audit" section under the the Learn subcategory;
  - Support subcategory: rephrased terminology and sentence structure for bullet point five, change 'multicultural' to DEI under bullet point 2; added second sentence about programs/programming to decide how to merge or which flows better by next meeting.
  - Suggestion was made to to add a glossary/definition section before references section, Members asked to submit a list of terms to include in the glossary.
  - Next meeting/working session: Continue review of the Collection Development Overview section and complete subcategories for support, reflect and collaborate. Move to the next section

### **Action items:**

- Retha will make noted corrections to the July 1 meeting minutes and send out for review with the July 15 minutes
- Elizabeth will send out the link for next meeting
- By next meeting, members should read/review the entire document for discussion
- CD Toolkit Framework document link: [Collection Development Document](#)

**Next meeting: Thursday, July 29, 2021, 2pm (Zoom)**

Meeting adjourned at 3:05 by chair

Notes recorded by: Retha Hall