

**JHI Diversity Leadership Council Retreat**  
**August 23, 2011, 12:00 – 4:00 PM**  
**Mt. Washington Conference Center**  
**Mt. Washington Campus**

**Minutes**

**Present: Council Members:** Yolanda Abel, Ivan Adames, Lorie Benning, Gwendolyn Boyd (Council Chair), Allison Boyle, Hoon Buyn, James Calvin, Michelle Colder-Carras, David Crouch, Eva DuGoff, Stacey Finley, Sheila Fitzgerald, Brian Gibbs, Sheila Graham, Janet Harding, Charlene Moore Hayes, Peggy Hayeslip, Andres Hernandez, Caroline Laguerre-Brown, Mindi Levin, Ashley Llorens, Pamela Paulk, Steven Ragsdale, Ana Isabel Tergas, Victor Urrutia, Beverly White-Seals, Cheri Wilson and Cynthia York.  
**Office of Institutional Equity Staff Members:** Alan James, Linda Daley Atila, Risha Zuckerman and Sharre Brooks.

**I. Welcome and History of the Council**

The meeting was called to order and Chair Gwen Boyd gave her welcome. An overview of the Council's achievements since its formation was presented. Vice Provost Caroline Laguerre-Brown took over as facilitator for the retreat.

**II. Introductions**

Each person introduced him/herself, told which unit they represented, how long they had served on the Council, and what their expectations were for the coming year.

**III. Committees**

Ms. Laguerre-Brown outlined the committees from the previous Council year. There are four standing committees: Diversity Conference, Awards Recognition, Membership Nominations and Climate Survey. The working committees were Assessments, Community Partnership, Ombuds and Stop the Clock. Following discussion it was determined that the Ombuds sub-committee will conclude its tenure and the Stop the Clock Committee will submit its final report and conclude its tenure.

In addition to the Assessments and Community Partnerships sub-committees, LGBT Resource Center, Training and Education and Retention will become new subcommittees. Members discussed lack of representation on Disabilities or Development and agreed to add sub-committees in these areas.

**IV. Small Groups**

Members broke into small groups, one for each sub-committee, to generate a list of deliverables/action items that could reasonably be achieved during this academic year. The large group reconvened after conclusion of the small group session and a representative from each sub-committee shared the list of deliverables. The sub-committees' action items are listed below. The meeting was adjourned.

### **Assessments Subcommittee**

(Steven Ragsdale, David Crouch, Ashley Llorens, Cheri Wilson)

1. Assessments committee will work on a recommendation to the university president to make “Diversity” a prominent tab (linking visitors to all of Johns Hopkins Institutions diversity resources) on the main JHU page as a means of providing a clearer message to the JHU community about the institution’s commitment to diversity.
2. Annual Diversity Report – Obtain disaggregated data for analysis
3. Strategic planning – outline 3-5 year goals for projects
4. DLC annual report – write summary of accomplishments

### **Community Partnerships Subcommittee**

(Allison Boyle, Mindi Levin, Victor Urrutia, Janet Harding)

1. Finalize recommendations regarding community-based programming
2. Recommend/seek additional funding for SOURCE and Center for Social Concern
3. Create incentives for faculty and staff for community service
4. Create database of all within JHI who participate in community service

### **DLC Development Subcommittee**

(James Calvin, Ivan Adames, Hoon Byun, Sharre Brooks)

1. Create contest-type program to incentivize community to submit innovative ideas around diversity; \$100,000 3 year plan
2. Identify corporate partners with preexisting JHU relationships
3. Create proposal for program including structure and logistics

### **Disability Subcommittee**

(Sheila Fitzgerald, Cynthia York, Michelle Colder Carras, Peggy Hayeslip)

1. Produce a recommendation to leadership regarding the appropriation of central funding for accommodations
2. Strategize about a mechanism for assessing the number of individuals with disabilities beyond the numbers maintained by the Office of Institutional Equity, Occupational Health Services, and the Johns Hopkins Health System Office of Employment Affairs and Accessibility Coordination (EAAC)

### **LGBT Resource Center Subcommittee**

(Lorie Benning, Pamela McCann, Sheila Graham, Eva DuGoff)

Newly formed LGBT Resource Center Subcommittee will create proposal for leadership on the need for an institution-wide affinity group for the LGBT community. Phase one will involve the following:

1. Inventory of existing resources
2. Needs assessment survey to JHI
3. Comparison to peer institutions

4. Web-hub for existing resources
5. Budget proposal for funding including job description for staff member

### **Training and Education Subcommittee**

(Beverly White-Seals and Caroline Laguerre-Brown)

1. Create a single web destination for all available diversity training at the Johns Hopkins Institutions (PowerPoint presentations, web-based learning, live presenters, etc).
2. Recommend diversity training be included in the Leadership Development Programs of JHU and JHH

### **Retention Subcommittee**

(Brian Gibbs, Stacey Finley, Andres Hernandez, Yolanda Abel)

1. Gather Information about why people leave or want to leave JHI by obtaining existing exit surveys; create better exit survey if needed
2. Establish a forum to talk about strengths and challenges around retention
3. Compile institutional resources that promote retention and relay best practices

**Next Meeting: September 28, 2011**  
**Location: Great Hall, Levering Hall**  
**Homewood Campus**