Pamplin College of Business  
Multicultural Diversity Committee  
*Pamplin Community Committee for Diversity, Inclusion, & Equity (PCC)*

MINUTES  
Wednesday, January 29, 2020  
1:00 PM – 2:00 PM, Pamplin 1028

Present  Michelle Seref (BIT, Chair), Pengfei Ye (FIN), Kristin Lamoureux (HTM), Eli Jamison (MGT), Rowena Crabbe (MKTG), Christina Minford (REAL), Lara Khansa (Pamplin Associate Dean), Nafisa Sayeeda (CWIB), Megha Jassal (POWER), Sara Khorramshahgol (POWER), Pooja Devarakonda (POWER), Julia Acton (Undergraduate Programs)  
Online JingJing Huang (ACIS), Raman Kumar (NCR)  
Absent Emily McCorkle (Pamplin Director of Recruitment and Retention), Ammon Ward (PMDC), Elizabeth Oliver (NABA)  
On Leave Janice Branch Hall (Pamplin Director of Diversity and Inclusion)

I. Welcome by Committee Chair, Michelle Seref

II. Student Organizations  
The Pamplin Community Committee includes representatives from student organizations oriented towards minority students. Student representatives are expected to attend all PCC meetings and report on updates in their organizations. The committee will offer guidance and support to these groups (in addition to group faculty advisors).

The PCC will organize a meeting with all student representatives on **Wednesday, April 22nd at 6:00 PM** (tentatively in Pamplin 1028, with pizza provided). The goal of this meeting is to facilitate discussion among these organizations to share group goals, major events, and best practices regarding membership recruitment, officer elections, budget management, and general organization processes. Michelle Seref and Kristen Lamoureux will facilitate the meeting as the PCC members. The following groups, student reps, and faculty advisors will be invited to attend (along with any other group officers).

<table>
<thead>
<tr>
<th>Organization</th>
<th>Target Students</th>
<th>PCC Student Rep</th>
<th>Faculty Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMDC</td>
<td>Pamplin Diversity</td>
<td>Ammon Ward</td>
<td>Quinton Nottingham (BIT)</td>
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<tr>
<td>NABA*</td>
<td>Black Accountants</td>
<td>Elizabeth Oliver</td>
<td><em>looking for advisor</em></td>
</tr>
<tr>
<td>Alpha</td>
<td>Latino Professionals</td>
<td>Alex Oros</td>
<td>Cindy Easterwood (ACIS)</td>
</tr>
<tr>
<td>POWER*</td>
<td>Professional Minorities</td>
<td>Megha Jassal</td>
<td><em>looking for advisor</em></td>
</tr>
<tr>
<td>CWIB</td>
<td>Women in Business</td>
<td>Nafisa Sayeeda</td>
<td>Michelle Seref (BIT) and Nadia Rogers (ACIS)</td>
</tr>
<tr>
<td>Finance for Females</td>
<td>Female Investors</td>
<td>Kinsley Lawler</td>
<td>Cara Spicer (FIN)</td>
</tr>
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</table>

*See report in Appendix.*

III. Recruitment/Retention – Emily McCorkle  
The committee reviewed Emily’s report on recruitment and retention, including new hires Nicki Pangburn and Exree Hipp and upcoming events. The committee will support the search for workshop presenters for the summer events: Black College Institute (BCI) and JROTC
STEM Leadership Academy. The committee also suggests that this summer presenter search announcement be shared broadly with all Pamplin faculty.

(See full report in Appendix.)

IV. Revised Charge and New Committee Name
Michelle Seref will contact Janice Hall for the finalized charge document (after changes suggested in the December committee meeting). The committee will submit the charge document and new committee name to the Dean for approval.

V. Diversity Excellence Awards Selection Criteria
**Subcommittee: Janice Hall, Eli Jamison, Kristin Lamoureux**
The committee reviewed the selection criteria revised document and suggested that two separate awards be given to students: one for undergraduate and one for graduate. This makes four total diversity awards. The committee recommends related language be edited:
- First paragraph should be “faculty, staff, undergraduate, and graduate students”
- First bullet under student criteria should add “graduate students” and remove “student organizations”

The committee suggested the following application details and deadlines:
- Award subcommittee will create survey for award application submissions (Qualtrics or Canvas) to ask for the following information:
  - Submitter’s name and email (required).
  - Nominee’s name, email (if known), role (faculty, staff, undergrad, grad), department (if applicable), student level (if applicable and if known: UG freshman, sophomore, junior, senior, Masters, PhD), nominee membership in diversity organizations (if any).
  - Description of diversity efforts performed (observed) by this nominee (as pertains to the diversity award criteria).
- Diversity award announcement to be sent to all faculty, staff, and student listserves. Nominations/endorsements and self-nominations are allowed.
- Applications will open when email announcement is sent: Friday, February 6 (tentative to Dean’s approval).
- Application deadline is Friday, March 6 (before spring break).
- The PCC committee will review all applications for discussion and final selection at the March 23 committee meeting.

VI. Principles of Community Week (March 2020)
**Subcommittee: Michelle Seref, Christina Minford, and Kristen Lamoureux**
The subcommittee will meet to organize the POC Week Pamplin Brunch event.
- Proposed date: Friday, March 20 (during POC Week); 8:30-10:00 AM; 1028 Pamplin
- Send date to Deans’ calendars for approval.
- Update Qualtrics invite/RSVP for POC Pamplin Brunch event.
- Budget: $4850 available
- Catering: Professional Catering Inc. menu
- Giveaways (Office of Inclusion and Diversity) Maybe raffle? Maybe racial healing book?
- Interactive activities to promote diversity discussion?
- Decorations, organizing tables
- Deans’ chef hats and aprons (HTM)
VII. Undergraduate and Graduate Climate Survey Results
Subcommittee: Michelle Seref, Rowena Crabbe, JingJing Huang
The subcommittee will meet to evaluate the results, develop an executive summary and recommendations to address the findings, and present to Dean Sumichrast.
- Results available on Qualtrics PCOB Unit Climate Survey Web Form.

VIII. Advancing Diversity Mid-Year Summit
The Advancing Diversity Mid-Year Summit was held on Friday, January 17th at the Inn at Virginia Tech and Skelton Conference Center. Christina and Eli attended.

IX. Pamplin Inclusion Dinner
The Pamplin Inclusion Dinner was held on Tuesday, January 28. Dean Khansa attended.

X. Spring 2020 Remaining Meeting Dates:
- Monday, February 24, 2020, 1:00 p.m. - 2:00 p.m., Pamplin 1028
- Monday, March 23, 2020, 1:00 p.m. - 2:00 p.m., Pamplin 1028
- Monday, April 27, 2020, 1:00 p.m. - 2:00 p.m., Pamplin 1028

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Charge</th>
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<tbody>
<tr>
<td>Wed, Jan 29 1:00-2:00 PM PAM 1028</td>
<td>PCC Meeting</td>
<td>Agenda discussion (Michelle)</td>
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<tr>
<td>Mon, Feb 3</td>
<td>Dean Approval:</td>
<td>Update Diversity Award document (Eli, Kristen)</td>
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<td>- PCC Meeting Minutes</td>
<td>Submit PCC Charge document (Michelle, Janice)</td>
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<td></td>
<td>- PCC Charge and Name</td>
<td>Deans’ calendars for brunch date (Michelle)</td>
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<tr>
<td></td>
<td>- Diversity Award Criteria</td>
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<td></td>
<td>- POC Pamplin Brunch Dates</td>
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<tr>
<td>Fri, Feb 6</td>
<td>Email Announcement for Diversity Award Applications (survey opens 8:00 AM)</td>
<td>Finish application survey (Eli, Kristen)</td>
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<td>Send email (Michelle)</td>
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<tr>
<td>Mon, Feb 24 1:00-2:00 PM PAM 1028</td>
<td>PCC Meeting</td>
<td>Finalize POC Brunch details (Christina, Kristen)</td>
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<tr>
<td></td>
<td></td>
<td>Update on Climate Survey Report (Rowena, JingJing)</td>
</tr>
<tr>
<td>Fri, Mar 6</td>
<td>Diversity Award Applications Due (survey closes 5:00 PM)</td>
<td>Download and organize application submissions for review by committee (Michelle, ALL)</td>
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<tr>
<td>Mar 16-20</td>
<td>Principles of Community Week</td>
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<tr>
<td>Fri, Mar 20 8:30-10:00 AM PAM 1028</td>
<td>POC Pamplin Brunch</td>
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<tr>
<td>Mon, Mar 23 1:00-2:00 PM PAM 1028</td>
<td>PCC Meeting</td>
<td>Discussion of Diversity Award submission reviews and selection of winners (ALL)</td>
</tr>
<tr>
<td>Wed, Apr 22 6:00-7:30 PM PAM 1028</td>
<td>Student Organization Meeting</td>
<td>Facilitate meeting discussion (Michelle, Kristen)</td>
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<tr>
<td>Mon, Apr 27 1:00-2:00 PM PAM 1028</td>
<td>PCC meeting</td>
<td>Report on student organization meeting Finalize Climate Survey Report (Rowena, JingJing)</td>
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Appendix

NABA – Elizabeth Oliver (absent - provided following report)
NABA is going through a restructuring this semester. In this restructuring, NABA would like to begin targeting freshman and sophomore students in order to empower them and assist them in professional enhancement and in leadership opportunities. Please feel free to not only connect accounting students with NABA’s executive board, but also other Pamplin students searching for leadership and professional connections/opportunities. We hope this initiative throughout Pamplin’s many departments will expand NABA at VT.

NABA will also be collaborating with the Accounting Society and Cohn Reznick, to present a workshop designed to improve VT students interviewing skills. This event will be held on Wednesday, January 29th at 7pm, in Pamplin 32.

POWER – Megha Jassal
POWER is seeking a faculty advisor. This is a new Pamplin student organization created to bring minorities together and to welcome majors outside of Pamplin as well. Their mission is to promote diversity and inclusion and professional development in business. Please contact Lara Khansa, larak@vt.edu, if interested in serving as a faculty advisor. (Eli Jamison expressed interest in serving if no other volunteers).

Recruitment/Retention – Emily McCorkle (absent - provided following report)
- New Hires: Nicki Pangburn as Recruitment Coordinator; Exree Hipp as Recruitment & Retention Manager. Exree is replacing Kayla Burke and he will be overseeing the logistics of our retention programs beginning February 10.
- Currently recruiting for the Spring Business Explorations Conference, scheduled for Friday, March 27th – Saturday, March 28th.
- Early Action offers will be released February 21st.
- Upcoming recruitment events for URM/US students:
  o Cumberland Middle/High School Living Career Fair (Cumberland County) – Friday, February 28th
  o William Fleming High School Career Fair (Roanoke) – Friday, April 3rd
  o Hokie Day at An Achievable Dream (Newport News) – Friday, April 24th
  o If anyone is interested in helping, please email Emily eafrica@vt.edu.
- Need: Workshops/presenters for the following summer activities – need to know interest by March 20th - email Emily eafrica@vt.edu.
  o Black College Institute (BCI)
    ▪ Need: Hands-on workshop exploring areas of business for rising seniors
    ▪ Week 1: Monday, June 15th 2:00 – 4:00pm
    ▪ Week 2: Monday, June 22nd 2:00 – 4:00pm
  o JROTC STEM Leadership Academy
    ▪ Need: Hands-on sessions focused in the STEM areas, while connecting business with STEM. Students will work on a project and present a product/solution/deliverable at the end of the week.
      ● Faculty members are asked to spend at least one morning with the cadets but can develop programming for all three days if desired.
    ▪ Tuesday, June 23rd – Thursday, June 25th 8:00am – 12:00pm