I. Welcome by Committee Chair Michelle Seref

II. Call for nominations for student members – NABA/ALPFA, etc.

Michelle will reach out to Collegiate Women in Business, Janice will reach out to NABA, and Emily will reach out to ALPFA. JingJing will reach out to Masters ACIS student Miranda Bradley. Moved to November meeting.

III. Recommendations for faculty liaison to the Multicultural Council (member of committee)

Michelle will seek clarity from Dean Sumichrast on this position (meeting requirements, committee expectations). Moved to November meeting.

IV. Recommendations of faculty/staff member for the Diversity Excellence Award

Sub-committee members Eli, Kristen, and Janice will draft award criteria (nomination process for faculty *and* staff, evaluation rubric, selection process). Janice will compare to Principles of Community Faculty/Staff award criteria (Menah Pratt-Clarke, Office of Inclusion and Diversity). Sub-committee will meet prior to November meeting. Michelle will check with Dean Sumichrast on date of Diversity Excellence Award in Pamplin (spring 2020?).

V. Updates:

- **PMDC – Ammon Ward**

  Recruiting process is underway with classroom visits and info sessions. Ammon will draft an email for committee members to distribute to department faculty who teach sophomore level classes. Goal is to increase membership and encourage new leadership nominations. Leadership is selected in November.

- **Recruitment/Retention – Emily McCorkle**

  **Fall 2019 Census:**
  - Underrepresented Students = historically ethnic minorities: American Indian, Alaskan Native, Black/African American, Hispanic Latino, Hawaiian Pacific Islander
- Underserved Students = first generation college students (future may include military veteran students)

<table>
<thead>
<tr>
<th>Students</th>
<th>Underrepresented</th>
<th>Underserved</th>
<th>Combined</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incoming (first-time) freshmen</td>
<td>11.9%</td>
<td>18.8%</td>
<td>26.2%</td>
</tr>
<tr>
<td>Transfer students</td>
<td>13.18%</td>
<td>32.27%</td>
<td>37.73%</td>
</tr>
<tr>
<td>Overall Undergraduate Enrollment</td>
<td>13.07%</td>
<td>19.73%</td>
<td>27.79%</td>
</tr>
</tbody>
</table>

**Retention:** Pamplin’s retention rate is the highest of all colleges for first to second year students at 94.7%. 2017 incoming cohort is 90.3% retention from second to third year.

**Diversity Recruitment:**
- **Fall Visitation Luncheons:** Sunday, October 27, 1:00 p.m. - 2:00 p.m., and Sunday, November 17, 1:00 p.m. - 2:00 p.m., both in Owens Ballroom. Email eafrica@vt.edu if you wish to attend. Fall Visitation is an Undergraduate Admissions event for students who are in pipeline organizations. These students will participate in the open house, inclusion/diversity activities, multicultural organizations and programs, and receive on-site admission decision.

- **Business Explorations**, our pre-college program for freshmen, sophomore, and junior high school students in the Commonwealth, is tentatively planned for March 27-28, 2020. Committee suggested possible collaboration with ISERC and/or APEX to support a “Shark-Tank” event. Committee members may help serve as (or recruit) judges for any student presentations.

A Recruitment Coordinator position is currently open. To apply visit http://careers.pageuppeople.com/968/cw/en-us/job/511478/recruitment-coordinator

**VI. Recommendations for new committee name – Janice Branch Hall**

Decision moved to November meeting. Committee members should send any additional recommendations to janice@vt.edu. Previously received:

- Pamplin Inclusion and Diversity Committee (PIDC)
- College of Business Diversity Committee (CBDC)
- Business College Diversity Committee (BCDC) (2 submissions)
- Pamplin Multicultural Diversity and Inclusion Committee (PMDIC) (3 submissions)
- Pamplin Diversity and Inclusion Committee (PDIC)
- Pamplin Inclusion Committee (PIC) (2 submissions)
- Pamplin InclusiveVT Committee
- Pamplin Inclusion Agents
- Pamplin Ambassadors of Multicultural Progress, Learning, Inclusion and N...(PAMPLIN)
- Pamplin Ut Prosim Committee
- Pamplin Principles of Community Committee
- Culture, Change, Advocates, Community, Collaborative
- Advancing, Community

It was suggested to keep “Pamplin ... Committee” in the name. The name Pamplin Inclusion and Equity (PIE) was also suggested.
VII. Review/Discuss – Janice Branch Hall

- **Committee Charge Draft**
  After review of the charge draft, Janice will incorporate the suggested edits and disseminate for committee review in time for the November meeting.
  - Committee discussed having more action-oriented mission statement.
  - Our goals are both to assess and propose initiatives related to diversity and inclusion.
  - We want to focus on inclusion and equity issues.
  - We want to consider staff, faculty (both research and teaching), and students (both undergraduate and graduate).
  - We want to propose training/development programs for each of these groups in order to increase awareness and understanding of diversity issues as well as guide the community in how to create inclusive environments.

- **Faculty Diversity and Inclusion Strategy Draft**
  Janice reviewed the proposed draft. Committee discussion will continue.
  - Discussion of data in Appendix B.
  - Request to separate “Other Rank” faculty in order to distinguish between research and teaching faculty.
  - Request to include promotion process in diversity/inclusion/equity assessment.
  - Request to include doctoral students in future assessments.

- **AACSB Best Practices for Business Schools to Lead in Expanding Opportunities for Women in Business and to Adapt to the 21st Century Workforce**
  Janice reviewed the AACSB Best Practices document. Many of the goals will be showcased in our implementation plan to align with university strategic goals and the AACSB. Janice hopes to see future department assessment efforts.

- **Future Faculty Development Program (FFDP)**
  In collaboration with the Office of Inclusion and Diversity, the 2019 FFDP will provide participants the opportunity to engage in professional development and have meaningful discussions with department heads, deans, and current faculty members about faculty life in Pamplin and the range of responsibilities of faculty in teaching, research, service, and development. The program is designed to increase the representation of faculty traditionally underrepresented in strategic priority populations in the United States, including American Indian/Alaska Native, African American/Black, Hispanic/Latinx, and Native Hawaiian/Pacific Islander.

  Pamplin will be hosting six participants. This is by far the largest cohort Pamplin has ever had and we are excited to showcase Pamplin in a way that will attract these strong and diverse faculty candidates. Committee members are encouraged to attend a breakfast on **Tuesday, November 12, 8:30 - 9:30 a.m.** to meet and engage with the participants. Confirm attendance by 12:00 p.m., Friday, October 25. Janice will forward participant CVs and location when confirmed.

VIII. Remaining Fall 2019 Meeting Dates:

- Monday, November 4, 10:30 a.m. – 11:30 a.m., Pamplin 1028
- Wednesday, December 11, 10:30 a.m. – 11:30 a.m., Pamplin 1028
Review of action items to be address before next meeting:
- Michelle: CWIB (student rep), Dean (Multicultural Council rep, Diversity Award date)
- Emily: ALPHA (student rep)
- JingJing: Masters ACIS student
- Janice: NABA (student rep), Diversity Award sub-committee (Principles of Community criteria)
- Eli and Kristin: Diversity Award sub-committee
- Amman: PMDC recruitment email (to send to faculty as request to speak in classes)
- ALL: committee name and mission suggestions

Summary of event dates:
- Fall Visitation Luncheons: Sunday, October 27, 1:00 p.m. - 2:00 p.m., and Sunday, November 17, 1:00 p.m. - 2:00 p.m., both in Owens Ballroom. Email eafrica@vt.edu.
- Business Explorations: March 27-28, 2020
- Future Faculty Development Program (FFDP) breakfast on Tuesday, November 12, 8:30 - 9:30 a.m. Confirm attendance by 12:00 p.m., Friday, October 25.

With no further business, the meeting was adjourned at 11:33 a.m.