

IOTA DEI Committee November Meeting Agenda/Minutes

Date: 11/08/2022

Time: 7:00pm EST- 8:00PM EST

Location: Virtual (Zoom)

AGENDA

- Review October Meeting Minutes
- Review October Meeting To do Items
 - Conference to do
 - Publish listserv QR to non-attendees via IOTA email blast, facebook, and IG
 - Jessica to work with Breea and Laura about IOTA email blast, social media to market for IOTA presence and DEI event
 - Representation at table to be determined once attendee count from conference planning committee
 - Social media
 - Breea to coordinate FB access
 - Hold on word cloud for next year in order to obtain more responses
 - Community Events
 - Jocelyne to update group on AOTA DEI event 10/19
 - DEAP → Jessica
 - Make goals/plan, mission/vision statements
- Review/Finalize Mission/Vision/Goals

MEETING MINUTES

- Reviewed October minutes and to do
- Conference to do
 - JD connect with laura, breaa about email and social media blasts
 - Game time decision on staffing table based on presence/interest
- Implicit Bias Event
 - Create registration link
 - Have laura set up same as FWE series
 - JD Schedule practice of implicit bias event
 - JD, Breea, Laura work on email blast, social media blast
 - Info needed to create certificates (name, email, etc)
 - JD create drive for impact survey

- Breea to create google forms survey
- Social media
 - JD get with Breea on FB status
- Reviewed and edited mission, value and established goals (see form in google drive)