



Board of Trustees

JEDI Committee

December 13, 2023

11:15 AM

Conference Room 107, Parenzo Hall

A live stream of the meeting for public viewing will also take place at the following link: <https://www.westfield.ma.edu/live>

1. Call to Order	Trustee Montemayor
2. Approval of Minutes a. October 11, 2023	Trustee Montemayor
3. Items for Information a. JEDI Related Programing & Training	Dr. LaRue A. Pierce
4. Items for Action a. Motion – Preferred/Chosen Name Policy (Student)	Dr. LaRue A. Pierce

Attachments:

- a. Draft Minutes of October 11, 2023
- b. Programing and Training Presentation
- c. Motion – Preferred/Chosen Name Policy (Student)
- d. Preferred/Chosen Name Policy (Student)



Board of Trustees

Justice, Equity, Diversity, and Inclusion Committee

October 11, 2023

Minutes

President's Boardroom, Horace Mann Center

A live stream of the meeting for public viewing also took place on YouTube.

MEMBERS PRESENT: Committee Chair Chris Montemayor, Vice Chair Madeline Landrau, Trustees George Gilmer and Dr. Gloria Williams, and Board Chair Ali Salehi, ex-officio member

MEMBERS PARTICIPATING REMOTELY: Secretary Melissa Alvarado

TRUSTEE GUESTS PRESENT: Trustees Daniel Currier, Theresa Jasmin, Dr. Robert Martin

Also present and participating were Westfield State University President Dr. Linda Thompson, Vice President for Justice, Equity, Diversity, and Inclusion Dr. LaRue Pierce, and Associate Vice President of Human Resources Trish Bonica.

Committee Chair Montemayor called the meeting to order at 3:40 PM and a roll call was taken of the committee members participating as listed above. It was announced that the meeting was being livestreamed and captured as recorded.

MOTION made by Trustee Landrau, seconded by Trustee Williams, to approve the minutes of the June 13, 2023, meeting. There being no discussion, **ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Landrau, Alvarado, Gilmer, Williams, Montemayor, and Salehi.

JEDI FY23 University Strategic Priorities. Dr. Pierce shared a framework to embed JEDI into all areas of the University, together with major indicators of aligning to the Strategic Plan. The next step is determining what disparities and barriers exist and why.

- There are 662 minoritized students on campus. This is comparable to 2019 (676), was down in 2020 and 2021, but an increase in fall 2022 for full-time undergraduates. These figures include race and ethnicity. Enrollment Management uses other socio-economic criteria for reporting. The committee requested to be provided hard numbers and percentages of each group presented and their graduation rates. It was also questioned what the proportion of the four minority groups is in the population of western Massachusetts.
- These numbers represent one-fourth of the University population which presents a big opportunity for retention. Categorize exit interviews, pick the top three, and incorporate how to close those loops into the Strategic Plan. Data was requested to see how we are doing in reaching out to students.
- There have been monthly meetings with SCORE to add JEDI principles into the curriculum.

- The diversity plan will be started before the end of the academic year containing metrics and outcomes. Data presented today will be built upon to create action steps.
- A campus climate survey will be conducted next semester. The committee requested to see the results at the April or June meeting.

Investigations Data - EO Plan & Other Policies Governing Conduct. Ms. Bonica presented an overview of FY23 claims and investigations as well as the values-based approach to complaint resolution. The collaborators to investigations were shared, together with the roles and responsibilities of Human Resources staff. The state- and University-mandated criteria for administrative investigations, together with the investigative process, were discussed. It was asked if cross tabs could be added to the data and be broken down by student, faculty, staff, race, and ethnicity. That may potentially present the opportunity to reveal a person in the situation, but Ms. Bonica will research.

University JEDI Statement. Individuals at the institution have discussed a more comprehensive statement around diversity and inclusion and a new University JEDI statement is being presented for approval.

MOTION made by Trustee Landrau, seconded by Trustee Gilmer, to recommend approval to the full Board:

To approve the University Justice, Equity, Diversity, and Inclusion statement as presented to the Board of Trustees, acknowledging its significance in advancing our institution's commitment to Justice, Equity, Diversity, and Inclusion. There being no discussion, **ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Landrau, Alvarado, Gilmer, Williams, Montemayor, and Salehi.

There being no further business,

MOTION made by Trustee Landrau, seconded by Trustee Gilmer, to adjourn. There being no discussion, **ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Landrau, Alvarado, Gilmer, Williams, Montemayor, and Salehi.

Meeting adjourned at 4:33 PM.

Attachments presented at this meeting:

- Draft Minutes of June 13, 2023
- JEDI University Strategic Priorities Presentation
- Investigations Data
- FY23 Complaints and Investigations Presentation
- Current Diversity and Inclusion Statement
- JEDI University Statement
- Motion – JEDI University Statement

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Westfield State University Board of Trustees Justice, Equity, Diversity, and Inclusion Committee meeting held on October 11, 2023.

Melissa Alvarado, Secretary

Date

**Division of
Justice, Equity, Diversity, and Inclusion (JEDI)**

**Presentation to the
Board of Trustees JEDI Committee**

December 13, 2023
Conference Room 107, Parenzo Hall

Progress Update

1. Student Programming and Outreach

2. Student EDI Training

3. Lectures and Presentations

4. Continued Strategic Efforts

- a. Spring Student Climate Survey
- b. University EDI Plan Engagement



Questions?



Board of Trustees

December 13, 2023

MOTION

The Justice, Equity, Diversity and Inclusion (JEDI), Committee recommends approval to the full Board:

To approve the university Student Preferred/Chosen Name policy as presented to the Board of Trustees, acknowledging its significance in advancing our institution's commitment to Justice, Equity, Diversity and Inclusion.

Student Preferred or Chosen Name Policy

PURPOSE

To foster a campus environment that is inclusive and that encourages self-expression, Westfield State University has established a policy whereby any current student may use a preferred or chosen first name on campus. The University will use preferred or chosen name whenever a legal name is not necessary. This policy applies to current students of Westfield State University.

Westfield State University recognizes that current members of our community may wish to use a chosen or preferred first name that is different from their legal first name. For some students, being addressed by a preferred or chosen name is an important part of their identity and expression. In an effort to respect and support individuals who wish to be referred to by a name other than their legal name, the University will endeavor to use a preferred or chosen first name when possible.

POLICY

It is the policy of the University to provide all current members of our community with the opportunity to use a preferred or chosen first name that is different from their legal name, where possible. In some instances, the University is obliged to use a person's legal name and cannot use a chosen or preferred name. Such instances include but are not limited to: employment and payroll records, health insurance records, billing records, financial aid documents, reimbursements, birth records, travel and purchasing authorizations, and records for judicial and governmental processes.

The University reserves the right in the sole discretion of the Registrar to decline to use or to remove a preferred or chosen name if its use is inappropriate, including but not limited to: for the purpose of misrepresentation, to be disruptive, or to attempt to avoid a legal obligation.

Please be advised that changing your first name is not the same as legally changing your name through the courts. If you have a legal name change, please complete the ["Address and Name Change Form"](#) and provide supporting legal documentation. The Registrar will develop a process by which students may seek the use of a preferred or chosen name, and will be the custodian of all records pertaining to the use of preferred or chosen name.

Westfield State University

Policy concerning:

Section: Student Affairs

Number: **

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APPROVED: (Date)

REVIEWED:

Under Westfield State University's Preferred or Chosen Name Policy, a preferred name will be used in many university contexts including:

- University Directory,
- Degree Works, MyWestfield, Banner, Plato,
- Dean's List,
- Campus mail, class roster, grade roster, and degree audit.

REVIEW

This policy will be reviewed every three years, and revised as needed, by the Registrar and the Vice President for Justice, Equity, Diversity and Inclusion.