

URI Cooperative Extension and Outreach Coordinating Committee

November 30, 2020 Meeting Agenda / Notes

ACTION ITEMS

1. Debby: Formulate internal survey to collect information for a) Annual Report; b) Civil Rights Review; c) Plan of Work/Institutional Profile
 2. All: Review with CEO Coordinating Committee on Nov 30; [Debby, see comments in survey doc](#)
 3. Kate, Sarah: Draft email from CoopExt to RI Foundation re: Request to meet to discuss CoopExt JEDI initiatives across our strategic areas of focus by **December 9**; send to Debby
 4. Debby: Send internal survey and invitation to Smith-Lever survey Q&A sessions via email to faculty and staff by **December 9** with links to WebEx meetings for on December 14 and December 17:
 - Why DEI? *USDA Civil Rights Review, NIFA requirements, it's time!*
 - What Can We Do? *Collect demographic data during registration (show example)*
 5. All: _____ Populate [JEDI Training opportunities for CoopExt faculty & staff](#)
 6. All: _____ Populate [Funding opportunities for JEDI-related programming and Improvements](#)
 7. All: _____ Populate [Active and Potential Narragansett Indian Tribe/URI Extension projects](#) to capture past, current and future project activities
 8. All: **Next CEO Coordinating Committee meeting: Wednesday, January 7 at 10:30 a.m.**
 9. Debby: Collect survey responses due by January 15; review data
 10. Kate: Schedule webinar for CoopExt faculty & staff in mid-February
 - Discuss what we can do to improve service to underserved populations, and resources, trainings, funding
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COMMITTEE RESOURCES

- [2020 Coordinating Committee Google Drive](#) folder
 - [CoopExt Social Justice resources](#), curated in June 2020
 - Master Gardener Program JEDI resources, curated in September 2020
 - [EFNEP and SNAP-Ed demographic surveys](#) from Sarah Amin, Oct 2020
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TOOLS

→ **Collecting Demographic Information at Program Registration:**

- ◆ *Demographic Information: It is important that we ensure equal opportunity for all who might benefit from our programs. To help us improve how well we reach the diverse audiences within Rhode Island, and as a way to document those we are currently reaching, we are seeking the following information on an optional basis:*

Race (select one or more)

- American Indian or Alaska Native —Asian
- Black or African American —Native Hawaiian or Other Pacific Islander
- White —Custom (open field)

Ethnicity

- Hispanic or Latino —Not Hispanic
- Prefer not to respond

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Gender

—Male

—Custom (open field)

—Female

—Prefer not to respond