1. Follow-up items:
   a. TA and student focus groups – Dr. Blue reported that the TA focus group was rescheduled for Wednesday, April 20, 11:45-12:50 to allow more TAs to attend. Dr. Foster agreed that MCDA would assist with cultural competence trainings for TAs. Dr. Foster suggested that the student focus group be scheduled during a summer semester or in early September.
   b. CROP student visit – Brigit Dermott reported that this visit went very well and suggested that the committee liaison with the CROP office at UF (housed in the College of Education).
   c. Cultural Competence Workshop – Dr. Blue / Brigit Dermott reported that this workshop is scheduled for May 9 in HPNP G-112. AP: Dr. Blue will send out a notice to the chairs asking them to encourage faculty, staff and students to attend.
   d. Meetings with departments – Dr. Blue reported that she has met with four departments and will meet with a fifth department on Friday. Recruitment has been a recurring theme in terms of departmental needs. Dr. Blue reported that colleges will soon have embedded career counselors who will be prepared to address specific job markets tailored to our programs as well as to serve as a liaison for our programs to other colleges.
   e. Update on RWJ summer program Letter of Intent – Dr. Blue reported that the letter of intent was submitted and HSC is waiting to hear if it will be invited to submit a full proposal, which will be due in mid-May.
   f. Dr. Blue also reported that Amy Ladendorf shared an inclusive learning environment statement that will be included in PT syllabi. MCDA helped PT develop. AP: Dr. Blue will share with the curriculum committee and encourage the college to adopt as part of the syllabus template. Claudia Friedel will add the language to the Diversity website in the resource section.

2. Reports from working groups – All
a. Portfolio: Next step is a needs assessment. AP: Research what other schools of public health offer in terms of cultural competence training and resources. Dr. Vaddiparti agreed to help with the needs assessment. It was agreed that the group will work on this over the summer in order to keep the project moving and it was noted that the needs assessment does not need the same level of formality as research project. It was noted that PHHP has unique diversity needs in that the college is majority female and some departments have a majority of international students.

b. Website: Brigit reported that she made some aesthetic improvements to the site. Claudia agreed to add events to the site moving forward. It was also agreed that Claudia or Gus will add the committee agendas and minutes to the website.

Next meeting May 9, 2016