Multi-Society Diversity Council Meeting  
Monday, October 15, 2018, 12:00 noon – 1:30 pm  
Hilton Hotel, Private Dining Room, Columbus, Ohio

(Minutes in Italics: Action Items in Bold)

1) Welcome – Began meeting ~12:13PM
2) Attendance and introductions
   Lynnette Madsen, ACerS
   Diana Essock, ASM
   Amy Clarke, AIST
   Robert Hyers, TMS
   Michele Feder, (via phone) MRS
   Keith Bowman, MSDC Chair
   Lesley Frame, ASM
   Regrets: Martha Mecartney, Sossina Haile, Dianne Chong, Talat Rahman
3) Update on panel discussion at MS&T
   - LM shared that the organization was relatively late – programming is on Wednesday and a late addition to the program.
   - MSDC members shared that they had not heard about it until recently and that we need to improve communications and networking for similar events in the future.
4) Succession planning for the Multi-Society Diversity Council. AIST is on board to chair next, but need board to vote in November for approval
   - Need established MOU or similar record for all participating groups
   - LM will ask ACerS about hosting website for visibility and record keeping
   - Should we have a co-chair?
   - Should we have a multi-year appointment for chair position for greater stability
   - How will rotating leadership roles affect agreements with organizing societies?
   - (was presented as new business) - what is the mechanism and expectations for adding new organizations?
5) Generating a list of diversity-related policies and practices for benchmarking each of our organizations
   - KB, with KT’s help, will generate list of practices/activities for benchmarking survey of each organization.
   
   Initial List:
   - Organization Diversity Policy — list of specific designations (e.g. gender, race, economic status, citizenship, disability, etc.)
   - Meetings Policy — (diversity of participants, speakers, behavior rules, harassment, etc.)
   - Accommodations (e.g. bathrooms, prayer, child care, nursing, signing, audio description, etc.)
   - Demographics of Leadership, Board Membership, Committee Leadership, etc.
- Diversity Committee or Task Force (permanent, ad hoc, reporting lines, etc.)
- Diversity and Inclusion Meeting Programming (special meetings or regular/annual meetings)
- Diversity and Inclusion Standing Items on Board Agenda

6) Items to share with other societies
LM - ACerS (see items above under LM)
RH - TMS
   - TMS Diversity Committee Meeting
   - First Diversity Breakfast – Discussion of Gender Identity (attendance 60% women, better URM representation than by membership, etc.)
AC – AIST
   - Women in Steel Initiative
   - Women in Tech Careers
   - Extension to shop floors
   - Increase Chapter Level Participation
   - Survey
   - International – Lower Income country memberships
MF – MRS
   - Inclusive Graduate Education Network Collaboration with APS
     - Increase conversion of diverse undergrads to grad school
DE – ASM
   - 2014 began Diversity Initiatives – Women in Materials Engineering Breakfast is an annual and very successful event.
   - Third Successive Diversity Committee Chair
     - Four Subcommittees:
       1. Events – Networking, breakfast, etc.
       2. Career & Leadership Development – Webinars, Mock Interviews, Leadership Training (Joint with Emerging Professionals Committee),
       3. Leadership & Chapters – Annual chapter training integration
       4. Recognition and Promotion – Nominations, One Page in AM&P (proposed 5th subcommittee – Retention)

7) Strategic plan
   - Documenting Current Practices of Organizations
   - Assessing Gap between what we aspire to accomplish
   - Benchmarks that demonstrate our success

8) New Business
   - DE – Possible addition of Canadian Institute of Mining, Metallurgy and Petroleum (CIM) and the American Welding Society (AWS)
     **No objection – need to discuss mechanism of participation and membership**
     DE will contact and coordinate discussions- Note: dependent on MOU and succession planning.
     - KB, with support of KT, will plan next phone meeting @December.

9) Adjournment  1:32PM