

NEISA Sailors for Equity and Inclusion Committee



Monday July 6, 2020

Meeting Agenda

1. Update from ICSA Diversity Task Force
2. Education requirement
 - a. Materials
 - i. What have people looked at this week?
 - b. Recap of Thursday meeting
 - i. Presentation
 - ii. Decisions on formatting and content
 - iii. Presentation for team leaders
 - c. How do we get teams to do it
 - i. Any ideas?
3. Forming the Committee
 - a. Updates on schools without representatives
 - b. Inactive teams
 - c. Any difficulties contacting schools?
4. Onboarding for New Members
 - a. Current new members
 - b. Managing the transition in September when schools choose new reps
5. July 15 Meeting Plan
 - a. Attendance
 - b. Do we need to present?

Meeting Minutes

1. ICSA Update
 - a. Another ICSA town hall with prepared questions in approx. two weeks, likely a structured Zoom
 - b. Recommendations to ICSA by the end of the summer
 - i. Largely similar to our actions
 - c. Recruiting and walking on to teams
 - d. NEISA lesson plan for education will be forwarded to ICSA
 - e. ICSA Diversity Task Force looking for candidates from other districts

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2. Education Program

- a. Tailoring the education program to each team's need
- b. Presentation for team leaders
- c. Providing an example lesson plan for the July 15 meeting
 - i. "Uncomfortable Conversations with a Black Man"
 - ii. Starting with media and following discussion
 - iii. Providing "homework" so discussion is main focus
 - iv. Coming up with questions
 - v. Recognizing varying levels of comfort (using a video to provide common ground and some comfort for sailors and coaches)
 - vi. Providing time estimates for different activities
- d. Providing training/preparation for the facilitators
- e. Completion of program/accountability
 - i. Confirmation of program completion can be done by committee members, failure to complete might be able to go to executive committee
 - ii. "You just do it" kind of culture. I.e. you pay your dues, you do the education program. **Not using a "hammer" and instead creating a culture that makes teams want to participate**
 - iii. Committee helping reps through difficulties in completion (e.g. confidence in presenting, scheduling, etc)
 - iv. Support and not punishment
 - v. Difficult for smaller teams
 - vi. Sending out reminders
 - vii. This fall is a trial run, we will reassess in winter as to whether we need a stronger front or whether most teams do it simply with strong encouragement

3. Forming the Committee

- a. We should have all our reps by Sunday, July 12.
- b. Can teams have more than one rep?
 - i. No. Respond that they send only one representative to the committee but work together to create change on their team.
- c. Seniors as reps
 - i. Discourage older sailors but passion > class year
- d. Several teams having members changing in September because of COVID
- e. ICSA and NEISA have different lists of inactive teams
- f. WPI asked to be exempt
- g. Wellesley and Olin both coached by same person (Jeff, contact info in representative spreadsheet)

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- h. Diana and Frank are willing to contact coaches if sailors are not responding to us
 - i. Recording whether a team is inactive is valuable information for NEISA
 - j. We went through several schools to talk about contact information. See representative spreadsheet for details
- 4. Onboarding/New Members
 - a. Expanding meetings to every rep after July 15 meeting
 - b. Currently we've been sharing the Drive and adding them to a separate, more complete GroupMe
 - c. Onboarding meeting after July 15 where we can explain everything we're working on
 - d. Onboarding in small groups with an original member leading 4-5 people each
 - i. Integrating club and varsity team reps
 - ii. Keeping small groups through the fall
 - e. Timeline: late July, early August in small groups to give us time to schedule and work through all the information
 - f. Thinking through subcommittees and roles before the onboarding process
- 5. July 15 meeting
 - a. Just the original group from Call to Action
 - b. Be prepared for questions
 - c. Hold a meeting before July 15 to rehearse
 - d. Are we the officers?
 - i. Who are coaches and new sailors approaching to ask questions when they have them?
 - ii. We need structure and a streamlined process
 - iii. Yes, we are the "executive committee" through this fall and we can switch it up once we gain familiarity with other reps
 - e. Agenda
 - i. Presentation, questions, boom--motion!
 - ii. We will have time to go over educational piece
 - iii. We probably have <30min to present, bylaws will probably be quick so we have 10-20 mins to do educational presentation (assume 10)
 - iv. Pre-writing a motion to pass the educational piece (Preston and Jack)
 - 1. Not a mandate, just culture at this point

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- f. Be very prepared for wording questions and have bylaws explained well with a preface (esp. For coach the last meeting)
 - g. Do a dry run before NEISA meeting next Wednesday (credibility)
 - h. We need have everything prepared by Monday, July 13 for our 9pm meeting
 - i. Still unclear about what “regular members” mean for voting, but teams can approve bylaws electronically within two weeks of the meeting as well
6. Other ideas
- a. “Inclusivity” meaning weight inclusivity as well
 - i. Should teams be able to look for specific weights of sailors?
 - ii. Racial inclusivity moving policies into other arenas of inclusivity as well
 - b. Getting a spot on the NEISA website
 - i. Also discussed by ICSA task force
 - c. Self-organization on next undergrad meeting to pick roles and contact people, etc