1. Introductions and Scheduling
   ● All members present introduced themselves
   ● It was decided that future meetings will take place on Fridays from 9:30am - 10:30am

2. Soliciting Additional Members and Open Meetings
   ● It was decided that all future meetings will be open to the public

3. DEI Committee Charge
   ● Committee came to a consensus that a charge is desired
   ● Discussion of the role of the committee, to be continued in next meeting

4. Collegiate and Presidential Fellows Programs — Department Policies
   ● Discussion of misalignment between department and college policies regarding Fellows
   ● Committee expressed desire to attract and support diverse Fellows
   ● Will follow up on initiative in future meetings

5. Review of Priorities
   ● Discussion of potential workshop topics and colloquium speakers

6. Updates and Announcements
   ● ADVANCE survey to be reviewed by SWIP