

Date	08/31/2023 Time: 11:00 am - 12:00 pm				
Invitees / Attendance	P Jai Jackson	P Lara Fontaine	A	Harriett Williams	
	P Scott Belcher	P Brian Mathis	A	Gary Beckman	
	P William Bauer	P Diane Chapman			
	P Anurata Hridi	A Meghan Manfra			
Action Items from last meeting	<p>The Meeting was called to order in Zoom at 11:05 a.m. with a quorum present.</p> <ol style="list-style-type: none"> 1. It was advised that the meeting would be recorded for use in capturing the Minutes and the recording would not be shared publicly. 2. Introductions were made for new and returning committee members. 3. The committee reviewed the Speakers and Lectures Committee charge. 4. The January 19, 2023 meeting minutes were approved. Motion to approve by Brian Mathis and seconded by Dr. William Bauer. 5. The February 23, 2023 meeting minutes were approved. Motion to approve by Dr. Lara Fontaine , seconded by Dr. Scott Belcher . 6. The committee reviewed the Annual Report 2022-2023. 				

Recap of Last Year

- Dr. April Joy Ericsson a NASA Scientist came to campus on October 13, 2022 and spoke about her work with the Artemis Missions and shared her experiences in her field. This helped to bring in individuals from underrepresented backgrounds, as well as individuals that were interested in science, mechanical and aerospace engineering and members of our campus community.
- Dr. Kwame Anthony Appiah - a Philosopher from New York University came to campus on February 9, 2023 and spoke about Political Identities.
- The goal of this committee is to bring in dynamic speakers and to partner not only with NC States students, faculty and staff; but the committee has also invited colleagues and peers from the Raleigh Cooperating Colleges and have negotiated with speakers the ability to stream events online as the committee would like to expand opportunities beyond and not just limit our reach to the Raleigh Metro area.

Logistics on Speakers

- The committee in years past has operated on cycles where every other year funds that have been accumulated through the Harrelson Endowment are spent on bringing notable speakers to campus. The cost for the speakers range from \$15,000 to \$30,000 dollars.
- There is planning that takes place on the off-years to bring in and schedule these speakers, however, the committee can still bring in speakers on the off-years as well (i.e.- speakers on a smaller pay scale or local speakers).
 - As a committee, what is the expectation in bringing in speakers?
 - As a committee, we will discuss, plan and execute bringing in speakers to campus; in the past, bringing in speakers has operated on off-years, it does not mean that the committee will do that every year. Should the committee want to bring in a speaker this year, the committee will do research on who we would like to bring in and then operationalize it; this will include the following:
 - Dividing up roles/responsibilities of the committee members.
 - Negotiating the terms of the contract for the speaker.
 - Collaborating with marketing, The Office for Faculty Excellence (OFE) and The Office for Institutional Equity and Diversity (OIED) communications to market and handle the scheduling and logistics for the event.
 - Is it within the charge of the committee to look towards advancement to increase the residuals the committee receives for potential opportunities?
 - It is at the discretion of the Provost, however, the committee can recommend asking for more funding to be brought in to expand, especially if the current funds are limiting the ability of the committee to bring in individuals on a more cyclical basis.
 - Dr. Jackson will work with Sunanda to get an update as to how much funds are available in the Harrelson Endowment fund. The committee has to maintain a certain balance in the account in order to continue to have the residuals delivered to the committee.
 - As of 8-31-2023 the current amount in the Harrelson Endowment is \$31,826.35.

Speakers and Events for 2023-2024

- A suggestion was made that the committee think about possibly bringing in a speaker towards the latter end of the fall semester or start planning for a speaker in the spring semester.
 - Dr. Jackson charged the committee to bring a list of individual speakers that would be beneficial to bring to campus or explore at our next committee meeting.
 - Dr. Jackson will also provide a list of different organizations that handles speakers that NC State has worked with in the past.

- When the committee thinks about inviting speakers, is there a way to gauge people's interest in terms of which topic and which speakers to bring in?
 - We are limited in terms of surveying the entire campus community.
 - There is a robust Survey Committee for the University that you have to get advanced approval for in order to capture a survey of individuals effectively as a result of the varied representation on campus.
 - This committee relies on the committee members to represent your respective areas.
 - In previous years, the committee has been solicited by organizations on campus that was interested in co-sponsorship.
 - The committee will fund co-sponsorship from \$0-\$5,000.
 - How do you request a speaker that you may be interested in to be invited to speak on campus?
 - If you find an individual that you are interested in bringing to campus, you will do the following:
 - Bring the name or interest to the committee for approval.
 - If the committee approves, we will work with the speakers organization they are representing (if they have one), if not, we would work directly with them to determine their fee; it is generally up to the individual to indicate their specific fee.
 - We then negotiate with them to come up with a substantial fee that is suitable for both parties.
 - Are these speaking engagements held in person or virtual?
 - The speaking engagements are held both in person and virtually.
 - Dr. April Joy Ericsson gave the committee permission to stream her presentation online and also to save a copy of it to post online.
 - Dr. Kwame Anthony Appiah gave the committee permission to share his presentation online within our campus community for one year; after that year the committee has to take the presentation down and preserve it in the NC State archives, and is not to be shared beyond NC State.
 - Last year, the committee created a spreadsheet and submitted suggested speakers for campus.
 - It was suggested that the committee seek out commemorative opportunities on campus to provide additional co-sponsorships. This is a great opportunity to engage with our campus community and collaborate with them in partnerships; thus expanding our ability to create meaningful connections and impacts throughout campus.
 - Dr. Jackson will create a Google Doc on the committee's shared drive to share ideas on speakers or topics of interest that committee members can submit their ideas on. These ideas can then be shared/discussed at our next committee meeting.

New Business

- Vote on Deputy Chair for next committee meeting.

Adjourn

The meeting was adjourned at 11:54 a.m.

Next Meeting:

Thursday, September 21, 2023, 11:00 - 12:00 p.m.