

CALIFORNIA INSTITUTE OF TECHNOLOGY

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To: The CCE Community
From: The CCE Diversity, Equity and Inclusion Committee
Date: August 24, 2021
Re: First Annual Report

Last summer the CCE Division Chair, Professor Dennis Dougherty, spoke of the “importance of attracting and retaining the most brilliant, creative, and dedicated scientists and engineers; people who may have traveled many different paths to get to Caltech and who can enhance our program in limitless ways. I am committed to having CCE be a leader in this effort”. With that focus, the CCE Diversity, Equity and Inclusion (DEI) committee was established to work on the multiple and varied tasks required to understand and improve the climate of the Division in terms of inclusion, diversity, and equity.

Charge to the Committee. The CCE Diversity Committee works with the Division’s Diversity Officer to develop new initiatives, steward ongoing programs, coordinate efforts across the Division, and interface with Institute-level activities that enhance diversity, equity, and inclusion in CCE.

CCE Diversity Committee Roster 2020-2021. Brian M. Stoltz (CCE Diversity Officer and chair), Scott Cushing (faculty), Bil Clemons (faculty), Sarah Reisman (EO Chemistry), Kim See (faculty), Reina Buenconsejo (Grad Student), Kyle Virgil (Grad Student), Stephanie Threatt (Postdoc), Paolina Martinez (CCE staff, ex officio), Elyse Garlock (CCE staff, administrative support), Janny Manasse (Development staff, standing invited guest).

For the committee to encompass the concerns of the CCE community, it was important to connect with the active DEI student groups within CCE, which included the Chemistry Graduate Studies Committee (CGSC) and their DEI subcommittee focusing on projects to address equity, inclusion and diversity in the division, the Diversity in Chemistry Initiative (DICI) and Women in Chemistry (WIC). In addition, CGSC student leadership organized two CCE workshops/All Hands meetings. One meeting was a listen-and-learn workshop for the CCE Division presented by CCID (Caltech Center for Inclusion and Diversity), while the other focused on discussion and brainstorming within CCE. CCE student leadership has been exceptional throughout the year. In addition, the CCE DEI website <https://cce.caltech.edu/about/dei> was created and now includes regular posts with the CCE DEI monthly meeting agendas and minutes, as well as information about fellowship opportunities and ongoing DEI initiatives within CCE.

The CCE DEI Committee met for the first time on October 21, 2020, and numerous topics were discussed in this initial meeting. Committee operations, frequency of meetings, and the importance of transparency were discussed, with the decision that meetings would be held once a month. Items for the agenda would be requested from committee members including highlighting important points of information from the campus community as well as the CCE community. The meeting minutes would include an outline of conclusions on meeting discussion and following the approval of the meeting minutes, by the committee, the minutes would be uploaded onto the CCE DEI website.

The first meeting included discussions on multiple options to increase funding for the CCE DEI efforts, plus ways to structure donations and endowment requests. The committee assumed responsibility for reviewing and recommending the best use of the DEI funds established through contributions from the CCE Chair and other CCE faculty, which totaled \$70,000 by the end of the summer of 2020. Another aspect of the funding discussion included what mechanism should the committee use to disperse funds? As a result, a funding subcommittee was formed to create and propose funding request guidelines and request form(s). Janny Manasse, Senior Director of Development Advancement and Alumni Relations, joined the CCE DEI Committee as a permanent invited visitor and will participate in the funding subcommittee. The continued fund-raising and distribution of these funds is an ongoing effort and we have established a CCE DEI funding subcommittee to perform the lion's share of this work.

Summary of CCE DEI Activities throughout 2020-2021 academic year

- As part of a campus-wide [effort, CCE Future Ignited](#) planning began in August by compiling contact information for department/division chairs in Chemistry, Chemical Engineering, Biochemistry and Molecular Biophysics from over 200 institutions, focusing specifically on increasing awareness of our doctoral program among potential underrepresented minority graduate student applicants. Professor Agapie, working with the Future Ignited CCE Organization Committee, utilized the contact information to send out the CCE Future Ignited invitations on September 4, 2020. Future Ignited took place on October 17, 2020. There were 217 attendees from across the country with a majority of them being either Senior or Junior undergraduates. The participants had the opportunity to engage in short science talks plus “a day in a life of a graduate student” discussions. In addition, they heard from panels of current students and faculty that covered such topics as applying to grad school, types of challenges to be faced, and the process of building a community. Professor Agapie followed up with all the Future Ignited participants and encouraged the prospective graduate students to apply to Caltech or to become a WAVE fellow and perform summer research in a Caltech lab. Eventually, 51 of the attendees applied to Caltech in the Fall of 2020 for graduate school, and 19 were admitted. In CCE there were 3 students in Chemistry, 1 in Chemical Engineering and 2 in BMB.
- As part of CCE's Future Ignited program the recently funded Donald Alstadt “workshop” will send Caltech faculty and students to local colleges to share insights into the research they perform at Caltech in CCE with undergraduates from underrepresented and low-income backgrounds. A contribution of \$300,000 endows the workshop, with the ultimate goal to attract these aspiring scholars to careers in science and engineering.

- Throughout the fall of 2020 CCE Faculty volunteered to represent our graduate programs in the Caltech “virtual booth” at four conferences that focus on highlighting the scientific contributions of underrepresented minorities. The faculty participated in the GEM (Graduate Education for Minorities) Conference on September 12, the NOBCCChE (National Organization for the Professional Advancement of Black Chemists and Chemical Engineers) Conference on September 25, the SACNAS (Society for Advancement of Chicanos/Hispanics and Native Americans in STEM) Conference from October 19 to October 23, and the ABRCMS (Annual Biomedical Research Conference for Minority Students) Conference from November 9 to November 12.
- A new orientation training/workshop for first year graduate students was implemented at the beginning of the fall term and was spearheaded by graduate students in CCE.
- The Diversity in Chemistry Initiative group (DICI) started an outreach project with Pasadena City College (PCC) with the aim of encouraging marginalized students to pursue science and consider practicing it at Caltech or beyond.
- CGSC students organized two workshops on how to apply to grad school at Caltech for undergrads at PUIs and created fliers with tips for applying.
- In November 2020, DICI (Diversity in Chemistry Initiative) submitted a proposal for the “Implementation of a New CCE Research Group Role: DEI Coordinator.” “The purpose of the DEI coordinator is to help foster a healthy space within their research group to discuss and encourage participation in DEI-related ideas and initiatives.” The CCE DEI committee approved the proposal, and the proposal was presented to the CCE faculty at their November meeting and received unanimous approval to proceed with the implementation of the DEI Coordinator position. An initial meeting with the DEI Coordinators was scheduled for December 9, 2020, including the full CCE DEI committee. A power point presentation “Implementation of the New Research Group Role-DEI Coordinator” outlined the role of the DEI Coordinator within their various research groups. Important requirements of the role included being trained by the Caltech Center for Inclusion and Diversity (CCID) through their Diversity Ambassador training program (<https://diversity.caltech.edu/programs/dia>) or a similar training program (it was requested that all the coordinators sign up for “Decoding Diversity” workshop set for Wednesday, January 13, 2021). In addition, the DEI Coordinators were expected to familiarize themselves with current DEI-oriented initiatives throughout Caltech (e.g. outreach, seminars, etc.) and regularly (at least once per quarter) spread awareness of them to their research group in group meetings and encourage their group members to participate. Furthermore, DEI Coordinators were responsible for distributing an anonymous survey to their research group, requesting feedback or comments on DEI-related practices along with encouraging involvement at the research group level in diversity-orientated advocacy and outreach. Currently, more than 25 groups in the division have opted-in to the program and have [DEI coordinators](#).
- In 2019, Barbara J. Burger, President of Chevron Technology Ventures, endowed the Barbara J. Burger Women in Chemistry Annual Prize, which furnishes research-related support for female graduate students in Chemistry at Caltech. The 2020 recipient of the prize was Molly McFadden a member of Professor Robb’s group and a CCE DEI Coordinator.

- Diversity in Chemistry Initiative (DICI) coordinated a Gilead Panel Discussion (co-hosted with CGSC, PRISM, Women in BBE, and Women in Chemistry) focused on exploring the experience of working in industry of various representational groups. Various “resource groups” members from Gilead participated as panelists (Asian Network, Organization of Black Employees, Gilead Pride Alliance Gileados (Latinos at Gilead), Veterans, and Women at Gilead).
- In November 2020, Professor Cushing launched a 1:1 mentoring program with Charles Drew University in Los Angeles, a Historically Black Graduate Institution (HBGI). Approximately 16 to 17 individuals from each institution are participating in this program.
- The CCE admission teams were trained by Caltech Center for Inclusion and Diversity Director, Hanna Song, on implicit bias and best practices for admissions.
- At the CCE DEI Committee meeting on February 17, 2021, it was noted that the Caltech Committee on Name and Recognition and President Rosenbaum submitted a unanimous recommendation to authorize the removal of Millikan, Chandler, Gosney, Munro, Robinson, and Ruddock names from campus buildings and other memorialization due to their affiliation with the “Human Betterment Foundation.”
- CGSC created a DEI video on their work for the chemistry graduate visit weekend and hosted office hours during the visit weekend to talk about DEI efforts with incoming students.
- Through BSEC and Club Latino organization, CCE students of color reached out to visiting students of color to offer additional resources and mentorship
- [Caltech Shines](#) is a new program to virtually invite those students that have chosen Caltech to experience and participate in affinity organizations at the campus level. It was a collaboration between CCE and BBE with Professors Clemons and Stoltz of CCE and Professor Dickinson of BBE creating the program with a focus on making all students feel valued and included in the Caltech community. The program was a full day event on April 3, 2021. It was highly successful, and we hope that it will broaden into a campus wide event next year.
- The final graduate admission numbers (incoming Fall 2021) for the institute are highly encouraging in terms of diversity (30% Women, 17% URM), and the CCE numbers mirror that of the Institute (39% Women, 19% URM). We look forward to welcoming and supporting the most diverse undergraduate and graduate incoming classes in Caltech’s history this Fall.
- Women in Chemistry presented three scholarships to local high school women (one scholarship is \$750 and two scholarships are \$500) at the end of the Spring Quarter.
- The CCE DEI Website launched with a prominent location on the CCE Frontpage at <https://www.cce.caltech.edu/about/dei>. The site includes a variety of information, such as fellowship opportunities, details on DEI initiatives in the division, as well as contact information for CCE DEI organizations. Furthermore, statements clarifying fee waivers for graduate applications can now be found on the CCE DEI website and the CCE graduate admissions page.

- The Center for Inclusion and Diversity (CCID) Celebration of Excellence Awards recognizes the work of campus community members who have contributed to inclusion, diversity, equity, and accessibility initiatives at Caltech during the last year. This year the CCID dedicated an additional award, The William “Bil” Clemons “*Agent of Change Award*”, to be given to individuals who embody servant leadership through demonstrated commitment to steering social change within the Caltech community, taking initiative, and having the vision to translate a need into actionable steps to create a more inclusive campus climate by engaging in advocacy and organizing effort with clear deliverables. The inaugural award was presented to CCE faculty member Professor Clemons. Other CCE Division awardees include Chemistry graduate student Alexia Kim (“*Women Mentoring Women Helen McBride Outstanding Mentee Award*”), and Bioengineering graduate student Ella Watkins-Dulaney (“*Women Mentoring Women Candace Rypisi Outstanding Mentor Award*”).
- Work is beginning on the Future Ignited event scheduled for October 2, 2021, which will be a Zoom Event. We hope that attendance will be high and that CCE will be strongly represented again this year.

The accomplishments of our first year – the initiation of the CCE Diversity, Equity and Inclusion Committee, Future Ignited, Caltech Shines, introduction of the DEI coordinators, and preparing to welcome the most diverse class of incoming graduate students to CCE in its history – lay the foundation for so much more to be done. Racism, sexism, and the fear of *the other* has made us complicit in perpetuating who has and continues to benefit from over four hundred years of societal forms of oppression, and who has and continues to suffer from the “lie that corrupts American life”. Our committee thanks everyone who has contributed to these efforts thus far and asks everyone in our CCE community to further prioritize the goal of increasing DEI across all aspects of our campus life. We welcome your input and assistance toward the realization of these aspirational goals.