

Acceptance, Representation, Community (ARC) Committee Meeting Agenda

Topic: Spring 2026 Book Club Planning

Date: Friday, 10.17.25

Time: 12:00-1:00 p.m.

Location: 224 Kilpatrick

Facilitator: Rachel Bray

Attendees: Rachel Bray, Janet Turner, Brian Gibbs, Suzanna Roman-Oliver, Christina Gillespie, Julie Wilson & LaTeshia Warren

I. Welcome & Opening Remarks

- ARC Committee By-laws: [COE_ARC Bylaws-Revised Fall 2025.docx](#)
 - Hold off on sending the bylaws and meeting minutes until we can find out who this needs to be sent to, LaTeshia will check with the Dean's office

Meeting Objectives

1. **Select the spring 2026 book club title** that aligns with organizational DEI goals and represents diverse perspectives while ensuring accessibility for all participants.
2. **Establish the logistical framework** including meeting schedule, format (in-person/virtual/hybrid), and facilitation approach for the spring book club series.
3. **Assign roles and create an action plan** with specific responsibilities, timelines, and success metrics to ensure effective implementation and promotion of the book club.

II. Review of Fall 2024 Book Club

- Participation metrics and feedback summary
 - Previous book clubs included students and community members, due to numbers we had Faculty and a student book club
- Key successes and challenges
 - We had funding in the past and there is a possibility of funding the books through the dept of teacher education, 2 sets of 10 copies of each
 - Brian mentioned the use of the Deal Center Early Literacy Grant
- Lessons learned to inform spring planning

III. Spring 2026 Book Selection

A. Selection Criteria Discussion

- Alignment with organizational ARC goals
- Representation across diverse perspectives (race, ethnicity, gender, disability, LGBTQ+, etc.)
- Accessibility (reading level, availability, cost)
- Balance between challenge and engagement

B. Proposed Book Options

- Review shortlist of 3-5 books: Lateshia's Poll:
<https://forms.office.com/Pages/ResponsePage.aspx?id=-pzSv3GO5kKavJU6bW8H1sh0r8KzRilDjpIJE9Qw72FUQVFNMzldWTFBTkRENE1ZQ0ZMVLNMT0kySS4u&loop=1>

C. Final Book Selection

- Vote or consensus decision
 - [That Librarian: The Fight Against Book Banning in America](#) Amanda Jones
 - Co-Leaders: Janet & Suzanna
 - [Teaching on Days After: Educating for Equity in the Wake of Injustice](#) Alyssa Hadley Dunn
 - Leader Brian Gibbs

IV. Logistics & Structure

- Book club could be advertised through faculty, flyers, electronic & front page
 - If the flyer is produced by the campus (GCSU printing: Brookes & Bailey) then we won't need to seek approval
 - We need to check if there is a cost for flyers
 - Gather interest via email and then a during our November COE meetings

A. Timeline & Schedule

- January-April meeting once a month via zoom
- Tues or Thursday; one-hour, alternate weeks so that people have the option to join both book clubs

B. Format & Facilitation

- Facilitator will provide communication for meeting details

- Virtual & set up planning for those in your group
- Discussion guide development:
 - Consider questions or discussion of parts of the book

C. Accessibility Considerations

- Audio book availability
- Large print or digital format options
- Closed captioning for virtual sessions
- Accommodations for participants with disabilities

V. Promotion & Engagement Strategy

- Communication plan and timeline
- Registration process
- Target participation goals
- Incentives or recognition for participation
- Cross-departmental outreach strategies

VI. Budget & Resources

- Book purchase/distribution budget
 - The dept of teacher education volunteered to purchase 2 sets of books; 10 copies of each
- Technology needs for virtual sessions
 - Use of TEAMS if you don't have a GCSU zoom license
- Marketing materials
 - Book club could be advertised through faculty, flyers, electronic & front page
 - If the flyer is produced by the campus (GCSU printing: Brookes & Bailey) then we won't need to seek approval
 - We need to check if there is a cost for flyers
 - Advertise with Front Page and communications department, Ian COE contact
 - Gather interest via email and then during our November COE meeting; 11/7, reminder during Department Meeting 11/14; sign up due date 11/19

VII. Roles & Responsibilities

- Assign committee members to specific tasks:
 - Facilitator(s)

- Communications lead
- Logistics coordinator
- Book procurement
- Evaluation/feedback collection

VIII. Success Metrics & Evaluation (5 minutes)

- Define what success looks like
- Plan for mid-series check-in
- Post-book club evaluation method

IX. Next Steps & Action Items (5 minutes)

- Summary of decisions made
- Clear action items with owners and deadlines
- Date for next committee meeting
 - [November 14, 2025](#)

X. Closing Remarks (5 minutes)

- Open floor for additional comments
- Appreciation and adjournment

Action Items Tracker

Action Item	Owner	Deadline	Status
Contact Communications; IAN	Christina		Pause for now
Contact Dean's Department about meeting minute submission	LaTeshia	By the next ARC meeting	
Drafting Flyers	Suzanna, Janet & Brian	Before 11/7	
Speak with Stacey W. about being added to the agenda	Rachel	11/7	
Book Club Reminder at Program Meetings	Teacher Ed/PLI peeps	11/14	
Book Procurement	Rachel	Update at next ARC meeting	