

**50th Commemoration of the Bursar's Office Takeover University Planning Committee (BOTC)
Meeting Minutes
October 23, 2017
12:00 – 1:30 PM**

Attendees

Ziggy Abdisubhan	Lesley-Ann Brown-Henderson	Jann Grovogui	Travis Martin
Kamilah Allen	Valerie Buchanan	Christopher Harry	Sekile Nzinga-Johnson
Dan Amato	Onis Cheatham	Joseph Holtgreive	Susan Olson
Alan Anderson	Dave Davis	Michelle Jackson	Karyn Reif
Jabbar R. Bennett	Stephon Davis	E. Patrick Johnson	Nsombi B. Ricketts
Kathleen Bethel	Karla Del Angel	Peter Kaye	Michele Rogers
Martha Biondi	Nicole Eggleston-Watkins	Kevin Leonard	Jeff Sterling
Dana Bozeman	John Franklin	Eugene Y. Lowe, Jr.	Brittany Williams
Dana Bradley	Austin Gardner	Teresa Mastin	Damon Williams
Theresa Bratanch	Christopher Gordon	MaryAnn Marsh	Charla Wilson
Ann Bradlow			

Announcements and Updates

Northwestern University Black Alumni Association (NUBAA)

Jeff Sterling, NUBAA President, reported that conversations are taking place with alumni and individuals who participated in the Bursar's Office Takeover in 1968. NUBAA anticipates that most of the Takeover participants will return to campus in May 2018 for Commemoration programming. NUBAA formally launched the 50th Commemoration of the Bursar's Office Takeover at their 2017 Destination Homecoming reception at the Black House. Alumnae [Daphne Maxwell Reid](#) will be honored at the 2018 NUBAA Summit, and alumnus [Michael Blake](#) will receive an Emerging Alumni Award.

Archives

Charla Wilson, Archivist for the Black Experience, noted that the main objective for University Archives in this process is to collect papers and materials from the Bursar's Office Takeover participants. Daphne Maxwell Reid, the first Black homecoming queen at Northwestern and Takeover participant, has already donated documents. University Archives is also engaging James P. Pitts, an alumnus and Takeover participant, to acquire his writings that documented the Black experience at Northwestern. University Archives is developing an expanded digital exhibit on the Bursar's Office Takeover which will include an events timeline and participant biographies. The online exhibit is set to launch in February 2018. Finally, a physical exhibit in Deering Meadow will open in May 2018, and be available for the entire month.

Lesley-Ann Brown-Henderson, Executive Director, Campus Inclusion and Community, added that the Black House Feasibility Study was completed in spring 2017 which included input from students on their vision for the space. Approval for renovations has been granted and a conceptual schematic design is in process.

Commemoration Website Preview

The test website for the 50th Commemoration can be viewed at <http://nuinfo-proto12.northwestern.edu/bursars-takeover/index.html>. The site will launch on November 9, and includes sections for event listings, news and media coverage, links to the NUBAA website and Takeover documentary video, and a link to the University Archives' digital exhibit of the 1968 Bursar's Office Takeover. Please send feedback about the new website to the Office of Institutional Diversity and Inclusion, at diversity@northwestern.edu.

Subcommittee Breakouts

Subcommittees met for a portion of the meeting to begin developing ideas and next steps for their work. Below are highlights from each subcommittee's meeting.

Programming

The Programming Subcommittee discussed a desire to develop programming that incites passion around the 50th Commemoration, while also being supportive to NUBAA's programming. They identified stakeholders as the Department of African American Studies, and opportunities to connect Commemoration programming to existing events such as MLK Commemoration, Black History Month, and Eva Jefferson Day. Student engagement was also discussed, with a focus on sororities and fraternities, and other targeted undergraduate and graduate/professional student groups. Some ideas for events included a One Book One Northwestern-affiliated event to discuss Dr. Martha Biondi's book, [*The Black Revolution on Campus*](#), and an event on April 22, 2018 to commemorate the first day of the sit-in. The Programming Subcommittee chair is Michele Rogers, Assistant Professor, Kellogg School of Management.

Engagement

The Engagement Subcommittee expressed an interest in utilizing MLK Commemoration activities and One Book One Northwestern programming to connect with the 50th Commemoration. Groups to engage include the NU Leadership Circle, state legislators and alumni politicians, the greater Evanston and Chicago communities, and Chicago Public Schools students. Members also discussed a press release to announce the Bursar's Office Takeover participants' return to campus (scheduled for May 2018), and ways that Medill students can be leveraged in this coverage. Additional engagement ideas included a town hall, collaborating with allies, and identifying existing internal newsletters and University social media to involve the Northwestern and local communities. The Engagement Subcommittee chair is Dana Bozeman, Associate Director of Graduate Student Engagement, The Graduate School.

Marketing/Communication

The Marketing/Communication Subcommittee recommended that President Shapiro send a formal announcement to the Northwestern community about the 50th Commemoration and its significance. Promotional tactics discussed included aligning with MLK Commemoration, Black History Month, and One Book One Northwestern; utilizing social media and Northwestern Now; and engaging media outlets locally and nationally. Members recommended clarifying who we are trying to reach internally (faculty, staff, students, alumni), and externally (Evanston and Chicago communities, and nationally). The group also recommended an audit of University communication channels (social media accounts, etc.) and student group networks, as well as identifying alumni ambassadors to help share information. The Marketing/Communication Subcommittee co-chairs are Donna Biernadski, Assistant Vice President of Global Marketing and Communications, and Karla Del Angel, Senior Program Administrator, Global Marketing and Communications.

Legacy/Memorial

The Legacy/Memorial Subcommittee expressed interest in supporting NUBAA's memorial, which is already in the planning stages. There are discussions for the NUBAA memorial to include a plaque at the site of the Takeover, and possibly a glass wall inside the Black House with names of the Takeover participants. In addition to these efforts, the subcommittee is considering a bold and outward facing memorial, possibly located in Deering Meadow, inside the new University Commons, or at the Visitor's Center. The subcommittee's next steps will be to connect with units and offices that will need to be involved (ex. Facilities Management). Kathleen Bethel, University Librarian, added that there is a history of recognizing student unrest at Deering Meadow. The Legacy/Memorial Subcommittee chair is Ann Bradlow, Associate Dean of Academic Initiatives and Professor of Linguistics, Weinberg College of Arts and Sciences.

Other

Committee Co-chairs will consider soliciting potential themes/tag lines to associate with the 50th Commemoration. Lesley-Ann noted that the committee should be careful to hit the right sentiment; it can be celebratory, but also somber.

On February 9, 2018, the annual Center for African American History (CAAH) Symposium will be held, entitled "Black Student Movements". Provost Holloway has been invited to speak, and additional details are forthcoming.

The next meeting of the 50th Commemoration of the Bursar's Office Takeover University Planning Committee is scheduled for November 30, 12:00 to 1:30 PM, in Hardin Hall.

BOTC Subcommittees

Programming	Engagement	Marketing/ Communications	Legacy/Memorial
Carole Cahill	Kamilah Allen	Ziggy Abdisubhan	Dan Amato
Nancy Cunniff	Alan Anderson	Kathleen Bethel	Ann Bradlow*
Stephon Davis	Dana Bozeman*	Donna Biernadski*	Ron Braeutigam
Austin Gardner	Kasey Semaj Brown	Dana Bradley	Nicole Eggleston-Watkins
Christopher Harry	Val Buchanan	Onis Cheathams	John Franklin
Joseph Holtgreive	Dave Davis	Karla Del Angel*	Phylindia Gant
Michelle Jackson	Christopher Gordon	Robert Hariman	Peter Kaye
Travis Martin	Jann Grovogui	Kobby Lartey	Sekile Nzinga-Johnson
Michele Rogers*	Kevin Leonard	Teresa Mastin	Paula Pretlow
Maria Sanchez	Viorica Marian	Nehaarika Mulukutla	Karen Reif
Lee West	MaryAnn Marsh	Chris Watson	Jeff Sterling
Brittany Williams	Susan Olson	Damon Williams	Tim Stevens
	Charles Whitaker		Charla Wilson

*Subcommittee Chair