

**Minutes**  
**Academic Affairs Climate and Diversity Committee**  
**April 6, 2016, 9 – 10:30 a.m. Career Center Conference Room**

**Present: Elizabeth Bledsoe, Mark Dawson, Suzanne Droleskey, Leslie Uptain, Arthur Watson, Rachelle Dudley, Annette Shenkir**

**Not Present: Mario Rojo del Busto**

**I. Approval of Minutes (Watson) February and March**

Minutes from the February and March meeting were presented and approved.

**II. Announcements (Droleskey)**

**A. March Presentation to DOC**

Watson and Droleskey reported on presentation. Both felt it went very well. The posters from the Campus Climate Conference were used again in a display. Droleskey mentioned that everyone should review the Diversity Dashboard on Dr. Stanley's website and consider adding/editing what is there. Droleskey will forward the e-mail announcement about this. They handed out the benchmarking report at DOC and that was very well received. Kudos to Dudley for her work on this.

**B. Climate Conference Poster Presentations**

Droleskey reported that the posters were both well received. These were unique in that they were staff focused versus student focused. Several division staff who worked on the subcommittees related to the reports were presenters.

**C. Website Updates Monthly**

The AACDC Website will need to be updated monthly. Per Nancy Sawtelle who manages it, it is the most active page on provost's website. So, if you have information to get posted, please send it to Droleskey and she will send items monthly.

**D. People News**

Congratulations to Arthur Watson as he was named an ACE Service Award for staff winner!

Leslie Uptain is leaving Texas A&M University this summer and so a new Academic Services representative will be appointed. Leslie invited someone else to attend the Texas Diversity and Leadership Conference -13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>

- E. OGAPS Diversity Symposium takes place Tuesday and Wednesday. Tuesday night – "What is Your Problem?" is the presentation for the Community of Scholars. Wednesday's performance is open to the general public. It takes place from 3:00-5:00 p.m.

**III. Old Business**

**A. Budgeted Projects**

- a. Summer Supervisor Meeting 2016 (Uptain and Bledsoe)

A separate meeting on this topic will be held with several AACDC members present (Bledsoe, Uptain, Dawson, Droleskey, and Rojo del Busto). They have begun looking into

possible topics, dates, and survey questions. Potential dates appear to be July 18-22 or 25<sup>th</sup> – 29<sup>th</sup> or the August 1<sup>st</sup> week

b. **Meditation Training (Watson and Dawson)**

Watson indicated that AACDC cannot get a list of who is trained. He is checking with Nancy Watson to find an alternative way to obtain information.

**B. Past Committee Member Recognition (Droleskey)**

Droleskey noted that she had sent all chairs their paperwork with the exception of one individual from Rojo del Busto's subcommittee. And, she will take care of that shortly.

**IV. New Business**

**A. Reports from subcommittee Conveners**

a. **Recruitment and Retention (Rojo Del Busto) – no report**

b. **Benchmarking (Dudley)**

Dudley explained about her efforts related to Employee Resolution Groups. She called Georgia Tech, and they referred her to a document on their website which she will send out to us. The idea is to visibly promote group and explore funding options. Each group has two executive champions in upper administration and two principal empowerment officers – 1 Director Level. Discussions included meeting once per week at the beginning, then eventually go to monthly or quarterly. This is all fairly new for Georgia Tech as well. The areas of focus are on recruiting, professional development, and employee engagement. Sometimes they pair new employees with a mentor from a group. Dudley will send group the article recommended by Georgia Tech

c. **Climate Survey (Droleskey and Watson)**

The leadership endorses all recommendations made and only made some minor wording changes that clarify the recommendations. In addition, the Provost will be sending out an announcement asking all leaders to discuss the results of climate survey with staff by September 1<sup>st</sup>. We have offered the AACDC group to come to speak to these groups if needed.

d. **Mini-Grants (Watson)**

Watson reported that there were 11-12 applications submitted – 5 were selected.

e. **Tradition of Excellence Division New Award Criteria (Dawson)**

Dawson reported that the deadline has been extended to Friday (Close of Business) – Form & support letter up to three pages, two additional if needed are required.

**B. Budget (Watson)**

No new budget information to report

**C. Equity Plan – Updated and subcommittees (Droleskey and Rojo del Busto)**

a. Droleskey noted that Rojo del Busto is looking into the performance review process with Human Resources. She also reminded everyone that we have a required review of hiring practices in fall 2016. It will tell us whether supervisors are using all the

recommendations made about hiring processes after the last review in 2013. The third effort related to this is the “Red Flag Report” based on the Recruitment and Retention subcommittee’s report from November 2015.

**D. AACDC Rotation Schedule**

Droleskey noted that there are three people that are scheduled to rotate off the AACDC as of September 1: OGAPS (Dudley), VPR (Shenkir), and External Affairs (Droleskey). She reminded members that leadership can choose to reappoint, but that we should begin to have those conversations now in anticipation of identifying someone to replace members rotating off after completion of their three year term. Shenkir noted that the VPR is exploring becoming full members of AACDC instead of just a liaison role.

**V. Next Meeting: May 4, 2016 9 – 10:30 a.m. Career Center Conference Room**