

**Academic Affairs Climate and Diversity Committee**  
**August 2, 2017, 9 – 10:30 a.m. Career Center Conference Room**

**Attendees: Thomas, Droleskey, Watson, Piwonka, Roueche-Herdman**

**Not present: Dudley, Shenkir, Rojo Del Busto**

**I. Approval of Minutes (Watson)**—Thomas motioned to approve, Roueche-Herdman second

**II. Announcements (Droleskey)**

**A. Change of Meeting venue for all future meetings: 8<sup>th</sup> floor Rudder Tower.**  
Droleskey has reserved this room for the next year.

**B. Final Timeline for 2017 Accountability Reports (liaison is okay with this)**

1. Individual office reports within a unit due to AACDC representative (if the rep creates the unit report and gets it approved by the unit leadership) – noon Oct. 20 (Friday)
2. Unit Reports and subcommittee updates (Equity, Climate, and Benchmarking) due to AACDC compiler(s) for rollup – Noon Nov. 2 (Thursday)
3. Draft sent to AACDC and liaison to read and comment – Nov. 8 (Wed)
4. Review/edit in meeting – November 15 (Wed) **Put 9 – 10:30 a.m. on your calendars**
5. Edited version sent for final review – November 17 (Friday)
6. Submit report to liaison – November 27 noon (Monday)
7. Submit report to Diversity Office – **Dec. 1 (Friday)**

Reminder to get these dates on your calendar. Droleskey to book a room for Nov 15 meeting. The report is different than last year. Reach out to unit leaders to make sure it is discussed at meetings. Droleskey to send out a copy electronically of the dates and what she sent to her unit.

**III. Old Business**

**A. Budget (Watson)**—Getting rid of the support accounts for AACDC. All funds will be in one account starting Sept. 1. Only the mini grants will stay separate from the main AACDC operations account. Watson will work on a new budget for FY18.

**B. Recommendation Follow-Ups**

1. Career Ladder and Promotion Review (Fall 2015)
  - i. ALT Liaison asked Recruitment/Retention subcommittee to draft exit survey
  - ii. ALT Liaison submitted Red Flag Report to Provost
2. Climate Survey 2012
  - i. ALT Liaison has received the Standard Supervisory Training recommendations
3. Climate Survey 2014
  - i. Thomas and Shenkir -- AABS assignment of Diversity inclusion course and training notice for division revisions made (on hold per Liaison)
  - ii. Dudley -- Guide to promotion

No updates from liaison. Send a reminder out to units about the required trainings. Droleskey will send out what she sent so members can have a template to use if they want to.

**C. Supervisor Training (Watson)**

1. July Mediation training update and survey feedback

20 people were able to attend. Watson will send a survey out soon to get feedback from participants. Verbal feedback was positive and many expressed interest in the final two day that may happen in October. N. Watson gave Droleskey the survey results. Students are compiling information and will send to A. Watson when complete. Payment has been submitted. Droleskey and A. Watson wrote a letter to the interim provost to ask for approval to hire N. Watson to proceed with the additional two day training. No response back yet.

2. Justin Brown training update and survey feedback  
394 people signed up. 330 were in attendance. Survey results were given out for members to look over. These was a 56% response rate from attendees and they still have a few more days to submit the survey. In the future we will look into holding small groups to have more in-depth conversations. Also discussed was the difference in the two sessions (timing, participation, activities). Payment to the trainer has been submitted.
3. ADDED: Bi-annual Supervisor meeting—Watson has agreed to lead the event next summer. He will be looking for help. The group discussed his sending a general email out to see if any supervisors want to help in the formation of the next bi-annual meeting.

#### **D. AACDC structural review**

1. Draft of changes created and sent for review—Liaison will take proposed changes to leadership for discussion and approval. Revisions were well received.
2. Rotation schedule reminder (3 rotating off in Fall 2017). --Watson and Thomas will stay. Droleskey spoke with Rojo del Busto, who said he will check with DOF and let us know.
3. Category changes on budget. See Old Business
4. Website resources—Provost's Office is currently running two websites (current one in Plone and a new one in Kentico) waiting for approval to launch the new one. Droleskey will send forward updates to the AACDC website, but it may take time to get this updated given that they are maintaining both sites.

### **IV. New Business**

#### **E. Reports from Subcommittee Conveners**

1. Recruitment and Retention (Rojo Del Busto)—Student Affairs is launching their own exit survey soon. TAMU HR collects information from an exit survey but shared with the ALT liaison that they do not provide this information to units, but that they are considering working on a new survey someday. The liaison said we could create our own similar to what Student Affairs is doing and suggested reconstituting this subcommittee to look into this. Droleskey discussed this with Rojo del Busto, who said he would get back to her on it.
2. Mini-Grants (Watson)—No new information. Mini grant for the fall should be going forward as planned.
3. Hiring Process Review Subcommittee (Droleskey)—no change; the report is with the liaison and we do not have feedback or approval to proceed with recommendations.
4. Idea Contest (Roueché-Herdman)  
A new version of the report was handed out. Annual cost table has been added for an easy reference (PG 6). Members have been given two weeks to review documents and

respond back to Roueche-Herdman with comments. If no comments come back, we will proceed as is. Roueche-Herdman will send out the report electronically to all members.

5. Climate Survey (Piwonka)—The subcommittee is looking at data to see what they have and what they still need. Piwonka will send an announcement out asking who wants to be on the subcommittee. It was suggested that this happen soon before the new academic year gets started and staff become very engaged with the start of semester activities.

#### **F. NCORE 2017 Speaker Series**

1. AACDC Sponsorship
  - a. Advertising—AACDC is helping with advertising this series. Communications is also helping with branding. A webpage will potentially be added to the AACDC webpage that will have all the information for the series.
  - b. Introduction/hosting—Members have been asked to introduce/host one of the events. Please let Droleskey know what day(s) you can help. Droleskey will work on a script. Watson volunteered for the Sept. 20<sup>th</sup> event; Droleskey for Sept. 5<sup>th</sup>.
  - c. Invitations to speakers; coordination with Diversity Office on logistics. Deyanira Ely in the Diversity office has coordinated with the speakers and secured a space for the events.
2. Status
  - a. Sponsorship with Diversity office. --The diversity office will be providing some drinks and dessert. This will be advertised as a brown bag series. No lunch will be provided. This program will replace their fall diversity speaker series.
  - b. Speakers-- One from every college that presented at NCORE will be represented in the series. Droleskey will send out a list of speakers and presentation summaries.
  - c. Dates-- A schedule of the series was passed put. Droleskey will also send this out electronically.

Droleskey will get with Mark Dawson about the possibility of advertising for TAMU RISE through this series. If there is any other group that could find this series beneficial for advertising activities, please let Droleskey know.

#### **G. Website Updates (Droleskey)—discussed earlier**

**Next Meeting: Sept. 6, 2017, 9 – 10:30 a.m. 8<sup>th</sup> Floor Rudder Tower**