

MINUTES
Academic Affairs Climate and Diversity Committee
December 3, 2014
9:00 a.m. to 10:30 a.m.
Career Center Conference Room

Present (in alphabetical order): Suzanne Droleskey, Rachele Dudley, Jennifer Reyes, Mario Rojo Del Busto, Leigh Turner, Arthur Watson,

Not present (in alphabetical order): Michael Caudle, Gib Sawtelle

- I. Approval of Minutes from 11-05-14 AACDC Meeting - Droleskey moved to approve the minutes; Watson seconded the motion, and the minutes were approved.
- II. Announcements
 - A. Accountability Report - Droleskey reported that the report was submitted before the holiday break and Reyes said it was the second report submitted. Dudley was recognized for the work she contributed to completing the benchmarking data. Droleskey explained that per Council on Climate and Diversity (CCD) recommendations, this report included examples from specific units. Droleskey believed that by distributing the accountability report through the units, “diversity” could become a topic on office meeting agendas throughout the year.
 - B. Theme Recommendations – Turner reported that the documents were submitted to the Provost’s Leadership Team and was anticipating feedback prior to the December holiday break.
- III. Old Business
 - A. Supervisor Meeting Follow-ups
 - Request to HR on “at will employment” – Droleskey reported that re-write is still under review.
 - B. Training DVDs – The committee members in attendance suggested that some of the selected DVDs be screened at the end of our committee meetings: initially, the committee is interested in reviewing *Ouch! That Stereotype Hurts* and *Respectful Communicator: The Part You Play*, starting with the one that was most recently produced.

IV. New Business

- A. Presentation and Handout for January – Droleskey reviewed a draft outline of ideas for the unit's presentation to the Council on Climate and Diversity in January. Reyes indicated that the committee members are welcome to attend the presentation. Dudley and Watson have agreed to provide specific, unit-level examples for the presentation. The unit-level information should be provided to Droleskey before the December break. Droleskey will flesh out the draft and share it with AACDC at the January meeting.
- B. Reports from Subcommittee Conveners
- Benchmarking – Dudley indicated that the Benchmarking Subcommittee is down a committee member. Furthermore, the subcommittee may be re-convened to explore retention and campus climate initiatives at peer institutions. Droleskey offered to meet with Dudley to discuss this further.
 - Climate Survey – Turner indicated that the response rate is currently at 46% and the survey will close the second week of December.
 - Mini-Grants – Watson stated that the subcommittee has completed a draft judging rubric and drafted the call for proposals. The subcommittee is proposing two award cycles in the fall and the spring semesters. Watson will send the drafts to AACDC for feedback.
 - Recruitment/Retention (Rojo Del Busto) - Rojo Del Busto indicated that the subcommittee is working on a variety of homework assignments in two groups: organizational charts and career ladders. Both are related to the Equity Matrix established for the unit.
- C. AACDC Level Follow-ups for Sept. 2015 Accountability Report – Droleskey provided a review of the timelines and due dates to meet the September 2015 report. Essentially, department-level reports will probably needed to be submitted by July, 2015.

V. Adjourn