

Minutes: December 6, 2017 Academic Affairs Climate and Diversity Committee

Members Present: Rachelle Dudley, Suzanne Droleskey, Arthur Watson, Shilpa Hegde, Mofie Thomas, Annette Shenkir, Cynthia Burdick, Tom Owens

Members Absent: Catherine Roueche-Herdman; Elizabeth Piwonka

Previous meeting minutes approved by Cynthia Burdick, Annette Shenkir seconded.

II. Announcements

If you see anything on the website that needs to be corrected, please let Droleskey know. All Accountability reports are now on the website.

III. Old Business:

A. **Budget:** Reviewed the current financial statements provided by AABS, discussed a few questionable charges, Watson will check with Brandy Kosh to see what these things are.

B. Recommendation Follow-Ups

1. Career Ladder and Promotion Review (Fall 2015)
 - Watson will send out an email seeking subcommittee members
2. Climate Survey 2012 - No Updates
3. Climate Survey 2014
 - i. Diversity Training - The numbers are improving on the required diversity training assignment. Another report will be prepared at the end of January to solidify the completion percentages. Thomas will call University Press to get their completion percentages.
 - ii. Guide to Promotion - Owens has a plan for the Guide to promotion document. He will meet with AABS and REBS to review the plan. We will provide a workday term key to help with the change to WorkDay.....

IV. New Business

A: Reports from Subcommittee Liaisons

1. Recruitment and Retention: Owens will serve as the liaison to the committee working on recruitment and retention.
2. Mini-Grants: Watson reported that three proposals were submitted for the last round, two were funded. The next round will be announced mid-January. The call for proposals will include examples: NCORE conference, etc.
3. Hiring Process Review Subcommittee – no report
4. Idea Contest – Burdick reported a revised time line as of 12.8.2017 for the Ideas Contest Subcommittee:
 - Teaser Email will go out Second week in December 2017
 - More Information Email will go out January 2018 and begin accepting proposals
 - Authors of accepted proposals will be notified early March
 - Workshops in March for proposal participants

- Notify winners May 2018 – Tradition of Excellence Awards
Thomas will check with Brandy Kosh to see if there is a date scheduled for the program. Droleskey noted that AACDC's liaison approved using the program for this announcement.

B: Presentation Materials for Diversity Council Presentation

We reviewed and discussed the PowerPoint and handout for the upcoming Diversity Committee presentation (January or February). All are supportive of the draft outline Droleskey provided for the PowerPoint. We each agreed to provide a blurb on what we are most proud of in our units from the most recent accountability report for use in the handout. Note, information should not duplicate the information in the outline that will be presented. This should be a time to elaborate on something in a way that we were not able to do so in the rolled up report. This is due December 20th to Droleskey, by noon.

- C. Next meeting date – All agreed to move to January 10 owing to conflicts for January 3.

Next meeting: January 10, 2017 | 9-10:30 a.m. | 8th Floor, Rudder Tower