

Academic Affairs Climate and Diversity Committee
Feb. 1, 2017, 9 – 10:30 a.m. Career Center Conference Room

Members Present: Suzanne Droleskey, Arthur Watson, Catherine Roueche-Herdman, Elizabeth Piwonka, Rachelle Dudley, Mofie Thomas

Members not Present: Mario Rojo del Busto, Annette Shenkir

Previous meeting minutes approved by Mofie Thomas, Catherine Roueche-Herdman seconded.

I. Old Business

A. Budget (Watson)

The budget has not been distributed for the month. If there have been changes an email will be sent out.

B. February 3 DC Meeting (Droleskey and Watson)

The final presentation and handout were distributed. Everyone is invited to attend the DC meeting on Friday, 8:30-4:30. Drop in for our presentation at 3:30-3:45.

C. Recommendation Follow-Ups

1. Career Ladder and Promotion Review (Fall 2015)

Thomas and Droleskey – exit surveys

Mofie shared that Brandy said HR has an exit survey given out to employees, so AABS was going to review the survey. No update since that conversation. Will find out if AABS gets any feedback from HR on the results.

HR let AABS know that they use data collected to inform higher level supervisors of issues if noticed. Completion is encouraged to establish trends, but there is no way to know what division someone came from.

Piwonka– draft e-mail about how to find openings online will be sent forward after the meeting.

Shenkir – Workday options to find new openings - absent.

Droleskey - Red Flag Report draft review

Mofie provided some edits. Was voted on to send forward and is finished.

2. Equity Matrix (Watson)

i. Approving updates.

ii. More information about WorkDay forthcoming - February 17th for division meeting.

3. Climate Survey 2012

i. Standard Supervisory Training (Shenkir)

Asked for report from Brandy. Moving forward, take recommendations from Brandy and endorse those we support. More discussion will occur at the next meeting and the most recent version will be circulated via email ahead of meeting for comments.

4. Climate Survey 2014

Discussions about faculty and chair (2017):

Watson will get in touch with Christine Stanley for recommendations and Droleskey will touch base with Leigh Turner. Dudley will ask what faculty member does the analysis of the graduate student climate survey.

2014 -

Thomas -- AABS assignment of Diversity inclusion course and training notice for division Shooting for 100% compliance in EOD online class & additional training and memo reporting results. EOD deadline will be May 31 (checking for compliance in Sept.)

2 other trainings could have been used to satisfy additional requirement. Will review recommendations.

Guide to promotion

Proposing a training similar to the "Gib Sawtelle presentation." Rachelle has experience adapting a similar format for OGAPS.

D. Training (Watson)

1. Finalize Mediation Training Assessment Report draft and Recommendations
 - i. Approved
 - ii. Finalize
2. July and Sept. Mediation training
 - i. On Arthur's "to-do" list

III. New Business

A. Reports from Subcommittee Conveners

1. Recruitment and Retention (Rojo Del Busto)
 1. No update
2. Benchmarking (Dudley and Shenkir)
 1. No update
3. Mini-Grants (Watson)

Meeting this afternoon to discuss applications. 7 applications submitted.
Question: Is there a tracking sheet that can show who has applied, received, etc.
4. Hiring Process Review Subcommittee (Droleskey)

Currently working on coding, and have looked at how long positions were open, etc. It looks better than 2013. Report should be complete by the end of February. A special note from co-chairs to those helping would be a nice gesture.
5. Idea Contest (Roueché-Herdman)

Will list recommendations with bulleted list. Timeline:

 1. What's YOUR Big Idea?
 - i. First round of submissions will be taken in July via webform. Round 2 will occur in September. Categories include Diversity; Work/Life Balance; Workload innovation/innovation
 2. Outstanding questions:
 - i. Group Award or Individual?
 - ii. Budget?
 - i. Prize
 - ii. Implementation

Catherine will discuss with committee and bring back to group

IV. Next Meeting: March 1, 2016, 9 – 10:30 a.m. Career Center Conference Room