

MINUTES
Academic Affairs Climate and Diversity Committee
June 3, 2015
9:00 a.m. to 10:00 a.m.
Career Center Conference Room

Present: Suzanne Droleskey, Rachelle Dudley, Mario Rojo Del Busto, Gib Sawtelle (liaison), Leigh Turner

Not Present: Arthur Watson, Jennifer Reyes, Annette Shenkir (liaison)

- I. Approval of Minutes (Turner)
 - A. Droleskey made the motion that the minutes of the last meeting on June 3, 2015 be approved and Caudle seconded the motion. The minutes were approved.

- II. Announcements
 - A. Accountability Report Timelines (Droleskey) – This report is now due December 5 and Suzanne will revise the report timelines and send to the committee.

- III. Old Business
 - A. Status of Nine Theme Recommendations (Droleskey and Caudle) – Caudle provided updates regarding actions that AABS has or plans to take. Staff and supervisor training will be a key component in these efforts. See attached Common Theme Recommendations and Compilation of Suggestions for Staff Team Building, Retreats, and Social Activities for progress in meeting each of the specific recommendations.
 - B. Status of Diversity Progress Award Recommendations (Droleskey and Turner) – Droleskey and Turner met with the Liaison (Dr. Butler-Purry) and submitted the recommendations from AACDC. There is no decision, yet, but she appreciated having the suggestions.

- IV. New Business
 - C. Reports from Subcommittee Conveners.
 - i. Benchmarking (Dudley) – Dudley reported that committee members are reviewing the climate, diversity, and retention plans of selected universities and they plan to meet several times this summer. Reyes suggested they include in their review institutions' Diversity Reports.
 - ii. Climate Survey (Turner) – Turner reported that the Executive Summary has been drafted and provided copies to the committee. She also reported that a doctoral student from the College of Education, Marie Valentin, has agreed to write an in-depth report of the climate survey results and this will be completed by the end of summer.

- iii. Mini-Grants (Watson). As reported by Watson previously, one group award and three individual awards were granted to Division staff members. The group award was made to the University Writing Center (Dr. Valerie Balester) was awarded a group sustainable project mini-grant in the amount of \$5,000.00 to send five staff members to the Cultural Awareness Seminar, Train the Trainer. And, three staff members received awards to support their participation in diversity-related conferences or programs.
 - b. Recruitment/Retention (Rojo Del Busto). Del Busto reported the results of this subcommittee's work in regard to promotions and career ladders. The committee analyzed promotions from FY2009 – FY2013 by ethnicity, gender, and age. In brief, the results indicated that there were more promotions for females, older employees, and white staff members. See attached. Also, he discussed their findings regarding the availability of careers ladders and whether there are any gaps, especially for members of underrepresented groups. He noted that all of the sampled offices possess career ladders. See attached.
 - c. Recognition and Appreciation (Droleskey) – Droleskey said that the subcommittee had convened for its first meeting, and they are identifying ideas they want to explore further in upcoming meetings. All committee members volunteered to do some research on different topics and they will reconvene later in the month to discuss the results.
- D. Updates from AACDC Liaison (Turner). Turner reported that she and Droleskey met with Dr. Butler-Purry on May 8, providing updates on the Accountability Reports and due dates, the Climate Survey, use of funding for AACDC, Division Award Funding, recommendations from nine common themes, and the committee's rotation schedule.
- E. Division-wide Accountability Report (Droleskey). This was tabled until the next meeting scheduled for July 1, 2015.
- F. Rotation Schedule (Droleskey and Turner). Droleskey shared an updated version of the rotation schedule for Steering Committee members. She noted that this agreement was determined at the committee's inception to ensure that there would be an opportunity for diverse perspectives to come to leadership of AACDC. She also noted that members who are rotating off need to have a discussion with their unit leader because the leader has the option to reappoint the same individual. Positions representing the following units rotating off as of Sept. 2015 include the following: Information Technology (Gib Sawtelle), Assoc. VP for Academic Services, position 2 (Leigh Turner), and Vice Provost (currently vacant – Suzanne Droleskey had this position but was moved to Assoc. VP for External Affairs, which rotates off in 2016). Droleskey indicated that the vacant Vice Provost position had been reviewed and would soon be filled by Elizabeth Bledsoe. Droleskey also requested that existing steering committee members let her know if they are interested in co-chairing the committee given Turner's impending rotation off the committee.

- V. Adjourn. The meeting was adjourned at 10:15. The next meeting is scheduled for July 1, 9 – 10 a.m.

O:/GPS/IPS/VP Diversity/Academic Affairs Climate and Diversity Committee/Meeting minutes/2015/ June