

Minutes
Academic Affairs Climate and Diversity Committee
June 6, 2018, 9 – 10:30 a.m. 8th Floor Rudder, Kyle R. Younts Global Conference Center

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

Members Absent: Elizabeth Piwonka

- I. **Approval of Minutes** – Minutes from May were not approved because Burdick pointed out that they were not shared in the pre-meeting e-mail. Droleskey will investigate and resend May minutes.

- II. **Announcements**
 - A. Droleskey reminded everyone to ensure that diversity statements other than EEO on job descriptions are part of the job hire process.
 - B. Droleskey & Watson will brief the Provost and the Academic Leadership team on July, 10 2018, about the upcoming diversity report due in December

- III. **Old Business**
 - A. **Budget Report** -- Watson mentioned this hasn't changed; funding is still available.
 - B. **Recommendation Follow-Ups**
 1. Career Ladder and Promotion Review (Fall 2015)
 - i. exit survey - Recruitment/Retention Subcommittee is working on this
 - ii. ALT Liaison submitted Red Flag Report to Provost – no update
 2. Climate Survey 2012
 - i. Status of Standard Supervisory Training recommendation implementation
 1. On hold per ALT liaison
 2. Possible collaboration with HR in Fall 2018
 - ii. Recommended starting in Sept. 2018, with announcement to supervisors at division meeting in summer 2018
 3. Climate Survey 2014
 - i. Required Diversity Training
2nd requirement: two additional courses . . . To facilitate accountability, the goal is 50% participation in these two courses by December 31, 2018.
 - ii. Guide to promotion (Owen) – on hold in lieu of Workday workshop
 - C. **Workday workshop** Owen noted that it will take place on the 18th of June and that employees have sent in questions. They are searching the questions for common themes to discuss. He requested \$370 - \$500 for lunch costs. AACDC voted to approve that request. A follow up reminder for the workshop. After the workshop a survey will be sent.

- IV. **New Business**
 - A. **Reports from Subcommittee Liaisons**
 1. Recruitment and Retention (Owen) -- no update
 2. Mini-Grants (Watson): No updates since the Chair is attending a conference
 3. Hiring Process Review Subcommittee (Droleskey) – Report waiting for approval by ALT

4. Idea Contest -- Winners will be notified by Roueche-Herdman. Certificate with a letter for the committee member will be given and supervisors will be notified recognizing committee members' work. Roueche-Herdman noted that there has been a delay in announcing winners. There was a discussion about how to award funding and to which projects. Thomas, Burdik and Dudley suggested partial funding like a seed grant. Droleskey agreed to draft up recommendations and send to AACDC by e-mail so they could be finalized. Watson and Droleskey will share these with the ALT liaison so ALT can determine how to proceed.
 5. Climate Survey -- While not able to attend, Piwonka set an update: There were 300 responses to the survey, small, but enough to proceed. She will set up a meeting of the committee as the next step.
- B. Ethicspoint Discussion**
Droleskey explained an Ethicspoint discussion that took place at DOC related to an AACDC e-mail about the second training sent by Annette to the DOR. Shenkir suggested we be careful in language that we send out to ensure it has the background information needed to fully understand it. Watson and Owen noted that sometimes people are upset by diversity discussions. Shenkir also reminded AACDC that the Research Division is not currently included in the dropdown for the e-mail "Academic Affairs – Everyone".
- C. NCORE Debrief**
NCORE -2018 conference attendees updated their experiences. Dr. Droleskey & Ms. Thomas presented at the NCORE conference 2018. NCORE 2019 conference will be in Portland, Oregon May 28 – June 1, 2019.
- V. Next Meeting – July 11, 2018**