

**Academic Affairs Climate and Diversity Committee Minutes**  
**May 2, 2018, 9 – 10:30 a.m. 8<sup>th</sup> Floor Rudder, Kyle R. Younts Global Conference Center**

**Members Present:** Rachel Dudley, Mofie Thomas, Arthur Watson, Catherine Roueche-Herdman, Annette Shenkir, Tom Owens, Elizabeth Piwonka, Suzanne Droleskey, Shipla Hegde, Cynthia Burdick

**Members absent:** None

**I. Approval of Minutes (Watson)**

Droleskey suggested a minor revision. Burdick moved to approve with corrections. Droleskey seconded. The motion passed unanimously.

**II. Announcements (Droleskey)**

Droleskey offered to share a copy of College Station Project Hold document that discussed the desegregation of public schools in the city. Also, she reminded people that there was a pre-conference NCORE Reception on May 3 at the university club from 4 – 6 p.m.

**III. Old Business**

**A. Budget Report (Watson)** -- this was tabled because the latest report had not been provided yet by AABS' automated system; however Watson noted that there has been no change.

**B. Recommendation Follow-Ups**

1. Career Ladder and Promotion Review (Fall 2015)
  - i. exit survey (Recruitment/Retention Subcommittee) – see update in subcommittee reports below
  - ii. ALT Liaison submitted Red Flag Report to Provost – no update

2. Climate Survey 2012

Owen noted a conversation with Brandy Kosh of AABS. From it, he understood that the standard supervisory training recommendation implementation may be on hold given that Human Resources is working on a new supervisor training program. Droleskey and Watson noted that they had had a conversation with the ALT liaison Joe Pettibon about this, but want to be sure that all have the same understanding. Owen will forward the e-mail from Kosh and Droleskey and Watson will follow up with Pettibon.

3. Climate Survey 2014

- i. Required Diversity Training (Thomas, Shenkir)

At the last meeting, the question was raised as to whether the second level of training was required for all new division employees. Droleskey and Watson confirmed that the ALT liaison has indicated that it is not required at this time.
- ii. Guide to promotion (Owen) – There was no conversation on this topic because it has been deferred until the workday session can be created.

**C. Workday workshop/Q&A session (Owen)** – Owen noted that AABS and his office are planning the brown bag for June, following a survey to ask people about questions they have about workday so the session can be planned accordingly. Bledsoe suggested door prizes may help relieve stress. Droleskey suggested snacks. Owen will come back to the next meeting with a budget for the session.

#### **IV. New Business**

##### **A. Reports from Subcommittee Liaisons**

- 1.** Recruitment and Retention (Owen) – Owen noted that the first meeting has not taken place, but will be called soon. They plan to have their report in about 6 months. They have been working through initial questions about the scope of the job, including determining that results would be provided annually for an exit survey and only to the Provost’s Leadership Team. They are benchmarking surveys in use now to share with the committee when it meets.
- 2.** Mini-Grants (Watson) -- Heather Fountain is the new chair. No other updates at this time.
- 3.** Hiring Process Review Subcommittee (Droleskey) – Report waiting for approval by ALT
- 4.** Idea Contest (Roueche-Herdman) – Roueche-Herdman described the five top projects and requested approval from AACDC to pursue the awards. After some discussion, the decision was made to award only 4 of the 5 possible awards for this year. These will be announced at the Tradition of Excellence Award Program on May 16. Roueche-Herdman also requested input on the draft certificate being provided with the award amounts. Droleskey noted that it would take more time to consider award amounts given the nature of some of the projects. Shenkir volunteered to ask some questions of Purchasing related to two of the projects. AACDC agreed to consider award amounts at the June meeting.
- 5.** Climate Survey (Piwonka) -- Bledsoe shared a copy of the survey with AACDC who, after some discussion, approved it for distribution next week. She requested that all AACDC members endorse the survey by sending it to their leadership teams to be shared broadly so that we facilitate as much survey completion as possible. The survey will take about 10 minutes to complete.

#### **V. Next Meeting – June 6, 2018**