

Academic Affairs Climate and Diversity Committee
November 4, 2015 9 a.m. – 10:30 a.m.
Career Center Conference Room

Present: Mark Dawson, Suzanne Droleskey, Arthur Watson, Annette Shenkir, Rachelle Dudley

Not Present: Mario Rojo Del Busto, Gib Sawtelle, Leslie Uptain, Elizabeth Bledsoe

Guest present: Leigh Turner

I. Approval of Minutes (Watson)

The minutes of the October meeting were reviewed. Dawson moved to approve the minutes, Droleskey seconded. Minutes were approved.

II. Announcements (Droleskey)

A. Timeline for Accountability Reports – Don't forget!

- Unit Reports due to Droleskey for rollup – Noon Nov. 2
All reports received except for Associate VP for External Relations- Chad Wootton
- Draft sent to AACDC to read and comment – Nov. 6
- Review/edit in meeting – **November 10, 4-5 p.m. 8th floor Rudder Rm. 807B (Note the room change!)**
- Edited version sent for final review – November 13
- Submit report to liaison – November 16
- Submit report to Diversity Office – Dec. 8: On target for December deadline.

B. Notes from DOC

Droleskey and Shenkir noted that Dr. Stanley reinforced at DOC that units need to identify strategies that work for them as they facilitate their diversity efforts. In addition a handout was shared with key Texas A&M facts. Watson suggested that this be sent electronically to the group.

III. Old Business

A. Accountability Report Issues

Watson noted that the final word on GEST students is to include them only as relates to retention, since they are not recruited into GEST majors. Droleskey will send out all division reports and draft of the division roll-up on Friday the 6th.

B. Supervisor meetings related to Training -- Dawson mentioned that AABS is moving forward with supervisor meeting to discuss training certificate program for new supervisors in division. He will keep AACDC apprised about progress.

IV. New Business

A. Feedback from ALT Liaison (Droleskey and Watson)

- a. Recommendations on budgeted and one time funding: Revised budget includes recommendations made by Mr. Pettibon. The only real change since it was shared

via e-mail is that the amount increased for TOE awards based on the subcommittee for appreciation and recognition's final recommendation.

B. Reports from Subcommittee Conveners

- a. Benchmarking: Dudley will send the report cover sheet out shortly to the committee members.
- b. Climate Survey: Turner is finalizing edits on climate report. The group discussed how to incorporate the qualitative segment of the report. She will consider how best to combine the executive summary and meta-analysis summary.
- c. Mini-Grants (Watson). Watson noted that seven submissions were received by the deadline: four individual and three group. The subcommittee will meet 11/05 to review submissions.
- d. Recruitment/Retention (Rojo Del Busto). AACDC discussed creation of electronic survey to be facilitated by AABS (possibly using Qualtrics) in lieu of the recommendation that supervisors be urged to conduct exit surveys. The feeling is that we need to provide a safe way for employees to identify any issues that they may not wish to share with a supervisor. Dawson said it would be possible to include including recent postings in Academic Affairs in existing AABS listservs. Dudley raised questions about OTM and Administrative leave and whether offices should consider guidelines for using these. She noted that guidance and clarification for supervisors would be helpful. Shenkir suggested that the use of flex schedules be added as an incentive for employees to the report. After several other suggestions for edits to recommendations, Shenkir moved to approve report with edits completed, Watson seconded. Report was approved with recommended changes.
- e. Recognition and Appreciation (Droleskey). The members discussed recommendations from the report which had been sent out prior to the meeting for members to review. Droleskey shared copies of all appendices as issues arose in the conversation about the recommendations. Watson noted that the report appeared to be very thorough. There was a motion to approve/accept by Watson, Dudley seconded. The report was approved.

V. Next Meeting: November 10, 2015, 4-5 p.m., Rudder Rm. 807B

- a. Review of the accountability report – no other agenda items
- b. Location has changed: instead of 10th floor of Rudder, it will take place on the 8th floor.