

DRAFT: MINUTES
Academic Affairs Climate and Diversity Committee
October 8, 2014 10 a.m. – 11:00 a.m.
Career Center Conference Room

Present: Suzanne Droleskey, Rachelle Dudley, Donna Pantel, Jennifer Reyes, Gib Sawtelle, Arthur Watson

Not Present: Mario Rojo Del Busto, Nancy Sawtelle, Annette Shenkir, Leigh Turner

I. Approval of Minutes – September 3, 2014. G. Sawtelle moved approval and Pantel seconded. Minutes were approved.

II. Announcements

- A. Droleskey reminded everyone that Oct. 29 is the deadline that AACDC members need to provide her with their unit reports so she can create the single Academic Affairs report. She will have that ready for review and finalizing at the November AACDC meeting.
- B. Droleskey, G. Sawtelle and Reyes mentioned that there are ways to enhance the reporting done at the unit level which were discussed in the DOC meeting the previous day. Reyes encouraged linking reports to unit as well as university level strategic efforts and to other accountability reporting such as that done in Weaveonline, a September 2014 goal for the Updated Diversity Plan Timeline. Droleskey paraphrased from the DOC meeting discussion that doing this linkage is a normal step in the process of being more sophisticated about our diversity efforts. As an example, she described doing more in this year's unit reports than saying that 3 staff attended diversity awareness training. Instead, units could report that the attendance of the 3 staff members was part of the unit's strategic goal to accomplish, for example, facilitating diversity representation in all publications (a May 2014 goal for the Updated Diversity Plan Timeline). Then, the unit could measure the impact as these staff members reviewed and updated publications to see how well this action helped move the unit forward toward reaching the unit's strategic goal.

III. Old Business

A. Supervisor Meeting Follow-ups

Droleskey noted that the AACDC website has been updated with the reports and information from the Supervisor meetings in the summer. She will send Pantel a notice to share with supervisors through the AABS website. She has not received a response yet from HR related to the question of rewording the "at will employment" statement in offer letters as recommended by both supervisors and focus groups.

B. Themes from Focus Groups, Supervisor meeting, and Division meetings

Reyes asked for clarification about the purpose of the document. Droleskey indicated that this is a compilation of additional recommendations related to improving climate from three groups: the Brown Bag luncheons, Focus Groups and the Leadership Growing Program. The recommendations listed on the handout are additional ones to

those that AACDC already recommended in the Climate Survey Report. AACDC is now trying to identify potential action items from these conversations with Academic Affairs staff members. Pantel indicated she needed to share the latest version with her supervisor since AABS is identified as carrying out several of these. Watson confirmed needing time to review it before it goes forward. G. Sawtelle recommended that AACDC be given until Wednesday Oct. 8 to identify any desired changes. Droleskey will send a reminder about this to all members.

IV. New Business

A. Reports from Subcommittee Conveners

- Benchmarking – Pantel and Dudley reported concern at the difficulties their subcommittee has been experiencing in obtaining data from peer institutions. They have had poor response to requests made, and have received data from Ohio State, but in the old format (EEO categories vs. new categories). From others, they obtained data for the entire university vs. the comparable unit to Academic Affairs. They felt it is possible that they would not obtain usable data from three peers, as requested for the annual accountability report due December 1 with a reasonable amount of time to allow leadership to reflect on the data. Reyes explained that she is obtaining data for the entire university from UT Austin and that she would look into whether she could obtain it from several others as a way to assist all units. Droleskey indicated that not being able to obtain data is not a failure on the part of the subcommittee. She emphasized that data from 3 peers is the goal. If that is not attainable despite all best efforts, the subcommittee simply needs to share what they have been able to gather and explain the attempts that were made. AACDC will use whatever data we have to make comparisons for this reporting cycle. With the change in reporting formats, obtaining data could be easier in future years. AACDC members expressed confidence in the subcommittee to identify the key issues related to the new elements (climate surveys and retention) and to make recommendations to AACDC about their findings. There was a brief discussion about how best to synthesize and share this information.
- Climate Survey – Droleskey reported that the climate survey was on the agenda of the Institutional Review Board (IRB) yesterday and Turner would be notified soon about whether it was approved.
- Recruitment/Retention – no report is available as the chair is not present.
- Mini-Grant Subcommittee – Watson reported that his subcommittee of seven members has been selected and notified of their selection last week. He is working with them to schedule the first meeting.