

Academic Affairs Climate and Diversity Committee
October 7, 2015 9 a.m. – 10:30 a.m.
Career Center Conference Room

Present: Elizabeth Bledsoe, Suzanne Droleskey, Arthur Watson, Leslie Uptain, Mark Dawson

Not Present: Rachelle Dudley, Mario Rojo Del Busto, Gib Sawtelle, Annette Shenkir

I. Approval of Minutes (Watson)

The minutes of the September meeting were reviewed and edited. Upton moved approval of the edited version, and Bledsoe seconded. Minutes were approved.

II. Climate Survey Update

This item moved up from the original agenda due to Leigh Turner's attendance as a guest. Turner provided an update of the status of composition of the executive summary, including the addition of the qualitative data from the diversity office's analysis. This caused the document to become far longer than expected, but the existing executive summary can be re-worked and the qualitative data be included in the extended report. Dawson will look over the documents as a second set of eyes to look for ways to include qualitative themes into the executive summary. Turner is also contacting Joe Pettibon and Karan Butler-Purry to reschedule the presentation of the data to the leadership team. Turner also made the recommendation to discontinue using focus groups to respond, at least for this year, due to IRB concerns and the richness of the qualitative data this year. Instead, a facilitator will be used for the initial recommendation process. AACDC concurred with this decision.

III. Announcements (Droleskey)

A. New Members from Academic Services –

Welcomed Leslie Uptain (replacing Leigh Turner) and Mark Dawson (replacing Mike Caudle).

B. Timeline for Accountability Reports –

Droleskey reminded committee that all unit Annual Accountability Reports are due to Droleskey for rollup at Noon on Nov. 2. From there a draft will be sent to AACDC to read and comment on Nov. 6. A review/edit in meeting for the committee was scheduled for Tuesday, November 10 at 4:00. Watson will secure a room and send a meeting invite (Rudder 1010). The edited version will be sent out for final review on November 13, with the final report being submitted to the liaison on Nov. 16 and to the Diversity office on December 8.

IV. Old Business

A. Accountability Report Issues (Watson)

No questions or concerns were brought up by the committee. Academic services is working on one overall report created at the leadership team level rather than completing unit level reports. Watson is still waiting on the final word on GEST students and will check into this again.

B. Climate Survey Recommendations Workgroup (Droleskey)

The workgroup has been identified and currently has 9 people from the division on it. AACDC will be represented in this workgroup by Dawson.

V. New Business

A. Feedback from ALT Liaison (Droleskey and Watson)

Joe Pettibon will serve as the new liaison, replacing Karan Butler-Purry. For a time they will overlap.

AACDC reviewed the recommendations on budgeted and one time funding. Items on the provided list were updated for edit, including monetary changes for conference attendance for both AACDC members and unit supervisors. Bledsoe used track changes on the original document to send to Droleskey for finalization and submission to the ALT liaison.

B. Reports from Subcommittee Conveners

- a. Benchmarking – No update provided; Dudley was not in attendance.
- b. Climate Survey update discussed at the beginning of the meeting.
- c. Mini-Grants – Watson informed the committee that no applications have been received to date. A reminder will be sent by the end of the week.
- d. Recruitment/Retention - Rojo Del Busto provided a memorandum of findings and recommendations to Droleskey because he was unable to attend at the last minute. Everything in the memo listed prior to the recommendations has already been sent to Butler-Purry and Dr. Karan Watson. Droleskey noted that Watson had also asked that AACDC identifies red flags. Essentially, this means that even though there is not factual data that a problem with promotion and career ladders exist, are there any indicators that Academic Affairs should be watching for that may signal a deeper examination of the data is needed?

Red flags discussed include:

- Looking a responses in the climate survey data to see whether perception aligns with what the data shows. For example, the qualitative responses for 2014 show that many staff are not aware that they have a career ladder option.
- Examine the proportionality of groups receiving a promotion compared to the makeup of the division/unit (ethnicity, age, and gender in particular since these are areas of historic discrimination)
- Units who, over a longer period of time, continuously do not promote

Additional recommendations discussed include a presentation styled after Sawtelle's, shared earlier in the fall semester, related to an employer and employee's responsibility related to advancement (Droleskey will email to Uptain and Dawson). Another idea was to find out from supervisors where they perceive barriers, given the responses in the Climate survey. For example a recommendation could be to conduct a short survey with this type of question: 1) Do supervisors perceive barriers in using their existing career ladders, and 2) what criteria or combinations of criteria are used to make a promotion decision?

Dawson mentioned the possibility of working with EOD to develop a supervisory certificate for Academic Affairs. Dawson also shared AABS's involvement with the HR exit survey and the lack of existing data from exit surveys in our division despite AABS having a bank of exit survey questions for use. Dawson indicated AABS would be willing to compile exit survey data if it was returned to them. Droleskey will draft up some edits to the recommendations and make sure they are shared with Rojo del Busto. Anyone wanting to provide edits should send them to Droleskey by Friday.

- e. Recognition and Appreciation – No updated provided.

VI. Next Meeting: November 4, 2015, 9 – 10:30 a.m.

- a. Career Center Conference Room
- b. Minutes – Mark Dawson

VII. November meetings:

The November 4 meeting will still take place in addition to the November 10 meeting to finalize the Accountability Report. The November 10 meeting will take place at 4:00 in Rudder 1010.