

**MINUTES**  
**Academic Affairs Climate and Diversity Committee**  
**September 3, 2014**  
**10:00 a.m. to 11:00 a.m.**  
**Career Center Conference Room**

Present: Suzanne Droleskey, Mario Rojo Del Busto, Donna Pantel, Leigh Turner, Gib Sawtelle

Not Present: Rachelle Dudley, Jennifer Reyes, Nancy Sawtelle, Annette Shenkir, Arthur Watson

**I. Approval of Minutes– July 2, 2014**

Rojo del Busto moved approval; Pantel seconded. Minutes were approved

**II. Announcements**

- a. **Rotation of Members** – Rojo Del Busto confirmed that he would continue serving on the AACDC given the work of the Recruitment and Retention subcommittee he is leading. Droleskey also reported that she anticipated Reyes will also continue on the committee because she was so recently appointed. However, G. Sawtelle will no longer be serving, but he will assist in the collection of benchmarking data.
- b. **Due Dates for Accountability Reports** – Droleskey reminded members of the following deadlines. Also, Droleskey reminded that the current year report is not comparing to last year's data because of the differences in the data in terms of job classification changes. However, comparisons can be made to Brazos County and state of Texas data that was provided by the Vice President's Office for Diversity.
  - i. Oct. 29 – AACDC unit reports due to Droleskey for roll-up into the AACDC report
  - ii. Nov. 5 – regular AACDC meeting will be used to review this report and finalize it
  - iii. Nov. 10 – The Academic Affairs rolled up report will be sent to Dr. Butler-Purry. This will give it sufficient time to be reviewed before Thanksgiving.
- c. **Praise from Leadership** -- Droleskey and Turner shared the high praise that Dr. Butler-Purry and the Provost's leadership team had for the work of the AACDC.

**III. Old Business**

**a. Standing Subcommittee Issues**

- i. Rojo Del Busto shared possible confidentiality statement – committee members agreed that it was a good document to use for work of AACDC and subcommittees.
- ii. Use of Best Practices hand-out that Dudley developed of various University practices. Droleskey shared that the Vice President's Office for Diversity expressed a desire to share this information with the Diversity Operations Council themselves at some point in the future, so AACDC was asked not to disseminate it at this time.

**b. Follow-ups on Climate Survey Recommendations.**

- i. **Updated Status Document and Discussion of Next Steps.** Turner reviewed the updated status document and suggested that the next step was the

implementation of the action items for the Common Themes document which compiles themes from various gatherings: focus groups, the climate presentations, and the supervisor's meeting. Droleskey asked that Turner send out the Common Themes document again to the AACDC for any final input before the AACDC finalizes and begins working on executing the action items.

#### IV. New Business

##### a. Reports from Subcommittee Conveners

- i. **Benchmarking** Pantel reported that she and Dudley were working on obtaining data from the Vision 2020 peers; the goal is to have data from at least three peers. This will be provided to AACDC members for their work in engaging leaders in their own units in preparation for the Accountability Reports. Droleskey also shared suggestions from Dr. Butler-Purry that geographical location of peers could be a factor that should be taken into consideration in the comparisons of peer data.
- ii. **Climate Survey** Turner reported that final changes have been made to the instrument and that she was preparing documents to be submitted to the IRB. Update – Turner submitted IRB docs on 9-09-14 and is awaiting approval. Droleskey suggested that Turner may want to include a request to the IRB that the data from the second survey may be used for a research publication. Turner will follow up on this.
- iii. **Recruitment/Retention** Rojo Del Busto reported that his committee sampled DAA units regarding the advancement and promotion of protected classifications over the last five years. The next step is to see if performance evaluations align with the advancement and promotions, but because PATH is new and only has one year's data, Rojo Del Busto's committee will recommend that this be collected for a period of years once it is available in PATH.

##### b. Supervisor Meeting Update (Droleskey)

- i. **Final Participation Data** – Approximately 100 supervisors attended the June 12 and July 29 Leadership Growing programs. Droleskey acknowledged all of the AACDC members and DAA staff members who helped the events to be successful.
- ii. **AACDC Recommendations from compiled meeting feedback** – There were many recommendations from the participants and these will be included in the Common Themes document. Droleskey expressed a desire to review the information shared by participants against the themes.
- iii. **Potential Follow-ups** – Droleskey suggested using the AABS listserv to send out a notice when all presentations and information from the supervisor meetings are located on the AACDC website. G. Sawtelle stated the he has access to many diversity-related training curricula, and he will be happy to share these with AABS as they will begin providing diversity-related training in the spring, as per Pettibon's recommendation. Pantel volunteered to share this information with Kosh.

- iv. **Disposition of leftover supplies** – It was agreed that these would be made available for the use of the AACDC’s subcommittees. Droleskey will follow up with subcommittee chairs on this.

**V. Adjourn**