

Grad School Equity and Diversity Committee January 10, 2008

Nancy Dopkins PSL, Tina Yao Aquatic Sciences Center, Terri Wipperfurth Antarctic Astronomy and Astrophysics Research center, Esther Olson, Peter Vanderveer Biotron, Michelle Holland, Molecular Biology, Susan Cook, Graduate School, Susan Baculik Primate Center, Debbie Weber, Institute on Aging, Marchel Hill, Molecular Virology, Gayle Love and Debbie Weber from Institute on Aging, Patricia Mitchell, Waisman Center. Maya Holtzman, Grad School, Bonnie arrived late.

Call to Order

Minutes approved with suggested changes.

Announcements

Agenda Additions

None

Action Items

Reports;

1. Chair's meeting with Luis Pinero – Esther  
Met after holidays to talk about other committees like ours and whether they met as a group and if so what are they working on. Understand that they met on fairly regular basis until a year ago but only twice this past year. Mailing list and web site list not up to date. What is future of group of chairs of e & d committees? Sandy Guthrie (libraries) and MaryAnn Watley (Ed) may be co-chairs. Esther will contact Sandy to find out what the group is working on-- mostly broader campus wide issues common to all.
2. Vice Provost Hiring Update – Esther/Julie  
No hire yet.
3. Recruiter Position Update – no hire yet
4. Chancellor Search – Esther - the Climate meeting for non-represented employees - they are discouraged because there may not be one of them on the search committee. One from classified staff, but not from non-represented. Provost will be taking this up with Riley. Two students.

Discussion Items

1. Annual Report to Dean – Subcommittee outline  
Nelson Balke – will be getting survey out soon. Should get our report out by February. Julie found Carol's response that submitted the unit reports, but we are working on different things this year.  
Marchel reporting that she has worked on six centers. Rest of the subcommittee not here. Considering a facilitator (Darin Harris) to bring the writing of the three together. Marchel has graph and chart of the four areas people are most concerned about: recruiting, professional development, resources for funding workshops, time commitment. Examples for best

practices, many centers have done surveys, held professional development workshops, wellness, some have lunches and other efforts for communication, others reaching out to community. Recommendations: dollars for ads, centralized pool for candidates, hub for information that is highly visible. Implementation of some standard practices or at least templates of things, such as climate surveys, exit interviews, etc. Esther hopes we can get Darin involved soon.

Susan: Could the whole group bring in their summaries, name four successes, roadblocks. We could all name our concerns and reduce burden for the committee. Maybe a special committee meeting when Darin can meet and work with those who can attend.

Clarification question. Are we working on annual report or making decisions on the coming year.

Annual report can lay groundwork for future year.

Do we need a special meeting?

Last year the survey was due February 14. from Luis office.

What if we do Susan's suggestion but make it part of a committee meeting and have time to prepare.

Two ways – have facilitator help identify issues or have him help to put report together after.

There are two things, a survey and a report to Dean, then Martin reports to Chancellor.

L&S report is very comprehensive.

Susan Cook does go to the L&S directors meeting. Grad School needs to work with L&S on some of the recommendations. If this committee wanted to voice opinions on L&S suggestions it might be appropriate, for instance providing strategic support for junior faculty.

Not sure how much this committee can weigh in on faculty issues since we are for the Centers.

All should read through email with L&S report and be ready to give feedback.

This needs to fold into where we are going from here. Should we take it up?

It is a sixty-page document. Concern that there is a lack of communication among these groups. Perhaps the chairs of E&D committees take these reports up. Does mesh with our audience?

It is an opportunity to see how another group wrote an annual report.

Everyone should look at the report, but not take a lot of time. Esther will schedule a meeting with Darin. Each center has to come with their best practices, roadblocks, issues, etc. Might help to have what we need to be prepared for on the agenda.

Top issues, obstacles, best practices or SWOT strengths, weaknesses, opportunities and threats (not to exceed five).

Review what we sent Esther and give an analysis at meeting with Darin.

Bonnie found pie charts to represent the analysis well. What each center feels is then 1/16 of the pie. Need to represent well-defined issues.

We don't all use the same verbiage, so it will be good to find the same words.  
Esther will contact Sandy Guthrie who has reports from other units.

2. Fed Gov Effort Reporting Impact on committee members  
If meetings kept for 1.5 hours will work ok for those on committee who are fully funded by 144 funds.
3. Diversity hiring trends – Form a sub-committee to analyze?  
Postpone this until we get through annual report process. Were we talking about within centers or whole UW? Perhaps someone else could give us a presentation on that, perhaps Luis' office.
4. Campus diversity and climate activities – wait until we set direction for the year.
5. Other

Adjourned 4:15

Next meeting Agenda

Scribe: Molly Fifield Murray, Arboretum