

**Graduate School  
Equity and Diversity Committee**

March 14, 2008

Time: 3:00-4:30

Location: Rm. 350, Bascom Hall

**Center/Members Present:** Institute on Aging/Gayle Love and Debbie Weber, Arboretum/ Molly Fifield-Murray, Graduate School/ Maya Holtzman, Susan Cook, Molecular Virology/Marchell Hill, Space Science and Engineering/ Jean Phillips, Synchrotron Radiation Center/Esther Olson

**Center/Members Absent:** Aquatic Sciences Center/Tina Yao, Bio-Technology Center/Wayne Davis, Biotron/Peter Vanderveer, Physical Sciences Laboratory/Nancy Dobkins

**Convene:** Chair Esther Olson convened the meeting at 3:05pm

**Minutes:** unanimously accepted as presented

**Announcements:**

- Meeting Scribe: Maya Holtzman
- New list of meeting scribes was shared

**Reports:**

New Campus Recruiter: Julie Karpelenia sent information regarding the hire of campus Assistant Dean of Recruitment, Adin Palau. Invite him to a meeting – sooner than later.

VPDC Hiring update: No news about the new VPDC- speculation- may be Damon Williams, the candidate the GSEDC recommended.

**Annual Report to Dean:**

- Report outline is based on suggestions by Darin Harris. One concern, the Center reports do not fit concisely into the report
- Report will have three items:
  - Best Practices
  - Tool Kit
  - Recommendations: for example the GSEDC provides assistance to center committee regarding

**Sub-Committee Assignments**

Creating sub-committees to implement Report recommendations: possible subcommittees- Prof Development and Communications. It was suggested that the Prof Dev committee have representation of Classified and Unclassified staff.

Should there be an ad-hoc committee on Diversity Hiring-get some information from WISELI.

It was suggested that agenda items 6 (Diversity hiring trends) and 7 (Campus diversity and climate activities ) become part of ad-hoc subcommittees.

### **Review of Other University Actions:**

Jean suggested that MIT has done some work on improving Diversity - we could possible draw some ideas from them—after some discussion it was tabled for the time being-possibly take it up again after the new VPDC is on board.

### **White Paper:**

This should be our first priority after completion of the annual report.

### **Action Items:**

Report Draft will be sent to all committee members as a PDF...bring edits to next meeting.

Esther will set up the meeting.

Esther will contact Martin to see if he would like any particular issues to be addressed in the report and bring back to the committee.

Esther will contact all other chairs of similar committee to find out what they are including in their annual report and what they are doing with the report; look at the CALS report.

Esther will contact Julie K regarding HR numbers.

Esther will send a thank you note to Maury Cotter – appreciated working with Darin, good to be able to draw on campus resources.

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### **Next Meeting on April 10 at 3:00 in 350 Bascom Hall**

- Set up sub-committees

**Adjourn:** Meeting was adjourned by Esther Olson at 4:30 pm

Respectfully submitted by May Holtzman