

## **Graduate School Equity and Diversity Committee**

### **Meeting Minutes**

August 9, 2012

2:00 pm, 350 Bascom Hall

#### **PRESENT**

Darrell Hamilton – Physical Science Laboratory

Toni Gunnison – University of Wisconsin Press

Sheila Hessman – Institute on Aging

Terri Peck – Waisman Center

Joanne Brown – Primate Center

Molly Fifield-Murray – Arboretum

Chris Moore – Synchrotron Radiation Center

Anita Herrick – IceCube

Eric Thompson – Space Science

Peter Vanderveer – Biotron

Marchel Hill – Institute for Molecular Virology

Carey Hannan – Research animal Resources Center

Rebekah Franklin – RARC

Julie Karpelenia – Graduate School

Russell Schwalbe – Grad School

Mallory Musolf – Grad School

#### **ABSENT**

Anne Moser – Aquatic Sciences Center

Wayne Davis – Biotech Center

**Scribe:** Joanne Brown – Primate Center

**Call to Order:** Molly Fifield-Murray, Chair, convened the meeting at 2:05 pm.

**Meeting Minutes:** Approved with corrections.

Throughout the meeting, the agenda was adjusted to changing conditions. These minutes reflect the flow of the meeting.

1. The Committee reviewed the **Letter to Damon Williams and Martin Cadwallader** on the vice provost's charge to the Committee to articulate the issues of diversity and equity of primary importance to the staff on the campus. Committee members suggested a few changes in the language; Chris Moore will clean up the formatting of the letter, and the membership of the committee will be updated on the letterhead.
2. The **Welcome Packet** was approved with minor suggested changes. The packet will now include the version and date, and will bullet certain elements.

**3. Committee membership changes** were announced. Carey Hannan (RARC) will be replaced by Rebekah Franklin, a new DVM; Russell Schwalbe and Mallory Musolf are the new co-chairs of the Grad School Committee on Diversity Initiatives and will replace MB Ravenberg on CODI; Daniel Kleinman will be replacing Wendy Crone for the Grad School in September. **Introductions** and a **review of subcommittee responsibilities** followed for the new members.

**4. Subcommittee reports.** Peter Vanderveer announced that the letter requesting the annual report on diversity initiatives will be sent to centers at the end of August; he is drafting a letter for Dean Cadwallader to send. The surveys are due back to the Graduate School in October, at which time the Ad Hoc Subcommittee will review the information and prepare the report to the Dean for December. The Committee discussed the possibility of conducting this survey every two years and how to get more director involvement in diversity initiatives, recognizing that the first idea probably works against the second notion.

**5. New business.** Molly Fifield-Murray commented on communication she had received about family leave issues, but did not remember the specifics. Julie Karpelenia announced that the HR redesign is in the synthesis stage. Right now the focus is on getting a report ready for the legislature's Joint Committee on Employment Relations (JCER); the group working on the report is pushing for October. Molly will contact Damon Williams and Martin Cadwallader (who is on board for another two years) to find out their priorities. There was a suggestion to invite Harry Webne-Behrman to speak to the Committee for one of our meetings this year. We also will plan to have subcommittee meetings in October, and to review a draft of the annual report in November.

#### **6. Current subcommittee membership list**

Communications: Toni Gunnison, Rebekah Franklin, Chris Moore, Anne Moser, Anita Herrick

Ad Hoc: Peter Vanderveer, Sheila Hessman, Wayne Davis, Joanne Brown [and Daniel Kleinman added in absentia]

Professional Development: Marchel Hill, Darrell Hamilton, Michelle Holland, Terri Peck, Eric Thompson, MB Ravenberg