

# GRADUATE SCHOOL EQUITY AND DIVERSITY COMMITTEE MEETING MINUTES

June 11, 2009 ▪ 2:30 p.m., 350 Bascom Hall

## Present:

Karen Aune (PSL)	Kate Kaminski (Primate Center)
Joe Bisognano (SRC)	Julie Karpelenia (Graduate School)
Susan Cook (Graduate School)	Kathleen Kline (Aquatic Sciences)
Wayne Davis (Bio-Tech)	Gayle Love (Institute on Aging)
Molly Fifield-Murray (Arboretum)	Patricia Mitchell (Waisman Center)
Sarah Florino (Ice Cube)	Esther Olson (Committee Chair)
Marchel Hill (Molecular Virology)	Barry Standorf (Animal Resources)
Michelle Holland (Molecular Biology)	Tina Yao (Aquatic Sciences)
Maya Holtzman (Graduate School)	

## Absent:

Jean Phillips (SSEC)  
Russell Schwalbe (UW Press)  
Peter Vanderveer (Biotron)

**Call to Order:** Esther Olson, Chair, convened the meeting at 2:38 p.m.

**Welcome new members** – Terri Klousie & Kathy Kline, both of Aquatic Sciences

**Minutes:** Approved as written

**Announcements:** Tina Yao, who will be leaving the committee, made two comments.

- She stated that one of the recommendations the committee gave the dean in our 2008 Annual Report was to make climate and diversity part of the existing assessment of centers and the director review process; she hopes the committee will continue to work towards making that happen.”
- She also commented “that it has not always been easy to be the only minority in her office.” She wanted the committee to know that the committee has really made a difference to her.

**Scribe:** Patricia Mitchell

**Agenda Additions or Changes:** None

## Discussion Items

### 1. Facilitated planning meeting

The next meeting—a “facilitated planning meeting”—was originally scheduled for July<sup>th</sup>; however consultant/facilitator Darin Harris is not available on that date. Esther asked the committee if it would prefer to change the meeting date or the facilitator. Darin is available July 16<sup>th</sup>. Consensus of the committee was to change the meeting date to the July 16<sup>th</sup> from 2:00-4:00 p.m.

### 2. Committee and sub-committee rosters

- For those committee members who are scheduled to leave the committee in 2009, Esther asked that they let her know if they are willing to serve until 2012. Marchel replied yes; Molly will make a decision by the next meeting.
- Regarding whether an alternate can be used to fill out part of a three-year term if the other representative commits for three years. The answer: yes.
- Does a new member of the committee automatically go onto the same sub-committee as previous representative? It was suggested that incoming members should think about what sub-committee they would like to join by the next meeting, the thinking being that the person should have an interest/talent for the sub-committee’s work.
- There was some discussion about moving the committee meetings to different centers (but no definitive conclusion).

### 3. Action plan for 2009-2010: Sub-committee reports

- *Communication*: Still working on the web site. There are some issues with the Grad School web site; for example, this Equity & Diversity Committee doesn't appear on the home page and it is not that easy to find us (we are under "Committee"). Also, some things are not searchable. Clearly there is some "housecleaning" to do. The main task next year for the Communications Committee is to finish the web site, which has turned out to be a bigger task than envisioned. Another issue is management. Esther commented that we should be able to ask the Graduate School for help, perhaps through Do-it. Julie said that currently there are a lot of other issues that may be holding back progress. Molly will meet with appropriate sources to see what the status is as the committee moves forward. Esther commented that if we don't get a clear reading of how to proceed, we should follow-up with Martin.

- *Professional Development*: The committee has been discussing the idea of professional development workshops, to begin this fall. People from other centers could be invited. A professional development series from CODI (Committee on Diversity Initiatives) serves as an example of the types of things that could be offered, such as "Where Do We Go from Here? Continuing Efforts for Professional Development," presented by Harry Webne-Behrman. Approximately 25-30 people attended the presentations, which was a small enough size that there was a sense of community. As for scheduling, it seemed to work best to always schedule the main seminars at one time, with smaller, follow-up group meetings at varying times. Esther commented that she likes the idea of the series. The Communications Committee will put together a potential list.

- *Ad Hoc*: This committee did not have a specific charge, and wanted to wait until Damon Williams set some direction. However, the committee, in the meantime, proceeded with discussions about a survey and the committee has now developed a prototype that potentially could be used by all centers. Rather than starting from scratch, the committee worked from already existing surveys, selecting what they felt were the best elements. An electronic copy will be sent to the full committee following this meeting. There was then a discussion about whether Martin should offer the survey as a standard for all the centers. Esther agreed to contact him for direction, providing him with information and asking for his response.

### 4. How to structure the July meeting

- Questions for Damon Williams: would he like us to focus on certain areas for our July planning session? Would he like us to dovetail what we are doing with what he is doing? Can we help with his priorities?
- Input needed from Martin regarding the feasibility of the directors meeting and how to set it up.
- Esther will speak to Darin about topics.

**Meeting adjourned:** 4:45 p.m.

#### **Next meeting:**

**Date:** Thursday, July 16, 2009

**Time:** 2:00 – 4:00 p.m.

**Location:** Room 350, Bascom Hall

**Scribe:** Kate Kaminski

**Purpose:** To structure the fall Center Directors meeting in order to create engagement and accountability in equity and diversity activities, in collaboration with facilitator/consultant Darin Harris (Office of Quality Improvement, UW-Madison).