



**OVCERGE Equity and Diversity Committee Meeting**

**Date: Thursday, August 9, 2018**

**Start/End Time: 2:00 – 3:30 PM**

**Location: 222 W. Washington, 5<sup>th</sup> Floor (WIPAC)**

<b>Attendees:</b>	<b>Members:</b>	<b>PRESENT</b>	<b>ABSENT</b>
	Mark Wegener – Arboretum		X
	Terri Liebmann – Aquatic Sciences Center	X	
	Emily Baer – Biotech		X
	Vacant – Biotron		
	Lauren Weitkamp – Cell & Molecular Bio	X	
	Eileen Callahan – Graduate School	X	
	Jim Porter – Institute on Aging	X	
	Marchel Hill – Molecular Virology, V. Chair	X	
	Deborah Hartley – Primate Center	X	
	Darrell Hamilton – PSL	X	
	Vacant – RARC		X
	Melanie Hebl - RSP	X	
	Derrick Herndon – SSEC	X	
	Choutae Yang – Waisman		X
	Kory Breuer – WID		X
	Tina Chorlton (Gislason) – WIPAC	X	
Toni Gunnison – UW Press, Chair	X		
Julie Karpelenia – OVCERGE, ex Officio	X		
<b>Scribe:</b>	WIPAC—Tina Chorlton		

**----- Minutes ---**

<b>AGENDA</b>	<b>WHO</b>
<b>Welcome:</b> The meeting was called to order at 2:08 PM by Toni Gunnison	Chair
<b>Review and approval of previous minutes.</b>  <b>Changes to be made:</b> <ul style="list-style-type: none"> <li>- Biotron should be listed as TBA instead of having a member of the roster</li> </ul> Darrell moved to approve the minutes with changes. Seconded by Marchel. Approved with changes.	All

<p><b>News—News from the Floor.</b></p> <p>None</p>	<p>Toni</p>
<p><b>Old Business:</b></p> <p><b>Review/approve Communications Plan:</b> Plan was sent to Anne, heard nothing before she was out of the office at a meeting.</p> <p><b>Review climate survey questions and procedure.</b> Sent to Emily.</p> <p><b>Center Reports:</b> VC Drinkwater would like something simple/efficient. Discussed template for reports, but no consensus. Agreed to send a paragraph of center's accomplishments to Tina by 9/1.</p>	<p>All</p>
<p><b>New business –</b></p> <p>Housekeeping:</p> <p>-Roster review: Derrick replacing Maria at SSEC; Tina needs a backup at WIPAC; discussion about process for calling in to meetings if unable to attend in person/importance of sending alternate, calling in is an option and up to the center that is hosting to set up and provide phone number for calling in; everyone is appointed for 3 years; Julie will send Toni the roster with action points.</p> <p>-Subcommittee assignments: reviewed, Tina moved to Communications, Derrick replaced Maria on Professional Development</p> <p>-Review welcome packet/Resources Document: Terri from ASC will check links, review it</p> <p>View AUPresses Diversity webinar (Toni): Toni forgot laptop, so we will watch next time</p> <p>September Meeting Goals: Communications plan, Diversity Survey, Finalize Goals, Center reports, Discussion with Norman</p> <p>First Nations Walking Tour: Sign up</p>	<p>All</p>
<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>- Draft talking points</li> <li>- Email paragraph on center accomplishments to Tina by 9/1</li> <li>- Sign up for First Nations Walking Tour</li> </ul>	
<p><b>Adjourned at 3:38 PM</b></p>	
<p><b>NEXT MEETING: September 13</b></p>	<p>All</p>
<p><b>Future minutes: Mark Wagener, Arboretum</b></p> <p><b>Reminder: check agenda for minute takers for each month.</b></p>	