



OVCERGE Equity and Diversity Committee Meeting

Date: Thursday, September 13, 2018
Start/End Time: 2:00 – 3:30 PM
Location: Space Science

Attendees:	Members:	PRESENT	ABSENT
	Mark Wegener – Arboretum		X
	Anne Moser – Aquatic Sciences Center	X	
	Emily Baer – Biotech	X	
	(Vacant) – Biotron		X
	Eileen Callahan – Graduate School	X	
	Jim Porter – Institute on Aging	X	
	Marchel Hill – Molecular Virology, V. Chair	X	
	Lauren Weitkamp – Cell & Molecular Bio		X
	Darrell Hamilton – PSL	X	
	Deborah Hartley – Primate Center	X	
	(Vacant) – RARC		X
	Bonniejean Zitske - RSP	X	
	Maria Vasys – SSEC	X	
	Choutae Yang – Waisman	X	
	Tina Chorlton – WIPAC	X	
	Kory Breuer – WID	X	
	Toni Gunnison – UW Press, Chair	X	
	Julie Karpelenia – OVCERGE, ex Officio	X	
Scribe:	CENTER – NAME		

----- Minutes ----

AGENDA	WHO
Welcome: The meeting was called to order at 2:03 pm.	Chair
<p>Review and approval of August minutes.</p> <p>Changes to minutes: Anne M out of town, Emily B was not at meeting, Kory was not at meeting; Emily Reynolds removed from active roster as Eileen's backup; Deb said that she might have a backup soon; RARC needs new person—TBA as main person, with Rebecca as backup; Mark at Arboretum is looking for alt & main member b/c he has things come up so he can't attend; Julie K said that if someone is having problems finding committee members they should contact her; Biotron close to hiring asst. director so hopefully get rep soon. Anne moved to</p>	All

<p>approve with corrections, Deb seconded—approved.</p>	
<p>New Business/Updates:</p> <p>Equity and Diversity Chairs meeting - Patrick Sims is now Deputy Chancellor & Chief Diversity Officer—was previously Vice Provost; he is focusing on affinity groups (Black Cultural Center, Latinx Cultural Center, etc.); setting up events for fac/staff for underrepresented groups each semester—chance for people to meet other people so they feel there’s sense of community; wants to do another climate survey in 2020; wants his office to be resource for reviewing climate survey questions and to keep track of who’s doing them on campus; hired comm firm in MKE that put together campaign talking about diversity to students—intent is to highlight underrepresented populations as belonging at UW, that this is part of the campus/culture at UW, shouldn’t be seen as outsider position.</p> <p>Roster updates: see notes under August Minutes.</p> <p>Updates - Prof Dev subcomm (Choutae): Walking Tours filled up in 2 days; looking at whether this is on-going tour, Lauren and Choutae will each go to one of the tours; hopes to schedule research-mentor training, Kory is meeting with Amber Smith who’s in charge of research-mentor training; hope to reach out to Linda in THRIVE@UW and Susan D (Engagement Inclusion & Diversity Officer);</p> <p>Attendance and alternates discussed.</p>	<p>Chair</p>
<p>Old Business:</p> <p>Report on Communications Plan: Anne passed out edited draft; Choutae reviewed; Toni suggested adding date for annual review; needs approval; made a few edits (EDC); discussion of oxford comma—agreeing that we are using oxford comma for everything; Choutae—what is “developing and delivering messages”? Eileen: developing was two parts—1. Style in which we deliver, 2. Frequency/formality—where does knowledge sit; Toni: are talking points useful? Can we think about how we can present what we do in succinct way/handout for people to talk about what we do as a committee. Motion to approve with revisions—Deb, Jim; approved.</p> <p>Report on Climate Survey. AdHoc: Emily B didn’t get many requests for changes to survey changes; Emily R wanted questions to focus on general leadership; Josh Morrill in Grad School wants to assist with climate survey since he’s done them before; Marchel has been in touch with Lynn Freeman but Toni doesn’t have an update on that.</p> <p>Diversity Resources Document – need point person to collate updates.</p>	<p>Anne</p> <p>Toni</p> <p>All</p>
<p>New Business/Discussion:</p> <p>Plan for VCRGE Oct. visit</p> <p>52 Bascom: VCRGE can come for 30 minutes (2:30-3 pm); talk about what we’re working on, goals (update resources doc, prepare and implement survey, 1 workshop per semester, distribution of information about what we do/role within our units—who does this in each center, be “agents of change”); to get from him: are we on the right track? Should we be doing other things?; committee’s</p>	

<p>professional development---do we want to expand the mission of the committee to include OUR professional development?</p> <p>This includes: Finalize FY19 goals Finalize Center Reports planning: used to be done yearly; how do we want to format the reports; ND is looking for a summary; if centers have nothing to report for a particular question, that's ok; use current template as guiding questions? Eileen: for prior reports, was population of workforce considered? Decision: Toni will collate the questions into a document that can be used as a template, and wait until after we meet with Norman. Way to promote what we do – Brochure? Postcard? Other ideas?</p>	
<p>Adjourned at 3:30 pm. Darrell moved, Deb seconded.</p>	
<p>NEXT MEETING: Attend Diversity Forum; December 13 at Primate Center</p>	<p>All</p>
<p>Future minutes: Tina Chorlton (until further notice)</p>	