

Diversity Council
Minutes
February 6, 2013

Present: E. Ascher, K. Beck, L. Bilonis, M. Boaz, F. Bowen, M. Cureton, G. Glazer, C. Goode, T. Guerin, G. Hand, W. Harris, L. Hart, R. Hays, M. Idries, R. Lee, A. Lind, B. Marshall, R. Mehta, D. Merchant, G. Mohar, L. Newman, C. Short-Thompson, L. Smith, R. Zierolf

Opening

C. Short-Thompson opened up the meeting welcoming B. Marshall as the interim chief diversity officer noting the many different roles she has filled during her tenure at UC. She will be an asset moving forward the diversity initiative and the Diversity Plan.

B. Marshall expressed her excitement serving in this role and thanked those who have worked before her on the diversity initiative. She believes the diversity initiative is on firm foundation to excel and is inspired but noted there is much work yet to be done.

C. Short-Thompson asked for approval of the amended December 5 minutes and the January 9 minutes. All were in favor of approval.

C. Short-Thompson welcomed E. Ascher as a new member on the Steering Committee noting her previous work will be an asset as the committee works to develop the role of the CDO.

CDO Job Description

C. Short-Thompson referenced the discussion at the last meeting when President Ono shared his plans for the CDO position and asked to work with the Council to develop the criteria. Since that meeting, she has worked with R. Hays to refine the draft initiated by M. Livingston. The steering committee has provided input. She invited feedback at the meeting or later via email. S. Ono's plans are to launch a national search in the fall and there is the likelihood that a consultant will be retained to guide the process.

Suggestions included:

- G. Glazer asked that the deans be inserted in the fifth bullet and include language that the CDO will seek funding for diversity initiatives.
- It was recommended that S. Ono give serious consideration that this position also hold the rank of vice president. There is strong support that the position report directly to the President but also recognize the importance of having a dotted line relationship to the Provost.
- E. Asher stated there needs to be a strategic focus in the job description and will provide specific text.
- A. Lind noted the importance of emphasizing the role of the Provost with the CDO with the intent to focus on diversifying the academic side.

- R. Hays noted that he foresees a role that is functional in both offices.
- F. Bowen stated if the CDO is to have a role with the Provost, then roles and relationships need to be defined with the new position that R. Martin holds. R. Hays agreed.

W. Harris inquired about the office structure and budget.

It was agreed to research other CDO models to help guide this process in developing the best fit for UC. Some examples to research are OSU, IU, Wisconsin/Madison (Damon Williams). The research should not be limited to academic institutions but also explore corporate models (P&G). The goal for the next meeting is to share the findings of these models.

L. Bilionis said there should be greater emphasis on leadership. The actual structure needs to be powerful and strongly favors the position be at the Cabinet level. The CDO has to have key relationships. A big issue is identification of resources.

T. Guerin said the CDO can be engaged to support more internally. If reporting to the Provost, this can be a support function that contributes to the success of the entire institution and not just seen narrowly as part of the Provost unit.

R. Hays supports retaining a consultant who has expertise with a competitive perspective noting that S. Ono has already committed to providing resources for this action. Some suggestions for consideration are: Damon Casey (Well Point), Andres Tapias. The consultant should meet with all high level officers and then make a recommendation based on this feedback.

C. Goode asked that the job description include a connection to alumni and fund raising support.

Annual Report Format

D. Merchant will forward to the Council the format for the annual report and welcomes feedback. It will identify who is to provide the appropriate information. She will work with the President's Office to identify information to be included. The goal is for this document to be the sole source to obtain diversity information for the university.

Council Survey Update

C. Short-Thompson thanked those who responded to the survey; there was a total of 12 responses from council members. She shared the following themes that resulted from the survey:

- pleased with Diversity Plan
- concern to make it as accountable and keep updated
- need to bring in a consultant
- review the definition of diversity and broaden to welcome inclusive environment

- the Council is a big group and it would help to have smaller groups to break it down
- conduct a climate survey of the university

G. Glazer shared concern about people not in sync about what is going on because she was exploring costs for a survey in her college and feels money should not be spent on this expense. E. Ascher noted she is working on a proposal for such a survey and money has been designated already. C. Short-Thompson said the survey needs to go deep into diversity and asked E. Ascher to draft a proposal and survey questions to share at the next meeting. The survey will be issued to units as well the entire university.

Subcommittee Proposal

C. Short-Thompson stated in order to move the Diversity Plan forward, the steering committee drafted a subcommittee structure that would be populated by both council members as well others across the university. She asked for feedback if the subcommittees made sense and if all areas are captured. Council members were asked to identify which subcommittees fit logically for them and to make recommendations of who at UC should be involved.

L. Hart asked for clarification for the Resource Subcommittee. B. Marshall stated it is the former Communications Subcommittee that will continue this work but also provide resource materials to others. There was discussion about a different name (engagement, best practice, or retain communication).

R. Lee asked that the work of the Metrics Subcommittee expand beyond quantifiable data. The holistic side cannot be captured or measured by data, and the stories/feelings are significant to share.

C. Goode asked that the web site be utilized as a resource and needs to be kept updated. Also, M. Livingston had previously stated the role of the Council was advisory to the President. Is this still accurate? Will the subcommittees be advisory? Who will enforce the decisions and make changes? This needs to be clarified before the structure is solidified.

The role of the subcommittees needs to be outlined. B. Marshall stated one of her responsibilities will be “connecting the dots”.

R. Hays stressed the importance that the Diversity Plan not become “static” and continue as a living document. It needs to be moved along with identifiable action steps and metrics. B. Marshall anticipates the Metrics Subcommittee will shepherd this process as it evolves with the change in leadership.

C. Short-Thompson suggested taking time to assess the current status of the plan and share best practices. It appears to be an opportune time for a refresher.

It should be the role of the CDO and Steering Committee to keep the Plan functioning and update as appropriate. This should not get lost in the subcommittees.

L. Bilionis reminded the Council about the annual goal setting process that is to be used to monitor the plan and hold everyone accountable. Last year was the first year to integrate diversity into this process.

R. Hays noted the Academic Master Plan (AMP) is going through the same review process and is finding a way to integrate these two plans. L. Johnson is responsible for the AMP and he will address this with him, and B. Marshall should be part of that conversation. Currently, diversity is just an add-on and it needs to be integrated.

It would be helpful to know the President's and Provost's thoughts about the annual review and evaluation before changing any parameters for the Diversity Plan.

Diversity Incentive Grant Proposals

D. Merchant reported 14 proposals have been submitted and one additional is forthcoming for a total of 15. The review committee meets on 2/27 to render decisions. The majority of reports are in from last year's grants. Those are being reviewed and can be shared.

Diversity Conference

L. Newman distributed posters asking all to post in their respective areas and any other relevant sites. She would like council members to be registered by March 1 and the registration deadline is March 20.

Minutes approved by B. Marshall and C. Short-Thompson.

2012-13 Meeting Schedule (8:30-10 AM)

March 13

April 3

May 1

June 5

Distributed: March 11, 2013