

Diversity Council
November 20, 2007
Minutes

Present: E. Abercrombie, C. Berryman-Fink, C. Collins, G. Dent, S. Downing, K. Faaborg, J. Heisey, A. Ingber, H. Kegler, A. Leonard, M. Leventhal, M. Livingston, B. Marshall, R. Martin, D. Meem, D. Merchant, C. Miller, L. Mortimer, N. Pinto, B. Rinto, K. Simonson, M. Stagaman, G. Wharton

Absent: E. Akpinar, L. Bilonis, M. Hall, G. Hand, M. McCrate, E. Owens, J. Radley, K. Robbins, M. Spencer

Welcome

C. Berryman-Fink reviewed expectations for the meeting – mission statement, no cost recommendations and how to move them forward, and populating subcommittees. Distributed was a revised agenda, list of no cost recommendations, subcommittee structure, subcommittee tasks, and publication, *Making a Real Difference with Diversity*.

C. Berryman-Fink referenced the above publication stating it is a summary of diversity initiatives from 28 California colleges and universities and their strategies to improve diversity on their campuses. She recommends all read the document over the holiday break and the subcommittees should pay particular attention to how these campuses implemented specific items. Some of the materials she found useful were: 1) Reconceptualization of diversity work which shifts from only increasing the numbers of faculty, staff and students and isolated projects to a real link of diversity initiatives to the university mission. This includes educating students on how to deal with the challenges they will face when they graduate. 2) Integration of diversity into the curriculum and faculty scholarship so it then becomes central to the mission. 3) Emphasis of shared leadership and the involvement of top leaders with initiatives and the broad based involvement across the institution and unit specific committees. 4) Department chairs and faculty must embrace diversity goals. 5) Strong emphasis on evaluation and many publish evaluation reports twice a year. 6) Communication plans create a powerful story about diversity work. They think about who is telling the story, who is hearing the story and the importance of dialogue. 7) Many institutions faced a similar dilemma UC has encountered which is the perception of a delay in the process. As time is being taken to build the infrastructure, many believe no work is being done.

Chief Diversity Officer Report

M. Livingston referenced the publication and how it is documented in such a way that UC can learn from their best practices in higher education and recommends the subcommittees have a conversation on this item. As the subcommittees move forward, he invited feedback on any items that need to be addressed. The members are the Council's best barometer as to how the job is being done and all feedback is welcomed.

He, C. Berryman-Fink and B. Marshall met with G. Wharton about the letter to the senior leadership regarding an inventory of diversity initiatives across the university. The Office of Equal Opportunity already collects data from the colleges, administrative areas, etc. and the letter should not duplicate what is currently being done. B. Marshall has developed a template so responses can be reported in a consistent manner. The letter is expected to be sent in the next few weeks requesting feedback by the end of January. All data collected will be shared with the Council.

M. Livingston reported he attended a Minority Vendor Exchange sponsored by Toyota; he has a comprehensive list that is available when vendor issues need to be addressed for the institution.

M. Livingston reported on the budget for the current year. J. Plummer verbally confirmed the concept has been approved but the amount is still under debate. He expects a final answer in the next week.

The diversity web site will be launched December 1st.

M. Livingston distributed an article from the News Record regarding multicultural groups.

Mission Statement

M. Livingston asked for the Council to approve the mission statement in order to move forward requesting formal adoption by the President and the Board. There was concern raised about the word “diversity” appearing twice in the statement. It was agreed to drop the second “diversity” and add the word “inclusive” before environment in the third sentence. Also, “staff” needs to be added in the second sentence. M. Livingston will make those changes and seek formal adoption of the statement.

Diversity Recommendations

C. Berryman-Fink referenced the list of no cost recommendations and reported several items are already completed or near completion. Others will be dispersed to the appropriate subcommittee for implementation. It was noted that even though a budget is not associated with these items, there is the expense of people’s time. The low cost items discussed previously will be prioritized by the subcommittees and submitted as part of the five-year plan. M. Livingston noted concern about the way prioritization is rolled out; it should be done in a coherent message. M. Livingston reminded all of L. Bilonis’ comments at the last meeting regarding the list of recommendations from the President’s UC|21 Diversity Task Force is a starting place. They can be modified and broadened as necessary. Recommendations in the plan should not be centered on race and ethnicity alone, but should be inclusive. The subcommittees are responsible for creating the five-year plan, assigning time frames to each recommendation along with the responsible party and budget. The plan is due in mid-March.

Subcommittee Composition

C. Berryman-Fink expressed appreciation to the co-chairs for their willingness to provide leadership to the four groups. There will be a fifth group comprised of herself, M. Livingston, B. Marshall, L. Bilonis and G. Hand to address ongoing tasks of the Council. **Co-chairs are responsible for populating their respective subcommittees and can begin doing so immediately. Additionally, they are to send appointment letters to their members, copying C. Berryman-Fink and M. Livingston.** There are individuals who have already expressed interest in serving and that list will be forwarded to the co-chairs. Council members were asked to list their first and second choices as to which subcommittee they prefer to serve. Final selections are listed at the end of the minutes. Co-chairs should keep in mind they are free to appoint faculty, staff, students, alumni and community members to their committees. Even though there is an assessment subcommittee, there should be one person on each subcommittee that is a champion of assessment for that group's work. Co-chairs will be reporting on the work of their respective subcommittees at the monthly Council meetings beginning in January.

B. Rinto asked if a template is available for each subcommittee to use in creating their respective reports so they are consistent when compiling the final plan for submittal. M. Livingston agreed that a template would be developed.

There are likely to be tasks that overlap subcommittees so interaction among the groups would be beneficial. It might be helpful to assign a liaison for each group to communicate between the subcommittees.

It was agreed that the next meeting of the Council on December 13th be used to invite all members of the subcommittees so they can benefit from the same message/communication of the larger Council. Items to include in the "mega" meeting are: charge of the Council and respective subcommittees, introduction of the Council's work, etc.

N. Pinto stated if the Council's work is to have a broad impact, it needs the direct involvement of the colleges and programs at this early stage of the process. Otherwise, it will not permeate in the campus environment. The colleges have a responsibility to this initiative and a mechanism needs to be identified in the colleges to begin planning. It should be a parallel effort in each college. A directive from either the President or the Provost is needed to begin this effort. The current letter going to the senior leadership requesting an inventory could be adjusted to include this message. M. Livingston will work with C. Berryman-Fink to revise the letter to incorporate this effort into the letter. It is important that the task not be assigned to individuals in the colleges that normally have this assignment; otherwise the culture will not change.

Membership of subcommittees with Diversity Council members follows:

Recruitment & Retention (Co-chairs: Caroline Miller & Karen Faaborg)

1. Charles Collins
2. Marla Hall

3. Ana Leonard
4. Deborah Meem
5. Debra Merchant
6. Neville Pinto
7. Kathy Robbins

Campus Life & Climate (Co-chairs: Barb Rinto & Stacy Downing)

1. Abie Ingber
2. Helen Kegler
3. Mitch Leventhal
4. Robin Martin
5. Jay Radley

Assessment & Accountability (Co-chairs: Lee Mortimer & Gary Dent)

1. Ezgi Akpinar
2. Mitch McCrate
3. Ken Simonson
4. George Wharton

Community Collaboration (Co-chairs: Mary Stagaman & Ed Owens)

1. Eric Abercrombie
2. Jen Heisey
3. Marian Spencer

Minutes approved by C. Berryman-Fink and M. Livingston.

NEXT MEETING: December 13, 2007, 10:00 AM

Distributed 11/27/07