

COMMITTEE FOR DIVERSITY AND EQUITY (D&E)**Minutes of Meeting****Wednesday, January 31, 2018**

The Committee for Diversity and Equity met at 2:30 P.M. in Room 397 of the Kolligian Library, Chair Wei-Chun Chin presiding.

Present: Wei-Chun Chin, Clarissa Nobile, ex-officio member Gregg Camfield. Zulema Valdez participated via Zoom.

I. Chair's Report – *Wei-Chun Chin*

Chair Chin reported on the [January 23, 2018](#) Divisional Council meeting at which the revised CRE Recommended Voting Procedures document was introduced. The recommendations provided are not mandatory, each bylaw unit can establish its own rules. Members also discussed the Revised Incentive Plan for Revenue Generating Master's Degree Programs. The Academic Senate has recommended the revised incentive plan move forward and be reexamined three years after implementation. Lastly, members discussed the CORE and CAPRA memo addressed to the Budget Work Group regarding discretionary funding for faculty. The memo outlines the challenges faculty members have faced with the lack of proper resources, and implores the Budget Work Group seek out mechanisms for providing additional discretionary research funding.

The Chair also provided a report on the on the [January 30, 2018](#) Periodic Review Oversight Committee (PROC) meeting in which VPF Gregg Camfield discussed how the role of the assessment in teaching is being communicated to faculty and incorporated into tenure and promotion processes. PROC is concerned with assessment as a part of teaching because, although it is a part of the policy, it is not being completed by the faculty as it is listed under service and not teaching. PROC also discussed the closure of the Earth Systems Science review and the Political Science Review. PROC suggested sending the POLI SCI faculty to diversity training in order to better lead classroom discussion as the UCM student body is extremely diverse.

II. Vice Chair's Report – *Clarissa Nobile*

Vice Chair Nobile reported on the [January 18, 2018](#) University Committee on Affirmative Action, Diversity, and Equity (UCAADE) meeting. Members discussed strategy and recommendations to strengthen the Faculty Equity Advisor (FEA) program. The program appears to be successful although FEAs have requested guidelines so they can better understand what is representative of the university's views on diversity and equity. UCAADE is in the process of deciding whether or not to 1) recommend Statements on Contribution to Diversity be used when hiring and, 2) recommend criteria for assessing statements on contributions to diversity in merit and hiring reviews. Going forward, members will be evaluating the salary equity gaps across the campuses and the possibilities of addressing potential gaps. Lastly, UCAADE is considering a significant expansion of the Post-Doctoral Fellowship program, although there will be ongoing discussions regarding the allocation of funding.

Members discussed the individual campus FEA guidelines and the Chair noted that D&E will select new FEA members at the end of the spring 2018 semester.

III. Systemwide Review Item**A. [Proposed Amendment to Senate Bylaw 128, Conflicts of Interest](#)**

Members will review and provide comments through electronic mail.

ACTION: D&E will draft a response for committee review prior to transmittal to the Senate by February 26, 2018.

IV. Campus Review Item**A. [Proposed Revisions to Division Regulations II.4 - HONORS](#)**

Members will review and provide comments through electronic mail.

ACTION:

- D&E will draft a response for committee review prior to transmittal to the Senate by February 13, 2018.

V. Consultation with VPF

The VPF discussed the following:

- As an update for the Presidential Fellowship Program, the cap on hiring the number of fellows to receive the hiring incentive has been removed. The President has approved funding for all hired post docs to receive the hiring incentive thereby eliminating the limited number of incentives available on a first come first serve basis.
- The Diversity Initiative, as supported by legislature, will be funded for another year. Campuses are submitting proposals on various approaches to improving diversity. The VPF suggests that proposals be collaborative among campuses, rather than competitive, and focus on growing our own instead of looking individually at this year's hiring.
- The VPF would like to create a work group to advocate for the creation of departmental chairs and, as supported by the APM, assign the Departmental Annual Affirmative Action Reporting as an official duty. This VPF's [Department Annual Affirmative Action Reporting](#) document will become a crucial set of guidelines if the campus decides to move to a departmental structure. VPF Camfield is requesting feedback from D&E members. One member suggested shifting the justification for a stronger opening statement, and members support the emphasis on climate. Additionally, members suggested providing supporting data for certain statements, and inserting a link that leads to a resources page.
- Members discussed the VPF's [Incorporating Contributions to Diversity into Self-Statements](#) document. Although it is not required by policy, the VPF strongly encourages faculty to include contributions to diversity in their self-statements. One member noted that, during the VPF's workshops, the VPF may want to provide examples of contributions to diversity as some faculty may not be aware of the different opportunities.
- In discussing the next steps for diversity plans for the campus, the Chair would like to work with PROC in that the Graduate Program Review Policy and Procedures already contains a diversity section, D&E would like incorporate additional guidelines and a template to provide further clarification for faculty during a program review.

ACTION: The Chair will transmit a memo to PROC requesting their cooperation in creating best-practice guidelines in diversity planning to be, ultimately, added to PROC's Graduate Program Review Policy and Procedures by May, 2018.

VI. Consent Calendar

The agenda of the January 31, 2018 D&E committee meeting was approved by the members as presented.