

COMMITTEE FOR EQUITY, DIVERSITY AND INCLUSION (EDI)**Thursday, February 22, 2024****10:00 – 11:30am****ADMIN 245****MINUTES OF MEETING**

Pursuant to call, the Committee for Equity, Diversity and Inclusion met at 10:00am on February 22, 2024. Chair Marcos García-Ojeda presiding.

I. Chair’s Report – Marcos García-Ojeda**A. [DivCo Updates](#) (February 12)**

GC Chair Scheibner summarized GC’s memo and recommendations for Mitigating Graduate Students’ and Postdoctoral Researchers’ Delays on Research and Time to Degree. The recommendations fall under three categories: financial, administrative, and professional preparation. Divisional Council members endorsed GC’s memo with a request for minor edits.

Divisional Council members endorsed the Proposed Bylaws for the Division of Undergraduate Education Executive Committee.

Shilpa Khatri provided an update on the Financial Management and Reporting Task Force. Three work groups under the task force (payroll, reporting, and inflow) will present their plans at a task force meeting on February 26.

II. Consent Calendar**A. Today’s agenda****B. [January 25 draft Meeting Minutes](#)**

Action: Today’s agenda and the January 25 Meeting Minutes were approved as presented. The EDI analyst updated the Senate website accordingly.

III. EDI Representatives/Liaisons**A. [Periodic Review Oversight Committee](#) - Josué Medellín-Azuara**

- Update on February 12 meeting
This item was not discussed.

B. [Chancellor's Council on Climate, Culture, Antiracism and Equity \(CCCAE\)](#) – Vice-Chair Brokaw

- Update on January 30 meeting
This item was not discussed.

IV. Analysis of Faculty Advancements and Promotions – Vice Provost for Academic Personnel Tom Hansford

Last year, the EDI Committee requested VPAP Hansford to conduct an analysis of faculty advancements and promotions, with an eye towards assessing possible equity

issues. The results were presented to EDI using data from AY 2021-2022. VPAP Hansford has now re-analyzed the data to include the AY 2022-2023 review cycle.

VPAP Hansford shared a presentation on equity in faculty advancement and promotion at UC Merced from 2021-23.

Following the presentation, members discussed possible advantages of sharing this information with the campus. It was noted that it could be reassuring for individuals to hear that the campus is conducting these types of analysis. Furthermore, the data is not showing the inequities as may be perceived by some. This is important, as the perception of inequities is not substantiated by the collected data and this might help diminish some of the concerns of the faculty.

Action: The FWAF analyst will invite VPAP Hansford to present new data to next year's EDI committee.

V. **Continuation of the Antiracism Working Group – All**

The initial budget was 100K. The funds must be spent by June 2025. 50K was used for the anti-racism grant proposals and the remaining 50K will need to be used to compensate a consultant for their future work on the self-study/assessment of the Academic Senate.

The next step is to identify someone to replace Jobi Martinez and invite them to serve as a consultant. Benjamin Reese was ranked #2 (Jobi Martinez was ranked #1). Reese's proposal can be found [here](#) and his contact information can be found [here](#).

Members discussed Reese's proposal and a possible timeline if inviting him to serve as consultant. It was noted that the timeline is very tight as the funds must be spent by June 2025. As Reese's proposal was submitted a considerable amount of time ago, members agreed that the timeline may need to be rethought out as they would like to request an updated proposal from him. AVC Valdez then suggested that it might be worthwhile to go back out for additional proposals for the committee to consider.

Action: AVC Valdez will consult with VC and Chief Diversity Officer Saenz to see if there are other consulting firms that can be used to reach out to other potential consultants.

VI. **Guidelines for DEI Statements in Promotion/Tenure Cases – All**

UC Merced's current guidelines for DEI statements for future hires can be found [here](#).

A list of similar policies and practices at other UC campuses can be found [here](#).

Members agreed that reviewing the UCI resource, aimed at faculty undergoing promotion/tenure, would be a good starting point when looking to draft guidelines for DEI statements at UC Merced. In addition, members noted that guidance on how to evaluate DEI statements as Promotion/Tenure case reviewers would be beneficial as well.

Members discussed where the guidelines should be housed. It was noted that the guidelines would need to be accessible while individuals are compiling their Promotion/Tenure documents for submission. Member Medellín-Azuara suggested that the Department Chairs provide this information and guidance while meeting with individuals prior to submitting their Promotion/Tenure documents.

AVPAP Song noted that the committee should be mindful of what the MAPP says while creating the guidelines as DEI statements are encouraged, but not mandatory. She stated that it would be important to provide context to acknowledge what the APM requires, yet also to encourage the importance of providing a DEI statement.

Actions:

- Chair García-Ojeda and Member Medellín-Azuara will review the [UCI resource](#).
- Vice-Chair Brokaw and Member Lee will review the [UCM APO resource](#).
- Feedback will be circulated to EDI members by Thursday, March 7.

VII. Systemwide Review Items – Chair García-Ojeda

A. [Proposed UC Regents Policy on Use of University Administrative Websites](#)

Background: This policy first appeared in another form as [Item J3](#) on the January 24, 2024 agenda of the joint meeting of the Regents Academic and Students Affairs Committee and the Compliance Audit Committee as an action item for adoption by the full Board. The Academic Council [expressed concerns](#) about the process leading to this proposed action and requested an opportunity for an expedited Senate review of the policy in time for discussion at the Regents' March 19-20 meeting. Please also see the Academic Council's June 2022 [Recommendations for Department Political Statements](#).

Academic Council will hold a special meeting in March to discuss this policy and has requested the UC Divisions' comments by March 8, 2024.

Comments are due to the Senate Chair by **5:00 pm, Thursday, February 22, 2024**.

Action: EDI members declined to opine. The EDI analyst notified the Senate Chair that EDI declined to opine.

B. [Proposed Revisions to Presidential Policy BFB-BUS-50: Controlled Substances Use in Research and Teaching](#)

Key revisions:

- Clarify in detail the scope of duties of the Campus Controlled Substances Programs and the Controlled Substances Program Officers;
- Define the Campus Designation form of Drug Enforcement Agency (DEA) Registration and address requirements applicable to DEA Registrations other than Campus Designation, such as individual schedule I DEA Registrations;
- Provide more specific procedures regarding Powers of Attorney;

- Provide additional guidance as to import, export, interstate and intrastate use, transfer, and transport of Controlled Substances, as well as Controlled Substances Analogues and DEA-exempt chemical preparations; and
- Establish responsible units and individuals for patient care and clinical Controlled Substances Program.

Comments are due to the Senate Chair by **5:00 pm on Monday, February 26, 2024.**

Action: EDI members declined to opine. The EDI analyst notified the Senate Chair that EDI declined to opine.

C. [Proposed Amendment to Senate Regulation \(SR\) 424.A.3 Presented by the Board of Admissions and Relations with Schools \(BOARS\)](#)

The amendment introduces a new requirement for freshman admission to the University (Area H). The amendment to the SR is provided in red font on page 3.

Please refer to the attached memos from Academic Council Chair Steintrager and BOARS Chair Knowlton for background information about this item.

EDI is a lead reviewer.

Comments are due to the Senate Chair by **5:00 pm on Friday, April 5, 2024.**

Action: Members Magaña and Medellín-Azuara will serve as lead reviewers. Lead reviewer's comments will be circulated via email by Friday, March 15 and will serve as the basis for EDI's official response.

VIII. Campus Wide Review Items – Chair García-Ojeda

A. [Policy on Transmission of Documents to the University Archive](#)

The proposed policy codifies instructions currently present in the UC Records Retention Schedule regarding the transferring of relevant campus records to the University Archives. The policy applies to UCM employees who handle administrative records, and all inactive records documenting the University's decision-making processes, the functions of the University, and the essential cultural history of the campus, such as administrative records, general publications, and records concerning student organizations.

Comments are due to the Senate Chair by **5:00 pm, Friday, March 1, 2024.**

Action: EDI members declined to opine. The EDI analyst notified the Senate Chair that EDI declined to opine.

B. [Interim Implementing Procedures for Abusive Conduct in the Workplace](#)

The Campus Implementing Procedures are intended to implement and supplement the [University of California Policy on Abusive Conduct in the Workplace](#) ("Abusive Conduct Policy" or "UC Policy"), which became effective January 1, 2023. The

systemwide Abusive Conduct Policy and the CIP replace UC Merced’s previous *Policy on Prohibition of Abusive Conduct and Acts of Violence by University Employees and Non-Affiliates*, which was rescinded on January 1, 2023. All campuses are required to develop procedures and supplementary information to support the implementation of the Abusive Conduct Policy (see Abusive Conduct Policy, Section IV.A)

Key Aspects of the CIP:

- Incorporates all definitions from the systemwide UC Policy (CIP, Section III)
- Contains specific provisions for the immediate reporting of emergencies or acts or threats of violence, similar to the campus’s previous *Policy on Prohibition of Abusive Conduct and Acts of Violence by University Employees and Non-Affiliates*. (CIP, Section IV.A & B)
- Explains how to report abusive conduct of a non-violent or non-threatening nature – e.g., either to the reporter’s supervisor, manager or administrator, or directly to Human Resources (HR) or the Academic Personnel Office (APO). Direct links to responsible offices are provided. (CIP, Section IV.D, Section IV.C.1)
- Outlines the responsibilities of the supervisor, manager or administrator, or HR or APO, once a report of abusive conduct is received. (CIP, Section IV.C.2 & 3; Section IV.E – Initial Assessments)
- Outlines the responsibilities of HR or APO to refer to OPHD, all SVSH-related complaints or complaints based on one or more protected categories as outlined in the University’s *Discrimination, Harassment and Affirmative Action in the Workplace* policy (CIP, Section IV.G)
- Outlines the responsibilities of HR or APO to refer reports of suspected improper governmental activity or alleged retaliation under the University’s Whistleblower or Whistleblower Protection policies to the campus’s Locally Designated Official. (CIP, Section IV.F)
- Outlines the responsibilities of HR or APO regarding communication with the complainant after the initial assessment of a report of abusive conduct. (CIP, Section IV.C.3)
- If there is a formal investigation, the CIP refers to UC Policy provisions that contain detailed requirements. The CIP also outlines some of the key provisions from UC Policy (CIP, Section IV.H)
- Explains that the complainant and respondent will be informed once a formal investigation is completed and whether or not a violation of the UC Policy has occurred. Actions taken to resolve the complaint, if any, that are directly related to the complainant, such as a no-contact directive, will be shared with the complainant. Per UC policies protecting individuals’ privacy, the complainant may be notified generally that the matter has been referred for appropriate administrative action but will not be informed of the details of the recommended action without the respondent’s consent. (CIP, Section IV.H; Abusive Conduct Policy, Section V.F.2.b.9)
- Explains the ability of employees to file grievances or complaints under established University policies and procedures, including Academic Personnel

Manual (APM) 016 and the campus MAPP 016. Among other things, in the case of Senate faculty, APM 016/MAPP 016 procedures shall govern. (CIP, Section IV.I)

Comments are due to the Senate Chair by **5:00 pm, Friday, March 1, 2024.**

Action: Chair García-Ojeda and Member Lee will serve as lead reviewers. Lead reviewer's comments will be circulated via email by Monday, February 26 and will serve as the basis for EDI's official response.

C. [Proposal for the Establishment of a Management of Innovation, Sustainability, and Technology \(MIST\) B.A. Degree Program](#)

Materials for the proposal are hyperlinked below.

- [Proposal](#)
- [Addendum](#) (Summary of updates applied to the proposal on Jan 31, 2024)
- [SOE EC Vice Chair Muñoz Support Letter](#)
[SOE Dean Goel Support Letter](#)

Comments are due to the Senate Chair by **5:00 pm, Friday, March 15, 2024.**

Action: EDI members declined to opine. The EDI analyst notified the Senate Chair that EDI declined to opine.

D. [Proposal from the School of Natural Sciences for the Establishment of a Biochemistry B.S. Degree Program](#)

Comments are due to the Senate Chair by **5:00 pm, Friday, March 15, 2024.**

Action: EDI members declined to opine. The EDI analyst notified the Senate Chair that EDI declined to opine.

E. [Proposal from the School of Natural Sciences for the Establishment of an Ecology, Evolution, and Conservation Biology \(EECB\) B.S. Degree Program](#)

Comments are due to the Senate Chair by **5:00 pm, Friday, March 22, 2024.**

Action: EDI members declined to opine. The EDI analyst notified the Senate Chair that EDI declined to opine.

IX. Other Business

There being no further business, the meeting was adjourned at 11:30am.

Attest: Marcos García-Ojeda, EDI Chair