

## Diversity Committee Meeting

<b>Date:</b>	Tuesday, April 19, 2005
<b>Time:</b>	8-9 a.m.
<b>Location:</b>	Student Diversity Center
<b>Present:</b>	Terry Beck, Nancy Bristow, Julie Christoph, Marie DeBenedictis, Rosa Beth Gibson, , Jm McCullough, Priti Jbshi, Alex Bristow, and Carrie Washburn.
<b>Agenda:</b>	<ol style="list-style-type: none"> <li>1. Volunteer Secretary for today' s minutes</li> <li>2. Review of Minutes: 3/22/05</li> <li>3. Final Report to Faculty Senate</li> <li>4. Educational Response Team</li> <li>5. Other business</li> </ol>

Nancy Bristow opened the meeting at 8 a.m. Jm McCullough volunteered to take minutes.

Minutes from the March 22<sup>nd</sup> meeting were approved with a minor spelling correction.

It was announced that Julie Christoph will make a presentation on “ Hurtful Words” on Thursday, April 21 at 7 p.m. in Jones Hall 202

There was discussion of the draft final report to the Faculty Senate which was accepted with minor changes. The committee expressed “ deep appreciation” to Jm for preparing the report draft. Nancy and Jm will attend the May 2<sup>nd</sup> to present the report and answer any questions. A copy of this report is attached to these minutes and will be presented at the next faculty meeting.

Carrie Washburn explained that budgeted funds must be expended by June 30<sup>th</sup> and cannot be carried forward. Requests for funding for next year must be made to Bill Barry. Nancy agreed to contact Bill. Expenses for Yoshiko and Becca traveling to Ncore will be expended before the deadline.

The Educational Response Team Subcommittee, composed of Julie, Nancy, Kim, Rosa Beth, and Yoshiko, has been meeting regularly and submitted a report to the committee. Nancy led a discussion of their work and presented a possible membership structure and activity chart for response to incidents. Rosa Beth explained the process chart and indicated its development was a continuing process. The subcommittee expressed their thanks to Debbie Chee for explaining and clarifying the processes. Julie explained the flow chart and how incidents are handled, tracked, and reported. Kim added comments on responses and information handling. She explained that an on line system is envisioned to insure efficiency in responding. This allows flexibility and meets team needs and insures awareness of many participants. In a sense, Kim explained, there will be a virtual team to

respond. The response process is continuing and a report will be made to the Dean when appropriate.

During further discussion, it was suggested that Diversity Committee should provide the Chair for this educational response team. This is logical because of its membership drawn from faculty, staff, and students. In response to a question from Terry, it was stated that educational response activities might include meetings with targeted groups, forums, and campus wide emails. Priti suggested “ vigilance” and “ action” as the two foci of the educational response team. She suggested that these response team roles were really role of the Diversity Committee and that the educational response team is a virtual extension of Diversity Committee. Carrie stated that obviously the committee could not decide on its role today and moved that recommendations on structure and role be tabled until fall. This was seconded and passed.

The committee thanked Julie and Nancy for their leadership during this year.

The meeting was adjourned at 9:04 a.m.

Next Meeting:	This is the final meeting of the 2004-5 academic year.
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Respectfully submitted,  
Jm McCullough

## Committee on Diversity 2004-05 Annual Report

### Introduction

The Diversity Committee engaged in a variety of activities during the 2004-2005 academic year. The Committee's discussions were rich and varied, reflecting the diverse backgrounds and perspectives of Committee members. The Diversity Committee is, appropriately, one of the largest standing committees of the faculty and includes a significant number of student and staff members. Because issues related to diversity cut across the University community, it is essential to the Committee to include members representing the full range of constituencies on the University campus. To present a clear picture of our activities during the year, we have followed previous practice and reported our work on a charge-by-charge basis.

### Committee on Diversity

The membership of the 2004-2005 Diversity Committee consisted of Kim Bobby (Representing George Mills, Jr., Vice President for Enrollment), Julie Christoph (English), Rachel Safran ('06), Marie DeBenedictis (Occupational Therapy), Rosa Beth Gibson (Director of Human Resources and Affirmative Action Officer), Nancy Bristow (History), Dan Gibson (Mail Services), Terry Beck (Education), Becca Herman ('06), Alex Bronson ('07), Janet Pollack (Music), Devon Biggerstaff ('06), , Blaire Notrica ('05), Priti Joshi (English), Jim McCullough (Business and Leadership), Yoshiko Mitsui (Representing Houston Dougharty, Interim Dean of Students), Carrie Washburn (Representing Kris Bartanen, Academic Vice President and Dean of the University).

The committee received six charges from the Faculty Senate and these charges are used to structure the report of our work presented below. These charges, shown in italics, were specific, gave the committee initial direction, and helped guide the year's activity. For the first time, the committee was given a small budget to support activities to assist in completing its work. The members held regular and active discussions of a broad range of diversity related issues, but two major concerns that emerged for consideration and discussion by the committee were faculty participation in recruiting in support of diversity and development of student organizations supporting diverse groups. Although all charges were addressed, discussion and member involvement in these two areas dominated the year and significant progress was made in these areas. A subcommittee made significant progress in the development of an incident response team as well.

## Review of Charges for 2004-2005

1. *Continue working with the Office of Admission, the Office of Human Resources, and other appropriate offices and governing bodies in support of efforts to recruit and retain an increasingly talented and diverse faculty, staff, and student body.*

Early in the year, the Diversity Committee decided to focus on hiring of a diverse faculty and staff in the fall and concentrate on student recruitment in spring.

Throughout the year the committee remained in close contact with Human Resources as Rosa Beth Gibson, Director of Human Resources, was a member of the committee and with the Office of Admission as Kim Bobby, Director of Access Programs, represented Vice President for Enrollment George Mills on the Committee. The Diversity Committee met with representatives of the Office of Admission to discuss faculty roles in recruiting students. The discussion included a number of suggestions about how to contact and convince students of color to join the UPS community. The committee was successful in getting statements from the Dean of the University encouraging faculty participation in student recruitment and attesting to the value of recruiting students as part of faculty service expectations.

2. *Continue working with the Student Diversity Center and the Office of Multicultural Student Services to support the work of Student Diversity Center organizations, Diversity Theme Year, and other existing and emerging organizations and programs.*

The Committee began the year by assigning members in liaison role to student organizations to improve communication and provide support when necessary. Each committee member was assigned as liaison to two student groups. The committee worked to show support to groups that are not currently active. Specific focus was placed on reactivating groups such as Black Student Union, Community for Hispanic Awareness, and Empowering People of Color, which were not currently functioning. Support for student group development was identified as the principal focus under this charge. In addition, committee liaison members met regularly with the Associated Students Governing Council to identify other approaches for providing support for emerging groups. Students from diversity related groups were invited to meet with the Diversity committee when they felt it might be appropriate.

3. *Work with the Office of Human Resources and the Division of Student Affairs to develop and implement additional educational programs promoting awareness of and*

*support for the values articulated in the University Diversity Statement and the proposed Campus Policy Prohibiting Harassment.*

Diversity Committee members explored approaches to increase awareness of and support for the values articulated in the University Diversity Statement and the proposed Campus Policy Prohibiting Harassment. Committee members facilitated training sessions during HR sponsored training, "De-mystifying Diversity," for UPS staff. Discussion indicated that this type of training is sparsely attended and at least one session was canceled. The committee has made suggestions on improving participation and effectiveness of this type of training. The Committee recognized the value of the Race and Pedagogy program in promotion of diversity. It was suggested that a portion of the committee budget be spent on materials promoting and explaining the University Diversity Statement.

- 4. Work with the Office of Institutional Research to institutionalize the collection of data regarding staff and faculty members' attitudes toward and experiences of diversity as an element of campus climate.*

The Committee met with Institutional Research to provide input and advice on the upcoming survey of campus climate relating to diversity issues. This survey will be administered in fall 2005. The committee suggested that the survey include reference to training effectiveness. The committee expressed concerns about representation and was told that the entire UPS population would be included. It was recommended that a broad range of groups, including Diversity committee and programs focused on diversity, be offered opportunities to give input on the design of the survey, but that the actual design be "left to professionals." Since faculty typically have the lowest response rates in this type of effort, it was recommended that the Faculty Senate and unit heads be involved in encouraging participation by faculty members.

- 5. Explore the possibility of sending delegates to gather information at one of the several national conferences devoted to diversity issues in higher education or of sponsoring a regional conference dedicated to these issues.*

Several committee members attended the South Puget Sound Higher Education Diversity Partnership 2005 Institute. The committee supported participation by Becca Herman and Yoshiko Matsui at the Ncore multicultural conference in New York. Race and Pedagogy will sponsor a national conference at UPS in 2006.

6. *Explore the possibility of developing a "Response Team" of students and of faculty and staff members equipped to convene and moderate campus-wide discussions of potentially bias-related incidents at Puget Sound.*

The Committee worked through a subcommittee to develop a plan for development of a response team. This subcommittee gathered information about incident response teams at other colleges and universities. The response team subcommittee worked to identify ways to better integrate activities with the campus crisis protocol, recognizing the need to have trained people available to respond to issues during the early weeks of the semester rather than offering a delayed response. The planned response team will have more of an educational function and be less integrated into incident handling formal procedures. It is anticipated that there will be opportunities for campus community members to approach crisis response team to ask for their involvement, but how the team becomes involved, the meeting point between crisis response team and other offices on campus still needs to be determined. Language was left intentionally vague in anticipation of publication of a timeline is an updated campus harassment policy. Diversity committee and the crisis response team will participate in discussions with Dean Bartanen as a part of finalizing campus policy and procedure.

#### **Proposed Charges for 2005-06**

The members of the Diversity Committee concur in suggesting that a set of carefully focused charges with specific goals and outcomes provide the most appropriate guidelines for the work of the Committee. The following proposed charges reflect the insights that have emerged from the Committee's experience this year.

1. *Continue working with the Office of Admission, the Office of Human Resources, and other appropriate offices and governing bodies in support of efforts to recruit and retain an increasingly talented and diverse faculty, staff, and student body.*
2. *Complete development and implementation of a crisis response team to address incidents related to diversity.*
3. *Continue a program of national participation by sending delegates to gather information at one of the several conferences devoted to diversity issues in higher education.*
4. *Support or assist with the national diversity conference organized by Race and Pedagogy.*

*5. Provide liaison between the faculty, staff, and student organizations related to diversity issues and continue working with the Student Diversity Center and the Office of Multicultural Student Services to support the work of Student Diversity Center organizations, Diversity Theme Year, and other existing and emerging organizations and programs.*

*6. Support the Office of Institutional Research collection of data regarding staff and faculty members' attitudes toward and experiences of diversity as an element of campus climate through programs to increase participation by faculty, staff and students in the Campus Climate Survey.*

The committee will request continuation of the budget allocation budget allocation from the Associate Deans to support the work of the Diversity Committee. It is suggested that the committee develop a budget to assist with the requesting and expending of financial support.