**UW College of the Environment Diversity Committee**

**Meeting Minutes from November 3, 2015**

(first of 2015/16 year and first of 2015-version of Committee)

Present

Jill Rand, Brian Tracey, Christina Miller, Ashley Maloney, John Meyer, Rob Wood, Andrea Hatsukami, Fritz Stahr, Monika Moskal, Kyle Funakoshi, Rick Rupan, Dylan Creed, Caroline Rosevear, Sarah Drerup, Kristi Straus, Michelle Trudeau, Lisa Sanphillippo, Erika Harnett, Bob Oxborrow, Annemarie Bilotta, Mary Smith, (phone: Maile Sullivan)

ACTIONS TAKEN

Brian Tracey self-nominates as Chair

Fritz Stahr self-nominates as Co-chair

Lisa Sanphillippo self-nominates as co-secretary

Ashley Mahoney self-nominates as co-secretary

<Suggestion of co-secretaries made and accepted by unanimous consent of committee>

All elected by near-unanimous vote - (F. Stahr abstains)

Meeting Discussion Minutes *(****bold text*** *are Agenda headings)*

Meeting called to order ~3:10 pm by Jill Rand

**Introductions**, including your hope for Committee contribution/action/effect

 (~1 min from each member present - note this is first meeting of 2015/16 committee so almost all new members and no official officers yet)

**Discussion of Committee membership policies**

(i.e., how many representatives should we have from each unit?).

All decided to allow more than 3 representatives from each unit, up to 5. Believe the only unit currently lacking a representative is Friday Harbor Labs.

Suggest revising *CoEnv Diversity Committee Structure and Charge* document to:

 - change max # from each unit to 5

 - change “voting” to “suggested voting” for faculty

 - add co-secretaries for two views/voices on meeting minutes

**Review officer duties**

(viewed *CoEnv Diversity Committee Structure and Charge* document on screen with some description by F. Stahr)

**Officer elections**

* Brian Tracey = Chair
* Fritz Stahr = Co-Chair
* Lisa Sanphillippo & Ashley Maloney = Co-Secretaries

**Review member of duties from *Structure & Charge* document**

M. Trudeau: Can a committee member have a renewable term? Wouldn’t this be a good idea for continuity, after all, “diversity is done by the willing”

F. Stahr: Any current member can put their name in again for continuation, just have to be accepted/elected by majority of current committee.

**New issues/activities: suggestions, discussion, & prioritization**

- Goals -

To be more on the radar – make the community more aware of what we do, push efforts to benefit our College.

Question: re: open meetings? Yes, open to all.

Perhaps put out meeting notices to all college to be more open, make everyone aware.

Put agendas online – create Diversity Committee blog available to all – try to make super transparent - write a white-paper re: issues in CoEnv that we’re going to work on – One problem is there’s no collective mission re: diversity in many units, but some do.

- Identification -

K. Funakoshi: To understand format and goal, and keep things transparent…”What are we? How closely integrated is this Committee to the Dean’s office.

B. Tracey: We are the advisory body on all matters of diversity, inclusion, etc. in the College. In the past we discussed policies and events (e.g., Conversations on Defining Diversity). Now we can decide what else we want to do – this is a whole new chapter for the Committee.

R. Rupan: Do we have a budget?

J. Rand: We have input on the issue of resource allocation, although no budget per-se.

B. Tracey: Please email me (Chair) your agenda items to facilitate new topics and directions, want new ideas and actions.

- Mission Statement (part 1) –

Did this committee form a mission statement? Yes (J. Rand pulled up on projector)

F. Stahr: presently is meant to reflect intent of committee – written & edited this summer by team of members (inc. Brian & Fritz) but committee can change if desired

M. Smith: I think this can be improved – don’t understand some parts of it – needs more specifics, like actions we will take.

K. Funakoshi: Perhaps we con consider calling out specific groups, but not limited to racial, sovereign nations, women, LGBTQ, in order to strengthen it from different points of view.

C. Rosevear: Ideally we can get data behind some of these statements – what does it do for the College to add these populations, write concrete statements with specific benefits of diversity in representation and inclusion of those specific populations.

C. Miller: Some language to help directly achieve goals and support mission.

A. Bilotta: If we are going to tweak the mission statement, what is some of the stuff we are going to work on?

- Committee History and Setting up the 1st Annual Meeting -

J. Rand: So far we have organized Defining Diversity Events, assisted with diversity friendly faculty job advertisement guidelines, the lecture and course disability statement, inaugurated the Student Diversity Commitment Award, identified conversations for the Defining Diversity Events, grant writing (including Doris Duke scholars program, an undergraduate summer program to diversity the conservation work force), and was instrumental for brining MESA from engineering to the College.

B. Tracey: The role of the committee has been directed largely from a top down approach, and has been very College-centric to help them progress, and frankly limited allowing very little room for the personal growth of this committee. What we have done has not yet focused on issues coming from our students, faculty, staff. In fact – we want to be here (as the CoEnv Diversity Committee) so people can come to us with issues, essentially create a safe space for this.

S. Drerup: Keep in mind that what we do really supports other regions of the university (they come to us for language etc). So we have a greater impact than just the College.

B. Oxborrow: I am interested in statistics about diversity in our student body. Where is this information? (Should be available from admissions office)

C. Rosevear: Lets have a State of the Union – a presentation as part of out 1st annual meetings. In the future the 1st annual meeting should host the elections and a presentation about our history etc. New members need to know what the committee was working on in prior year(s)

K. Straus: Add goal setting for coming year to that same meeting too.

M. Moskal: It would be useful to compare our diversity situation to other colleges in U.S.

M. Sullivan: Indeed, when bringing in new members, an orientation would be helpful, both historically for us and to compare to other places. Another component of such an orientation could be devoted to setting the tone for sensitive matters. Establish that we have the space and time set aside - a safe space - maybe a teambuilding exercise would be difficult with a group of this size - but do some sort of mindful activity to set the tone for the group so everyone can contribute.

- Mission Statement (part 2) -

B. Tracey: OK. Action Items – it seems like now would be a good time to dissect our mission statement.

M. Moskal: I propose that we move this action to later in the year to avoid burning out on it now. Once we know more about what we want to do, which could include reading up an the wealth of literature available, we can address better. Also, perhaps bring in speakers that can help us understand the strength of diversity.

- Resources List -

A. Maloney: Oceanography grad students are interested in inviting a specialist to speak at a regularly scheduled seminar to provide training (not mandatory – but that's the intent)

C. Rosevear: Lets make a resource list for precisely this (readings/speakers/events/Ted Talks). Something we can maintain – try to get the experts, certainly we even have some at the UW),and then push out to units and future members

- New *Associate Dean of Diversity and Access* position and search -

R. Rupan: Who is choosing the new Associate Dean of Diversity?

F. Stahr: The Dean with help from the Search Committee and this committee.

R.Rupan: Who chose the search committee? How does the selection work?

F. Stahr: Chosen by the Dean, has 8 members including two members of this committee - Mark Warner and Erika Harnett. Mark is official liaison between committees.

M. Trudeau: It will be an open search including public talks for the unique position of faculty member (in a College unit that suits this person best) and as the Assoc. Dean of Diversity for 3 to 5 year term.

J. Rand: Can send out current draft of position description.

R. Rupan: Want our elected Chair (Brian) to be part of that search committee (if willing) to officially represent this committee – want to write to the Dean.

M. Trudeau: That may be helpful since Brian is also a graduate student.

- Deliverables -

K. Funakoshi: When it comes to grappling with issues of diversity, have we advised anyone in need of help? Have we engaged any units?

B. Tracey: Going forward, that is the goal

K. Funakoshi: Can we do it openly, be invitational, and non-threatening?

C. Rosevear: Perhaps we can send social ambassadors to go and meet with people to put a face to our group, to offer assistance, and show our mission.

K. Straus: Something that came up in the Faculty Senate: To ensure that faculty search committees have some training so that they don’t inadvertently just hire people that look like them.

B. Tracey: Yes, training for faculty/staff/administration has come up in another group (Provost’s Advisory Committee for Students and he advocated for cultural competency training for all)– one issue is that faculty might push back if they are mandated to do something

M. Smith: If one of our goals is to educate (which can be added to the mission statement which is currently lacking specific directions) then how do we present it? For instance JISAO has a clear mission statement followed by concrete ways it can be accomplished - not only what we strive to do, but also, what we will do to get there. Suggest same for this committee’s mission statement.

B. Tracey: Perhaps setting priorities for this year will help overcome uncertainty in mission statement

- Wrap-up & Announcements -

E. Harnett: Assoc. Dean of Diversity is unusual position so perhaps this committee can help find the right people within UW to apply

J. Rand: will send draft of ADDA position description

B. Tracey: There will be a ‘Privilege Walk’ to help us in learning ‘how to be an ally’

## J. Rand: Graduate School talk series on diversity continues next quarter - *What's the Difference with "Difference"?* Tue Jan 14th, 5:30-6 Also, *Conversations on Defining Diversity* re: Low Income Students coming up on Nov 17th, please share widely as all are welcome

M. Moskal: request that we add people’s committee memberships relevant to this group to our members list - do we have access to a catalyst site? Yes - Jill sent link to all S. Drerup: will help organize/email vis next meeting

R. Rupan: will contact Dean to request that Brian be added to Search committee

Motion to adjourn accepted unanimously @ ~4:35pm

*Committee officers will create table-tent name-cards for next meeting.*

*Notes from Jill Rand re: Committee’s Catalyst site:*

All should now have access to: [https://catalyst.uw.edu/workspace/coenvaad/25332/](https://catalyst.uw.edu/workspace/coenvaad/25332/%22%20%5Ct%20%22_blank)

There you can find the *CoEnv Diversity Committee Structure & Charge* document, policy drafts, articles on diversity and inclusion, as well as archived meeting minutes.  If you're not able to attend a meeting in person, you are welcome to send comments and suggestions before or after the meeting there.