



**Diversity Committee**

**Record of Decisions**

**Friday, December 15th**

**9:00-10:30**

**771 McDermot Ave R110**

<b>Attendees:</b>	<b>Regrets:</b>
<b>Devi Atukorallaya</b>	<b>Ehiedu Osemiha</b>
<b>Sheri McKinstry</b>	<b>Carla Shapiro</b>
<b>Martha Ainslie (co-chair)</b>	<b>Audrey Richard</b>
<b>Sara Smith</b>	<b>Marcia Anderson</b>
<b>Donna Martin</b>	<b>Marcia Langhan</b>
<b>Sarah Olson</b>	<b>Jackie Gruber (Brian Barth)</b>
<b>Reg Urbanowski (co-chair)</b>	
<b>Lalitha Raman Wilms</b>	
<b>Sarah Depottie (in place of Hanna Kilas)</b>	<b>Record of Decisions</b>
<b>Maribel Abrenica</b>	<b>Liane Allen</b>
<b>Valerie Williams</b>	
<b>Janesca Kydd</b>	

**Record of Decision:**

**1. Action Item :Agenda approval**

- Committee motioned to approve the agenda

**2. Action Item: Minutes approval from October 27<sup>th</sup>, 2017**

- Committee motioned to approve the minutes from 10/27/17

**3. Action Item: Terms of Reference**

- Committee motioned to approve the terms of reference with the knowledge that they are fluid and may be adjusted in the future as needed

**4. Action Item: Review of Data**

- Request from committee that statistical data collected on women employed by U of M be broken down by the roles in which they are employed (clerical or higher level)
- Liane to forward the link for the NIH Diversity to the group in order to review evidence based research in regards to what works best in communicating diversity issues
- New survey coming out in January 2018 in the hopes of encouraging people to self-identify. Some thoughts on how the committee can help with this process;
  - Assist with holding events at each campus to spread the word

- Encourage department heads to assist
- Assist with a hands on approach- walking around with laptops and helping individuals complete the survey

**5. Action Item: Equity Plan**

- Committee to do another work force analysis review in order to include data clarifying where women work within the organization and identify areas of under representation
- 2 committee members to review of data- due by next meeting
- 4 committee members to create structure framework- due by next meeting
- 2 committee members to create letter of commitment for Deans as well as from students- due by next meeting

**6. Action Item: Minutes to Decision of Record/ Posting of Information online**

- Decision made by the committee to have a record of decisions as opposed to minutes created by the support member.
- Committee decided that record of decisions will be posted online and is to be completed within a week of the meeting

**7. Action Item: Next Meeting Topics**

- Next meeting to be scheduled the week of January 22<sup>nd</sup>
- Lit Review presentation
- Next steps for the equity plan