Diversity Committee

Record of Decisions
Friday, December 15th
9:00-10:30
771 McDermot Ave R110

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

Record of Decision:

1. Action Item: Agenda approval
   ○ Committee motioned to approve the agenda

2. Action Item: Minutes approval from October 27th, 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 22nd
   - Lit Review presentation
   - Next steps for the equity plan