Committee on Diversity & Equity
Meeting Minutes: April 8, 2015

Members present: Monica Adya (presiding), Karen Robinson, Alyssa Voboril, Susannah Bartlow, Josh Knox, Kerry Egdorf, William Welburn

Monica called the meeting to order at 9:10 am.

A. Approval of minutes were deferred until May meeting due to lack of quorum

B. Discussion of the Excellence in Diversity & Inclusion Faculty Award: presented by Alyssa
   a. 4 documents were presented to the members for discussion:
      i. Letter to the Interim Provost & President Lovell describing the rationale for the development of the award
         DISCUSSION: grammatical corrections & small edits in the language
      ii. Evaluation Criteria & Rubric to be used by CDE to evaluate nominees & select award winner
         DISCUSSION:
         - Question raised should PT faculty be included (PT clinical faculty possess qualities described in the evaluation criteria)
         - Eliminate secure funding for research & “scholarship published in peer reviewed journal which has community impact;” this example may not be applicable to all faculty
         - It was suggested that the sub-committee revisit the selection process as more quantifiable measures are needed for the rubric
            o Suggested that sub-committee look at national rubrics that are aligned with the goals of this award (e.g. AACU)- Susannah will provide
         - There needs to be a system for checks & balances from Dept. Chairs/ Deans
            o Assuring nominee is in good standing w/in their college/ dept.
         - Current document notes that the candidates that the 8 candidates that received the most nominations be forwarded to the Provost for approval
            o Questions raised & discussion ensued re: the rationale of 8 candidates; is this fairest method (smaller v. larger colleges)
            o Suggested that we have nominees prepare a 5 min present to CDE
   iii. Nomination Form
       DISCUSSION: In addition to grammatical changes, other discuss ensued:
• Who nominates (students only or faculty, department chair/deans)?
• Should PT faculty be included?
• How will we promote the award
  o Suggested housing the award in the University’s Diversity Website- making it a place to house the award information & create a link to the Provost’s site where the actual nomination forms would be housed

iv. Rationale & Memorandum Forms
• Only grammatical changes

Committee commended Alyssa & Jean for the efforts on this project. Alyssa to meet w/ Jean to discuss committee’s recommendations. They will submit revised documents to the committee to review prior to forwarding to the Interim Provost.

C. William explained why the DPS meeting has been moved to July: the DPS agenda is beyond the term of the Interim Provost and will requires more extended meeting

Respectfully Submitted,

Karen Robinson, PhD, RN, CNM
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