

Diversity Council Meeting Minutes  
Thursday August 20, 2015  
Newcomb Hall South Meeting Room

Present: Jasmine Jackson, Rebecca Leonard, Kristin Morgan, Debra White, Meghan Faulkner, Leslie Haughton, Peggy Dame, Aida Baros, Adrien Harraway, Dorothy Gardner, Angelee Godbold, Holly Helberg, Jackie Restrep, Jessica McCauley, Carolyn Dillard, Bob Diamond, Tonia Duncan-Rivers, Michelle Sawwan, Maria Chee, Jennifer Harmon, Donna Kauffman, Marcus Martin, Leslie Walker, Sheila Crane, Jon Bowen, Sheri Winston, Adettra Thomas, Andrea Iglesias and Gail Prince-Davis

I. Introductions

II. Review of May 21, minutes. Minutes were reviewed with revisions. Gail will update.

III. Diversity Recruitment Efforts – Holly Heilberg, Learning & Development Specialist, Angelee Godbold, Senior Human Resources Consultant and Donna Kauffman, Recruitment Manager

Holly explained that her job is to provide resources for employees to find their unique skills, abilities, and passions. HR implements three strategies for career development: engagement, progression, and transition. Their philosophy is that the employee is responsible for his/her own career development. The Center for Leadership Excellence provides career development resources including pay scale information, job family information, and classes on resume writing, etc.

Donna commented on suggestions that were made to her at last May's Diversity Council meeting. Other opportunities include job sharing, which allows for cross-training, internal opportunities within units, and Lead@ training. They are looking into adding a job list that is circulated through UVA Today. It was suggested that an HR Diversity Committee could be established to advance upper level administration diversity at the University. It was also suggested that HR should work with the Black Faculty Staff Employee Resource Group. Adettra is working on a brochure for the BFS-ERG and will work with HR to include it in new employee orientation.

The dual career hire program is not available for University staff. HR typically pays the market price in private industry when hiring. Donna requested that members of the Diversity Council help her to identify school and department listservs or racial/ethnic organization listservs so that HR can communicate job opportunities to those individual groups. Marcus suggested that HR should build a presence at the Jefferson School, and forward resources to *Adelante* to advertise new openings. Donna met with the Veteran Resource Group. She needs to now meet with hiring officials to get the message out about hiring veterans. Maria suggested relaying information about degree programs at the School of Continuing and Professional studies to the Veteran Resource Group. Angelee reached out to Fraternity and Sorority Life to encourage multicultural fraternities to work at the University after graduation.

University Academic employees consist of 12% female minorities, 11% male minorities and 77% non-minorities. Adettra requested a breakdown of salary based on minority status.

In terms of retention, if new minorities come in without a mentor, they are less likely to stay at the University. In nursing, each new nurse is paired with a buddy to give them information about the social aspects of the organization. Gail suggested assigning the HR person in each department the task of giving info about mentoring. Perhaps a database could be created in which people who are willing to mentor can give their contact information and new employees can contact individuals whose career path aligns with his/her career goals. It was mentioned that Rachel Spraker had suggested in the past that HR could send an email out once a year with contact information for each ERG.

The School of Nursing Healthy Workplace Committee could be used as a model for other departments. Bob Diamond suggested that job announcements could be sent to students with disabilities.

#### IV. Diversity Needs Assessment Process for Student Affairs Units – Michelle Sawwan, Program Coordinator for Multicultural Student Services

Michelle announced that she recently attended the NCORE Conference and participated in sessions on diversity assessments. Since attending the conference, she has done research on campus climate surveys on diversity at other institutions as well as researching recurring diversity issues at UVA. She has also looked at UVA assessment data since 1987. She requested that members of the Diversity Council who are familiar with other past assessments to please contact her. A new assessment could be used as a needs assessment for student affairs in addition to being applicable to other university units. Is there a centralized place for information about diversity surveys at UVA?

Michelle hopes to collaborate with members of the Diversity Council and others to create a new diversity survey. The survey could be sent to faculty, staff and students. Data from the surveys, including apparent gaps in services could be used for justification in hiring more staff to support diverse members of the UVA community.

Rebecca suggested that various units within the Dean of Students should meet regularly as they did in the past. At McIntire, they were able to compare academic success of students from low-socioeconomic backgrounds to other students by using multiple sources of student demographic data.

Jessica commented that it is important to have input from people of various backgrounds when developing survey questions in order to get a full picture of a students' experience. This may include eliciting qualitative data through focus groups, etc. Perhaps we should ask students what they wish the administration knew about their experience at UVA. Rebecca suggested that outside facilitators should conduct

focus groups rather than internal staff, so that everyone feels comfortable sharing openly. Marcus suggested reviewing data from the Access Communications Task Force as a resource of past diversity data.

V. Diversity Dialogues: Kristin Morgan, Director, University & Community Relations and Development and Andrea Iglesias, Assistant Director for Outreach and Liaison Programming

Andrea and Kristin shared that the Diversity Dialogues event on Nov 5 and 6, 2015 will be a way to connect the dots between various diversity trainings/initiatives already being conducted on Grounds and to increase visibility of these efforts. The event will include an implicit attitudes and biases workshop taught by Andrea and her colleague from University of Colorado Boulder. The two-day event will serve as a model that helps bring together all the work that is being done around diversity at the University. Other workshops include safe space training, disability ally training, survivor support network training, and Shraddha, Tabitha and John's multicultural fluency workshop.

Kristin and Andrea are looking for suggestions on how to encourage others to participate, especially those who might not voluntarily attend. HR is looking into creating a certificate that employees can earn by participating in various diversity workshops. Jasmine suggested reaching out to her cohort of student affairs graduate students to engage them. It was suggested that when we communicate with the community about the event, we should stress that employees could be more effective if they feel that their colleagues are more aware of diversity issues and that teams will perform better. It was also suggested that unique language should be drafted to attract particular units within the University. Andrea added that they are considering including a diversity showcase to increase visibility around various diversity-related work at the University.

VI. Potential DC projects for 2015-2016 –Marcus Martin, VP and Chief Officer for Diversity and Equity

a. Develop University wide Diversity Survey

Marcus provided sample diversity-related questions that have been used in the past for staff, faculty, and student surveys. These questions can be used as a starting point as we draft survey questions throughout the year.

b. Develop University wide Diversity Resource link (ie programs, training, dialogue, meetings, calendars)

Meeting adjourned at 11:00.