University of South Florida St. Petersburg
Digital USFSP

Chancellor’s Advisory Council on Issues of Diversity and Inclusive Community

Office of the Regional Chancellor

9-21-2018

Meeting minutes : 2018 : 09 : 21


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Welcome / Intros
- Attendees offered self-introductions

Purpose of Committee
- Attendees reviewed committee charter at https://www.usfsp.edu/diversity-and-inclusion/mission-and-charge/ and discussed necessary updates:
  - The committee is not currently adhered to group composition as reflected online (i.e. no students currently on committee)
  - Attendees discussed student representation and will explore opportunities with student government
    - Alternate recommendation: Collaborate with the Office of Multicultural Affairs for potential student leadership/committee inclusion
  - Need to adjust some elements: no longer an A&P Council
  - Committee feels that the chair position should not need to be an appointment – The role of chair of this committee should default to Chief Diversity Officer

Other thoughts/recommendations:
- Maintain: One faculty member from each college and one from library
- Need to determine who the official members are: i.e. is there a formal chancellor appointment?
- Website does not reflect that committee also includes community representative
- Consider term length for student appointment
  - Committee recommends 2 years
- Committee needs to refine purpose and charge – but does not need a different committee composition
- If student representative is not a member of student government, committee recommends that SG president attends the first meeting of every year to understand committee charge & be prepared to offer support related to student matters
- Rolling structure (if any) should include at least 3-year terms
- If an appointed member wishes to step down, that member should appoint new member
- Tenured faculty are important voices on this committee
- Different lengths of service to USFSP among committee representatives is advantageous

Definitions / Meanings
- Diversity & Inclusion Plan Glossary of Terms
  - There are no reference points for terms utilized in plan – need to know what source was consulted for terms & definitions being used
    - Census Bureau definition of minority: Anyone who is not single race white and not Hispanic
Committee proposes considering removal of the term minority – does not clarify and term can be seen as offensive to many
Consider “committee adoption” as official source for definitions

- Diversity Postdoc Initiative - review and revise listing
  - Background: post-doc search last year failed – funds were carried over to current year
  - Current search:
    - (3) candidates selected
    - (2) officially interviewed (candidate A and candidate B)
  - CADIC unanimously supported and recommended candidate A for hiring
    - employment invitation has been extended A, but not yet accepted
    - Request was submitted to move forward with candidate B pending result of candidate A offer
      - Committee discussed and ultimately supports extension to candidate B
  - Committee reviewed elements of post-doc initiative related to clarifying the goal of program:
    - Programs original intent was to increase racial/ethnic diversity as traditional modes of hiring have not successfully increased diversity profile of institution
    - Post-doc initiative charter needs to be refined to:
      - better articulate program goal
      - specifically define which racial/ethnic groups are sought
      - provide reference points for terms/classifications
      - Increase awareness and understanding among USFSP faculty & staff
    - Program nuance was discussed in that some areas of study will have limited candidates that fit diversity profiles
  - Continuing the post-doc initiative:
    - Program future was discussed:
      - Program was initially established using non-recurring funds
      - Leadership is currently reviewing funds to determine if recurring funds can be established to continue program
      - Funding this program is considered high-priority given pre-eminence, but consolidation efforts may impact structure

- Emerging Scholars Program:
  - An update was provided related to the Emerging Scholars Program – a financial award program awarded to invited students from Pinellas County Schools with outstanding leadership potential students:
    - Currently have 3 students on program
    - Current students are being paired with mentor on campus as part of award agreement
      - Mentor aspect of program needs to be further developed
    - 4th student anticipated to start in spring (paperwork pending)
  - Committee is asked to participate in review of award language: Committee chair will circulate award letter for review and request for feedback on terms that need to be better defined
Committee discussed purpose of scholarship and agreed it is meant to increase racial/ethnic profile of students, while attracting students with high probability to succeed under mentor aspect of program.

Committee recommends collaborating with the Compass team where appropriate to support emerging scholar students.

Dr. Martin Luther King Jr Endowment Fund - call for ideas

Committee was provided with an update on an opportunity to support committee charge through an endowment fund gifted to USFSP by the City of St. Pete.

- $1,000 annual allotment
- Due to lack of fund usage in recent years, the committee currently has up to $10,000 that may be used this year
- $ is not classified for scholarship – rather needs to be used for programming, events, etc around an MLK theme

**ACTION ITEM:** Committee members are asked to think of creative ideas to utilize funds that will serve committee goals.

Committee recommends making this endowment fund one that can be specifically allocated for gifts made to the university.

Implementing the Diversity and Inclusion Action Plan - ideas/actions

The committee was asked to start thinking of ways to begin implementation of the formally adopted Diversity & Inclusion Action Plan.

- Board and community members have inquired about progress

Committee discussed related baseline data & continuing data needs:

- Management data should be split, not lumped together
- Data should be broken down by:
  - College
  - Programs within the college
- 1 person = 1 count (do not count someone in two categories)
- Committee discussed different ways to classify staff and agrees job code would be most effective data classification
- Student data needs include:
  - How many students admitted/accepted/attended
  - Retention data
  - Broken down by:
    - Race
    - Male/female
    - Freshman/Sophomore or Junior/senior
    - Per program
    - FTIC vs. transfer
    - UG/Grad
- Discussions prompted voicing of future concern: need to maintain campus specific data post-consolidation
  - Home campus code needs to added into data so that student data can be tracked
- Data systems needs to be built to continuously support data needs related to diversity plan.
• Campus Climate Survey – discussion
  o Executing a Campus Climate Survey is under discussion by campus leadership
    ▪ Concept recommended by the first cohort of the Study Circles on Race and Bias
    ▪ Concept was raised during a BOT discussion
    ▪ Considering audience – i.e. student only
    ▪ The committee voiced concern as to whether we have mechanisms/resources to address issues identified in a climate survey
    ▪ Committee recommended focus groups as an alternative to a full survey
    ▪ Committee discussed importance of framing a survey if done – do not frame as campus climate survey, but rather frame as an organizational effectiveness review
    ▪ **ACTION ITEM:** Committee to submit formal thoughts on a climate survey to be filed for university cabinet review and consideration

• Other Items
  o Committee expressed concern that the composition of university photos are not representative of diversity & inclusion