# 2014-2015 Year-End Committee Report Form

**Committee:** Faculty Diversity Committee

<table>
<thead>
<tr>
<th>Chair:</th>
<th>Chair-Elect for 2015-2016:</th>
</tr>
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<tbody>
<tr>
<td>Van Ta Park</td>
<td>Van Ta Park, 924-2988, <a href="mailto:van.ta@sjsu.edu">van.ta@sjsu.edu</a></td>
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</table>

**Number of Meeting held:** 7 (February meeting was cancelled due to many members reporting that they could not attend)

(Please include phone/zip/email if available)

## Items of Business Completed 2014/2015

1. The committee served as reviewers for the Campus Diversity Speaker Series.
2. Chair (Van Ta Park) served as a reviewer for the Weir-Galm applications.
3. Met with Stacy Gleixner and provided feedback on various campus diversity initiatives.
4. Organized and hosted the 7th Annual Spring Fling for the probationary faculty. Also invited and included various campus faculty organizations focused on diversity.
5. Revised the system of document sharing (google drive).
6. Each member rotates responsibility to take the minutes.

## Unfinished Business Items from 2014/2015

1. Need to rename the annual Spring Fling event since we voted to move it to the fall semester so probationary faculty can meet earlier in the academic year and network, etc.
2. Continue to discuss/finalize ideas on how to address faculty diversity issues on campus.

## New Business Items for 2015/2016

1. Moved the 8th Annual Spring Fling to the fall.
2. Need to elect a Chair for 2016-17.
3. Explore the committee's proposed ideas on how to address faculty diversity issues on campus (i.e. buddy system within each college; recognizing research on diversity through article award).

*Please return to the Office of the Academic Senate (ADM 176/0024) by July 6, 2015.*
I. Introductions

II. FYI, the FDC Chair, Van Ta Park, will be on maternity leave in the beginning of the semester. Meg Virick, former FDC Chair and member has graciously volunteered to Chair to FDC for the first two meetings.

III. We will rotate responsibility for meeting minutes. Question: Does the committee want to use dropbox or google drive to save the agendas and minutes (the latter, everyone has access to via sjsu email)?

IV. What is the Faculty Diversity Committee?

   a. Faculty Diversity Committee (reports to the Professional Standards Committee\(^1\)), [http://www.sjsu.edu senate/docs/comdescriptions.pdf](http://www.sjsu.edu senate/docs/comdescriptions.pdf) – “The Faculty Diversity Committee promotes diversity through appropriate recruitment and retention strategies. It also conducts periodic forums and other activities directed at increased recruitment and retention of diverse faculty. It reviews effectiveness

\(^1\) Professional Standards Committee -- Responsible for all areas pertaining to faculty affairs and professional standards.
of such activities and may recommend appropriate strategies and policies.”

b. Perspective from former FDC Chair, Meg Virick

c. Perspectives from returning FDC members

V. Past/Present/Future FDC activities

a. Spring Fling – Thursday, May 14, 2015, MLK 225, 10am
b. Met with key university stakeholders and invited them to the spring fling

c. Faculty survey
d. Diversity speaker series? Funding (Elna)?
e. Other ideas?

VI. Policy for being absent from meetings- If you are aware that you will be absent from a meeting ahead of time, please notify the Chair. Please either participate via phone or send another College representative.

VII. Future meetings- Fridays @ 11am-12:30pm

A. 10/3/14, BT 550
B. 11/7/14 (Van will return from leave), Washington Square Hall, 2nd floor, Social Work conference room
C. 12/5/14, WSH 2nd floor, Social Work conference room
D. 2/6/15, WSH 2nd floor, Social Work conference room
E. 3/6/15, WSH 2nd floor, Social Work conference room
F. 4/3/15, MQH, 438A (Dean’s conference room)
G. 5/1/15, MQH, 438A (Dean’s conference room)

VIII. Open

IX. Future meetings- First Fridays @ 11am-12:30pm of each month!

a. 9/5
b. 10/3
c. 11/7
d. 12/5
Faculty Diversity Committee

September 5, 1014 Meeting – Minutes

Members Attending:

- Meg Virick
- Alaka Rao
- Elna Green
- Pei-Tzu Tsai
- Laura Sullivan-Green
- Teresa Slobuski
- Scott Sublett
- Magdelena Barerra

Action Items:

1. Elna Green offered to take minutes for meetings if the member that is scheduled to take the minutes is sick.
2. Elna suggested that the chair should send the minutes of the meeting to Kenneth Peter in Political Science since he is the Chair of the Professional Standards Committee.
3. Meg Virick offered to send the junior faculty survey data to Theresa. Theresa offered to take the lead on analyzing the survey data.
4. Elna offered to get a status update on the Affirmative Action report before Julie Pasant is brought in to discuss the HR process involved in collecting the Affirmative Action data.
5. All members of the committee will bring in ideas for the Speaker Series on campus.
6. All members of the committee will bring in a list of organizations on campus that junior faculty can contact in order to get further involved. Many of these organizations were contacted by committee members last Spring for the Spring Fling event. Then, the committee will draft an email to send to TT faculty listing these organizations and their contact information.
I. Approve 9/5/14 minutes

II. Does the committee want to use dropbox or google drive to save the agendas and minutes (the latter, everyone has access to via sjsu email)?

III. Confidentiality agreement, Affirmative Action Plan data- ELNA

IV. Junior faculty survey data- MEG & THERESA

V. Ideas for Speaker Series on campus- ALL COMMITTEE MEMBERS

VI. List of organizations on campus that junior faculty can contact in order to get further involved- ALL COMMITTEE MEMBERS

VII. Future meetings- Fridays @ 11am-12:30pm

A. 11/7/14 (Van will return from leave), Washington Square Hall, 2nd floor, Social Work conference room
B. 12/5/14, WSH 2nd floor, Social Work conference room
C. 2/6/15, WSH 2nd floor, Social Work conference room
D. 3/6/15, WSH 2nd floor, Social Work conference room
E. 4/3/15, MQH, 438A (Dean's conference room)
F. 5/1/15, MQH, 438A (Dean's conference room)

VIII. Open

IX. Adjourn
Faculty Diversity Committee

October 3, 2014 Meeting – Minutes

Members Attending:

- Meg Virick
- Elna Green
- Pei-Tzu Tsai
- Laura Sullivan-Green
- Teresa Slobuski
- Scott Sublett
- Gilles Muller
- Aditya Mairal

Action Items:

1. 9/5/14 minutes: Approved, with a spelling correction for “Teresa”.
2. Google drive: Members agree to use google drive to save agendas and minutes; Meg/Van will make arrangements accordingly.
3. Affirmative Action Plan report: Elna will send the confidentiality agreement form to members who did not receive it, and will send the report to members who already signed the agreement.
4. Junior faculty survey data: Meg will send the data to Teresa.
5. Campus diversity speaker series: All members will research potential topics and speakers that could draw broad interest from the campus community; FDC will collectively nominate the speaker(s).
6. Campus organizations related to faculty diversity: Teresa/Laura will send Scott information about the Christian Fellowship, and Scott will add it to the list; FDC will draft email with the updated list of organizations and send it to TT faculty; FDC will reach out to the organizations later on about Spring Fling.
7. Spring Fling publicity: FDC will think about sending Spring Fling info/photos to student newspaper.
8. Campus Climate survey (faculty portion): Meg will send members a link to the survey questions; all members will review and provide feedback on the questions.
9. Minutes taking on 11/7/14: Any member who will be able to swap dates and take minutes on 11/7 should contact Laura, as she will be absent that day.
Academic Senate, Faculty Diversity Committee
Agenda
November 7, 2014
11:00am – 12:30pm, Room: YUH 243

<table>
<thead>
<tr>
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<td>42450</td>
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<tr>
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<td>42988</td>
<td>Applied Sciences and the Arts</td>
<td>2016</td>
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<td>Laura Sullivan-Green</td>
<td>43906</td>
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<tr>
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<td>46244</td>
<td>AS Director of Campus Climate Affairs</td>
<td>2015</td>
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I. Approve 10/3/14 minutes.

II. Elna will take today's meetings. Thank you Elna!

III. Google drive- all FDC documents are on google drive.

IV. Stacy H. Gleixner, PhD, Interim Chief of Staff, Office of the President
   a. President's Commission on Diversity (PCD) - working on making
      sure all of the Diversity Master Plan (DMP) items are addressed in
      some format.
   b. Diversity Scholars Community

V. Affirmative Action Plan data
   a. Confidentiality agreement- ELNA
   b. Next steps with the data- ALL COMMITTEE MEMBERS

VI. Junior faculty survey data- TERESA

VII. Diversity Speaker Series review of nominations- ELNA
VIII. Spring Fling- Thursday, May 14, 2015, MLK 225, 10am

   a. Intended audience- should we keep it for tenure-track faculty or open to others?
   b. Add a theme/topic/additional objective?
   c. Solicit donations from bookstore, coffee shops and other vendors for give aways
   d. Entertainment
   e. Publicity- photos to student newspaper?

IX. Campus Climate Survey- FDC members' feedback on questions to Meg Virick

X. Future meetings- Fridays @ 11am-12:30pm, Room: YUH 243

   A. 12/5/14
   B. 2/6/15
   C. 3/6/15
   D. 4/3/15
   E. 5/1/15

XI. Open

XII. Adjourn
Faculty Diversity Committee meeting, minutes for November 7, 2014

Members Present: Van Ta Park (Chair), Elna Green, Pei-Tzu Tsai, Scott Sublett, Gilles Muller, Aditya (Adi) Mairal, Alaka Rao, Magdalena Barrera

Members Absent: Laura Sullivan-Green, Teresa Slobuski

Minutes for October 3, 2014 were unanimously approved.

Cole Niblett, AS Director of Faculty Affairs, has resigned.

Stacy Gleixner, Interim Chief of Staff to the President, was our guest. The President’s Commission on Diversity has been reviewing the Diversity Master Plan to determine the current status of the various components of the Plan. (Which parts may have been successfully institutionalized, which parts may have been neglected, etc.)

The process whereby faculty caucus groups petition for recognition needs a home. President’s Commission suggests that the Faculty Diversity Committee would be an appropriate group to review applications for recognition. Details about previous review process are unclear. Would not be labor intensive for the Committee, since few such caucus groups would be forming each year. Stacy will look for documents from earlier years to see how these have been handled.

Stacy also described a plan for a Diversity Scholars Community, a group of scholars working on issues of diversity. Plans are for small group events, celebrations, and more. Possibilities include joint poster sessions, awards program.

Suggestion made that the FDC could serve as an awards committee, and awards could be announced at Spring Fling.

Question of how to support the existing caucus groups. What can the FDC do to support them? We need to ask the groups what they would like to do to support them.

These discussions will continue.

Submitted by Elna Green

Revised by Van Ta Park, 11-25-14
Academic Senate, Faculty Diversity Committee
Agenda
December 5, 2014
11:00am – 12:30pm, Room: YUH 243

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I. Approve 11/7/14 minutes.

II. Diversity Speaker Series review of nominations- ELNA

III. Future meetings- First Fridays @ 11am-12:30pm, Room: YUH 243

   A. 2/6/15
   B. 3/6/15
   C. 4/3/15
   D. 5/1/15

IV. Open

V. Adjourn
Faculty Diversity Committee

December 5th, 2014 Meeting Minutes

Members in Attendance:
Elna Green
Van Ta
Alaka Rao
Pei-Tzu Tsai
Laura Sullivan-Green
Gilles Muller
Magdalena Barerra
Teresa Slobuski

Action Items:

1. Diversity Speaker Series: Elna will follow up with the top speakers decided by committee. Top choices were decided by looking at each committee member's choice for top 3 and only looking at speakers who were in at least 2 top 3's. Since the proposed budgets are not confirmed, Elna will work from the top of the list below to see how many speakers we could have this spring. Some could be for the fall.
   a. Marachi: Rick Phillips and Becki Cohn-Vargas
   b. Burciaga: Samuel D. Museus
   c. Bellofiore: Naomi C. Chesler
   d. Nathan-Roberts: W. Ethan Eagle and Jim Kleiber

2. Spring Fling: Need to start thinking about if we want to keep the same format or change it. Everyone asked to reflect for our next meeting.

3. Proposed Office of Diversity: The diversity commission will be proposing a new Office of Diversity. Diversity officer will be member of president's cabinet. office would work with existing campus groups, such as FDC.
I. Spring Fling
   a. Scheduled on Study Day. Thursday, May 14th at MLK 225! ☺
   b. Time of event- 12-1:30?
   c. Assign/follow-up with roles and responsibilities
      i. Bookstore Donations- Van sent an email on 2/4/15
         1. Assembling the gifts/give-aways- Laura, Van, other
donatees?
      ii. Securing other donations for faculty give aways- Pei-Tzu,
          volunteers?
      iii. Room set-up including tech and tables- Teresa
      iv. Flyer- volunteer?
      v. Email TT faculty to save the date- Elna
      vi. Email College TT faculty to RSVP by (deadline?)- ALL
           1. Need college TT faculty email list – Elna
           2. Point person for RSVPs- Van
      vii. Food
           1. Donation from Provost, $1,500 – Thanks Elna!
           2. Get catering- Elna, Teresa, volunteers?
      viii. Entertainment - volunteers?
      ix. Photography – Magdalena. Also, what happened to our
          photos from last year’s event?
x. Need to assign FDC member to contact individual organizations to participate/present
   1. Chicano Latino Faculty Staff Association- Teresa
   2. Untenured Faculty Association- Alaka
   3. African American Faculty and Staff Association- Scott
   4. Asian Pacific Islander Caucus- Scott
   5. Lesbian, Gay, Bisexual, Transgendered Faculty and Staff Association- Scott
   6. SJSU Faculty Staff Christian Fellowship- Teresa
   7. Student groups

xi. Get our banner, and left over gifts from Elna

xii. Ice-cream- Gilles

xiii. Set-up crew (need at least 5 members)- Van, Elna (or clean-up), Teresa, Laura, Magdalena, Alaka, volunteers?

xiv. Clean up crew (need at least 5 members)- Van, Gilles, Scott, Teresa (if needed), volunteers?

II. Future meetings- First Fridays @ 11am-12:30pm, Room: YUH 243

   A. 4/3/15
   B. 5/1/15

III. Open

IV. Adjourn
Faculty Diversity Committee

March 6, 2015 Meeting – Minutes

Members Attending:

- Elna Green
- Van Ta (Park), Chair
- Alaka Rao
- Pei-Tzu Tsai
- Laura Sullivan-Green
- Teresa Slobuski
- Scott Sublett
- Gilles Muller
- Magdalena Barrera
- Aditya Mairal

Action Items:

1. **Spring Fling, Thursday, May 1 in MLK 225 12:00 – 1:30 PM** (Reserved room: 10 am – 3:00 PM with set-up at 11:00 AM).

2. **Room set-up at 11:00 AM**: Teresa will look into it for tech and tables needed. It was proposed to use a Q&A type set-up (microphone needed). **Set-up crew** consists of Van, Teresa, Laura, Magdalena, and Alaka, whereas **Clean-up crew** comprises Elna, Van, Gilles, and Scott.

3. **Event Schedule**: Start at 12:30 pm with a few minutes before announcement of the panelists present. Remind in advance to each organization a 5-minute limit time.

4. **Bookstore proposed raffle items** this time: Van will follow up with Bookstore.

5. Elna: bring **left over items, gifcards, and banner** from previous Spring Fling at next meeting (04/03/15) and the FDC will assemble them.

6. Pei-Tzu to look into **securing give away items** from Spartan Shop and/or off campus shops (e.g. coffee shop...).

7. Elna: work with Elna’s Student Assistant to **prepare Spring Fling flyer** and get the flyer template for future events. **Title**: Spring Fling Celebrates Diversity (Add ice-cream and Bailey’s ice-cream on the flyer if allowed).

8. Elna: look into having **information from DPC on the Diversity webpage**.

9. **Save the Date announcement**: Van will provide template used in the past to FDC members after Elna provides TT faculty e-mail list to FDC members to contact TT faculty in each College.

10. **Point person for RSVPs** is Van and the **requested RVSP date is Friday, May 8, 2015**.

11. **Catering**: Van will look into it to use **Cafe Pomegranate if possible**. Elna will provide the contact person on campus to Van to discuss the use of an outside catering service (campus procedure has changed and additional paperwork maybe required if allowed). If not possible, Spartan catering will be used.
12. **Invitation to Campus organizations related to faculty diversity:** Teresa (Chicano Latino Faculty Staff Association and SJSU Faculty Staff Christian Fellowship), Alaka (Untenured Faculty Association), and Scott (African American Faculty and Staff Association, Asian Pacific Islander Caucus, and Lesbian, Gay, Bisexual, Transgendered Faculty and Staff Association).

13. **Eina will send an invitation to Provost Andy Feinstein and Chief of Staff to the President Stacy Gleixner.**

14. **Elan will send an invitation to awarded faculty for the call regarding the Diversity Speaker's Series and Weir-Galm.**

15. **Entertainment:** Pandora (Van).

16. **Photography:** Magdalena will contact the university photographer (Bob Bain) to see if he can do the photography. Eina’s Student Assistant will be the back-up.

17. **Ice cream:** Gilles in charge.

18. **Van will notify FDC members for location of meeting room for 04/03/15 and 05/01/15.**
I. Stacy Gleixner, Chief of Staff - update on the activities of the President's Commission on Diversity

II. Campus Climate Survey

III. Spring Fling
   a. Scheduled on Study Day, Thursday, May 14th at MLK 225, 12-1:30pm! 🌟
   b. Updates?
      i. Bookstore Donations- Van sent an email on 2/4/15
      ii. Assembling the gifts/give-aways- Laura, FDC members
      iii. Securing other donations for faculty give aways- Pei-Tzu
      iv. Flyer- Elna
      v. Email TT faculty to save the date- Elna
      vi. Email College TT faculty to RSVP by May 8th - ALL
         1. Need college TT faculty email list – Elna
         2. Point person for RSVPs- Van
      vii. Get catering- Elna, Teresa
      viii. Photography – Magdalena
      ix. Invitation to organizations to participate/present
         1. Chicano Latino Faculty Staff Association- Teresa
         2. Untenured Faculty Association- Alaka
3. African American Faculty and Staff Association- Scott  
4. Asian Pacific Islander Caucus- Scott  
5. Lesbian, Gay, Bisexual, Transgendered Faculty and Staff Association- Scott  
6. SJSU Faculty Staff Christian Fellowship- Teresa  
7. Student groups  
   x. Get our banner, and left over gifts from Elna  
   xi. Bailey's Ice-cream? - Gilles  

IV. Future meetings- First Fridays @ 11am-12:30pm, Room: MQH 438A  
   A. 5/1/15  

V. Open  

VI. Adjourn
Faculty Diversity Committee  
Meeting Minutes  
April 3, 2015  

In attendance:  
Elna Green  
Pei-Tzu Tsai  
Laura Sullivan-Green  
Teresa Slobuski  
Scott Sublett  
Magdalena Barrera  
Aditiya Mairal  

Action Items  
1. March minutes approved  
2. Spring Fling tasks  
   A. Van following up with bookstore manager  
   B. Elna working on flyer, sending save-the-date  
   C. Catering: Elna and Van following up with Café Pomegranate  
      i. Expecting ~70 – 75 people  
   D. Photography: Magdalena  
   E. Invitations to organizations:  
      i. Teresa to follow up with CLFSA and Christian Fellowship  
      ii. Alaka to give update on UFA  
      iii. Aditiya to invite some student groups  
   F. We will not have Bailey’s ice cream  
   G. Van to create template invitation that will distinguish our event from the Diversity Champions Awards Luncheon in MLK 225 the day before  
   H. Elna to check with Meg Virick to find out how many years the Spring Fling has taken place  
3. Future discussions:  
   A. Moving Spring Fling to Fall: come prepared to discuss and vote at our next meeting  
   B. Possibly buddy system within each college  
   C. Recognizing research on diversity through article award  

Next Meeting  
May 1, 2015 in MQH
Minutes approved unanimously

Arranging and assembling gifts – gift card balance check

First 18 guests not including panel members and FDC members get gift cards

Elna – catering from café pomegranate #75 discussions to reduce to 50 quantities

Discussions to move to Spring fling to Fall fling around Halloween time

Logistics
motion to 1) move fling to fall 2015 – preferably late October /early November

2) mirror arrangements made in spring 2015
moved by Scott Sublet
seconded by Teresa Slobuski

Voted yes by members present

Action item proposed for the next time: think of a name for the event “Diversity Social”, “Fall Friendship”

CECE flyer (Culturally Engaging Campus Environments)