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**Office of the Provost**

Andrew Hale Feinstein, Ph.D.  
Provost & Vice President  
for Academic Affairs

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One Washington Square  
San José, California 95192-0020  
Voice: 408-924-2400  
FAX: 408-924-2410  
E-mail: provost@sjsu.edu

www.sjsu.edu

**Attendees:** Andy Feinstein, Renee Barnett Terry, Debra Griffith, Lydia Ortega, Julie Paisant, Itza Sanchez, Hyon Chu Yi-Baker, Meg Virck

During the meeting, Task Force recommendations were discussed. Originally, there were 52 recommendations which have since been consolidated to 22 action items. The Commission is responsible for carrying out action items 1, 2, 3 & 22, stated in the action plan table (attached). It was decided that five major items need to be completed by the group (Deadlines are provided in the plan):

1. **Forums (Itza Sanchez):** Begin identifying a date and venue for the fall forum. Itza mentioned having this forum during Legacy week (October). We should be sure to send an invite to the entire campus for this forum. Any ideas of speakers are welcome. During the forum, the action plan will need to be discussed and updates provided to all those that attend the forum. Cabinet and deans should be in attendance.
2. **Campus Climate Survey (Meg Virick & Lydia Ortega):** There needs to be a survey created for the entire campus community. Melanie has information in regards to national surveys and those discussed during the Campus Climate Committee meetings. She will be sending those to Meg to look over. We may want to reach out to Susan Murray as well to see how the survey worked for the campus the last time we had one. There needs to be an action plan created and a timeline established as to when this will roll out.
3. **Review Master Plan (Lydia Ortega):** Lydia will review the Master Plan and speak with Rona to get an idea if new recommendations were added to the master plan as Judge Cordell had requested. We would also like to invite Rona to the next meeting to discuss any information she may have.

4. **Composition of the Commission** (Hyon Chu Yi-Baker): Andy has requested that the current make-up of the commission be reviewed (the charge). Melanie will be providing this information to Hyon Chu as well as the current roster. It needs to be determined whose term may be coming to an end and which students we would like to serve on the commission for this semester. We also need a plan to include additional members **Andrew Hsu, would you be interested in assisting in this task with Hyon Chu? Andy thought it may be a good idea that the both of you work on this.**
  
5. **Best Practices** (Julie Paisant & Debra Griffith): Julie & Debra will begin gathering information on best practices on diversity engagement and inclusive excellence including investigating other universities and how things may work for them. They will also look at the framework for gathering feedback from our campus community.

The Commission will be meeting in the beginning of August to review progress. Other members are asked to select a task to participate in. Please let Melanie know.