



MEETING MINUTES

November 17, 2014

Office of the Provost

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

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Attendees: Andy Feinstein, Renee Barnett Terry, Stacy Glexiner, Astrid Davis, Mary Okin, Aditya Mairal, Veronica Hand, Lydia Ortega, Julie Paisant, Debra Griffith, Lynda Heiden, Meg Virick, Hyon Chu Yi-Baker, Aaron Miller

Brief discussion on recent campus incident/rally and resignations

Updates on the action items:

1. **Best Practices** (Julie Paisant & Debra Griffith): The entire meeting focused on the best practices and having a Chief Diversity Officer. The majority of the group decided they preferred the name of the office to be "Office of Diversity & Inclusive Excellence". Some would like to have Title IX added as recommended by Julie and Debra, "Office of Diversity, Inclusive Excellence & Title IX".

It was decided that the first wave of hires for this office would focus on the three positions: Chief Diversity Officer, Administrative Support and the Title IX Officer. Once the office is established, the CDO can move forward on the appropriate organization structure and positions that will occupy this office.

The discussion moved to the expectations that the group may recommend for the Chief Diversity Officer. The one point that was mentioned was they must do strategic planning and work with the campus to create a mission statement and other related work.

A one-page preliminary recommendation on the office will need to be vetted on the campus to the Council of Deans, UCCD and Academic Senate for their feedback. Once all of this is incorporated the recommendations can then be presented to the President for final decisions.

2. **Next Steps for the Group:** Work on the one-page preliminary recommendation. Julie & Debra will get CDO job descriptions from other campuses to the group.

Next Meetings:

Monday, December 1st from 10 to 11:30am located in ADM 250

Monday, December 15th from 10 to 11:30am located in ADM 250