

## 2016-2017 Year-End Committee Report Form

**Committee:** Faculty Diversity Committee

**Chairs:** Valerie Mendoza,  
Pei-Tzu Tsai

**Chair-Elect for 2017-2018:**

Emily Chan (408-808-2044; 0028;  
[emily.chan@sjsu.edu](mailto:emily.chan@sjsu.edu))

Elizabeth Gross (408-924-5119; 0103;  
[elizabeth.gross@sjsu.edu](mailto:elizabeth.gross@sjsu.edu))

**Number of Meeting held:** 7

(Please include phone/zip/email if available)

### Items of Business Completed 2016/2017

1. Planned and completed a Fall Speaker Event:  
“Presumed Incompetent: Race, Gender, and Class in Academia” Dr.Gabriella Gutiérrez y Muhs on 10/27/2016
2. Planned a follow-up discussion event of the presumed incompetent and its relation to our campus:  
Event cancelled in order to revise the committee’s mission
3. Initiated a Faculty Diversity Recruitment Resource Bank:  
An on-going, online collection of recruitment resources by department/professional field, contributed by faculty members across campus
4. Discussed and elected new co-chairs for next year.

### Unfinished Business Items from 2016/2017

1. Continue to discuss and revise the Mission Statement: The chairs of the committee have participated in the Faculty Diversity Task Force to discuss the role of the committee in faculty recruitment and in relation to the Office of Diversity, Equity and Inclusion. The task force scheduled one more meeting in early Fall 2017 for this discussion.
2. Continue to explore faculty needs and support for LGBTQ

### New Business Items for 2017/2018

1. Monitor and enhance the Faculty Diversity Recruitment Resource Bank
2. Collaborate with Chief Diversity Officer to facilitate faculty recruitment and retention

**Please return to the Office of the Academic Senate (ADM 176/0024) by May 31, 2017.**

## Academic Senate, Faculty Diversity Committee

### Agenda

September 2, 2016

12:00pm – 1:30pm, Room: SH 412

Name	Phone	Office/College	Term	Minutes
<a href="#">Beth Pugliese</a>	41116	AVP Human Resources or designee	EXO	--
<a href="#">Magdalena Barrera</a>	45583	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Rebeca Burciaga</a>	43644	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Pei-Tzu Tsai</a> , Co-Chair	43688	Education	2017	--
<a href="#">Valerie Mendoza</a> , Co-Chair	44693	Humanities & the Arts	2018	--
<a href="#">Alessandro De Giorgi</a>	42967	Applied Sciences & the Arts	2019	9/2/16
<a href="#">Benny Boveda</a>	43506	Education	2019	10/7/16
Vacant		Engineering		
Vacant		General Unit		
<a href="#">Elizabeth Gross</a>	45119	Science	2017	12/2/16
<a href="#">Shishir Mathur</a>	45875	Social Science	2019	2/3/16
<a href="#">Skylar Caesar</a>	46413	AS Director of Faculty Affairs	2017	3/3/16
Vacant		AS Director of Campus Climate Affairs	2017	

- I. Introductions
- II. Agendas & minutes
  - a. We will rotate responsibility for meeting minutes. Minutes have been assigned through our March meeting.
  - b. The FDC uses the google drive to save the agendas and minutes.
- III. What is the Faculty Diversity Committee?
  - a. Faculty Diversity Committee (reports to the Professional Standards Committee<sup>1</sup>), <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*

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<sup>1</sup> 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. Perspectives from returning FDC members
- IV. 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.*
- V. Discussion of new FDC Chair for 2017-18.
- VI. Fall Fling (formerly held in spring and called “Spring Fling”)
  - a. Scheduled on, **Thursday, October 27th at MLK 225, Choose time : 11-1:00 or 12-2:00?**– room reserved from 10-3pm. **Set-up & clean-up included**
  - b. Assign/follow-up with roles and responsibilities
    - i. Bookstore Donations- volunteer?
      - 1. Assembling the gifts/giveaways- volunteers?
    - ii. Securing other donations for faculty giveaways- volunteers?
    - iii. Room set-up including tech and tables
    - 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
    - vii. Food
      - 1. Donation from Provost–Elna
      - 2. Get catering- volunteers?
    - viii. Entertainment – jazz again? [jeffrey.lewis@sjsu.edu](mailto:jeffrey.lewis@sjsu.edu)
    - ix. Photography – volunteer? Also, what can we do with 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-
      - 2. Untenured Faculty Association-
      - 3. African American Faculty and Staff Association-
      - 4. Asian Pacific Islander Caucus-
      - 5. Lesbian, Gay, Bisexual, Transgendered Faculty and Staff Association-
      - 6. SJSU Faculty Staff Christian Fellowship-
      - 7. Student groups
    - xi. Bring our banner, raffle tickets- Teresa? (member last yr)
    - xii. Ice-cream- Gilles (member 2 yrs ago) [gilles.muller@sjsu.edu](mailto:gilles.muller@sjsu.edu)

- xiii. Set-up crew (need at least 5 members)- Valerie/Pei-Tsu volunteers?
  - xiv. Clean-up crew (need at least 5 members)- Valerie/Pei-Tsu, volunteers?
- VII. Future meetings- First Fridays @ 12pm-1:30pm, SH 210
- VIII. Spring Event – Begin contacting potential participants for panel?
- IX. Open

**ACADEMIC SENATE, FACULTY DIVERSITY COMMITTEE**

9/2/2016

12:00pm-1:30pm

Sweeney Hall, Room 412

**MEETING MINUTES**

ATTENDEES:

Magdalena Barrera; Rebeca Burciaga; Skylar Caesar; Emily Chan; Alessandro De Giorgi (secretary); Elizabeth Gross; Shishir Mathur; Valerie Mendoza (Chair); Pei-Tzu Tsai (Co-Chair)

**(I) Introductions**

Committee members introduce themselves.

**(II) Agenda & Minutes**

Valerie Mendoza, Chair of the Faculty Diversity Committee (FDC) explains that responsibility for taking meeting minutes will rotate. Minutes have been assigned up to the FDC meeting of March 2017. The Chair also clarifies that the FDC will use Google Drive to save meeting agendas and minutes.

**(III) What is the Faculty Diversity Committee?**

The Chair of the FDC provides a brief explanation of the mission of the Committee, and refers members in attendance to SJSU policies disciplining the role and composition of the FDC.

**(IV) Policy for being absent from meetings**

The FDC Chair clarifies policies on absences from meetings. If a FDC member is aware that s/he is going to miss a meeting they are expected to notify the Chair. The absentee member can either participate to the scheduled meeting via phone, or send another College representative. The Chair also explains that per existing attendance policy for Senate Committees, only 2 (two) absences are allowed during a member's term of appointment on the FDC, and three absences may result in the removal of the member from the committee.

**(V) Discussion of new FDC Chair for 2017-2018**

The current FDC Chair announces that she will likely be on sabbatical during Fall 2017. She states that she might be able to come back to her role as Chair in Spring 2018, but if this is not possible she will step down. Therefore, the FDC should discuss begin discussions about the designation of next year's Chair. Valerie Mendoza will verify the process for appointing FDC Chairs.

**(VI) Fall 2016 FLING**

The Committee discusses the Fall 2016 FLING, which is currently scheduled for 10/27/2016 at MLK 225. Committee members discuss the different time options for the

event (11am-1pm or 12pm-2pm) but there is no final decision on this, as the final format of the event is still TBD.

Committee members discuss possible strategies to improve faculty participation to FLING events, as well as ways to increase personal interactions at these events. Committee members agree that the significance of FLING events should go beyond “celebrating diversity” on campus, and strive to actually increase diversity both in terms of faculty recruitment and retention.

As part of the discussion concerning the possible strategies FDC could adopt to fulfill its mission, the Committee discusses the opportunity to change the organization of FLING events in order to move away from the luncheon format and explore other possibilities, such as panel discussions, video presentations, and brown-bag workshops on issues of diversity on campus.

Committee members agree that in order to improve diversity among new faculty hires, each member of the FDC should work to increase awareness of diversity issues among hiring committees in their respective Colleges and/or Departments.

#### **Action Items**

- [PT] The FDC agrees to produce a Google Doc file through which Committee members can contribute with ideas about initiatives to increase diversity, as well as suggest agenda items to be discussed at FDC meetings.
- The FDC agrees on the necessity to gather whatever statistical information is available about the student/faculty demographics at SJSU.
- [VM] The FDC agrees to invite SJSU’s Chief Diversity Officer Kathleen Wong at the next FDC meeting, scheduled on 10/7/2016, to discuss ways to increase the effectiveness of the Committee’s initiatives to promote diversity.
- [RB] The FDC agrees to explore the possibility of inviting Gabriella Gutierrez y Muhs, editor of the book *Presumed Incompetent*, to participate to one or more events sponsored by FDC on campus.
- The FDC agrees to organize a brown-bag event in Fall, possibly involving tenured faculty only, to discuss faculty experiences with diversity on campus, and to express their expectations towards the Committee’s work.
- The FDC agrees to send out an invitation to all probationary faculty members at SJSU, in order to verify their interest in participating to events organized on campus by the Committee. The decision as to whether the Committee will organize a FLING event in Spring 2017 is going to be contingent on the feedback FDC receives from SJSU faculty.

**Academic Senate, Faculty Diversity Committee**  
 Agenda  
 October 7th, 2016  
 12:00pm – 1:30pm, Room: SH 412

Name	Phone	Office/College	Term	Minutes
<a href="#">Beth Pugliese</a>	41116	AVP Human Resources or designee	EXO	--
<a href="#">Magdalena Barrera</a>	45583	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Rebeca Burciaga</a>	43644	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Pei-Tzu Tsai</a> , Co-Chair	43733	Education	2017	--
<a href="#">Valerie Mendoza</a> , Co-Chair	44693	Humanities & the Arts	2018	--
<a href="#">Alessandro De Giorgi</a>	42967	Applied Sciences & the Arts	2019	9/2/16
<a href="#">Benny Boveda ?</a>	43506	Education <i>Stepping down?</i>	2019	
<a href="#">Peggy Boylan-Ashraf</a>	47689	Engineering <i>will be absent Friday</i>	2018	11/4/16
<a href="#">Emily Chan</a>	82044	General Unit <i>will be absent Friday</i>	2019	12/2/16
<a href="#">Elizabeth Gross</a>	45119	Science	2017	<i>10/7/16</i>
<a href="#">Shishir Mathur</a>	45875	Social Science	2019	2/3/16
<a href="#">Skylar Caesar</a>	46413	AS Director of Faculty Affairs	2017	3/3/16
<a href="#">Adriadna Manzo</a>	46241	AS Director of Campus Climate Affairs	2017	4/7/16

- I. Introductions for new members
- II. Agendas & minutes
  - a. Reminder: We will rotate responsibility for meeting minutes. Minutes have been assigned through our March meeting.
  - b. Info. for newly added members: The FDC uses the google drive to save the agendas and minutes.
  - c. Approve minutes from 9/2/16 meeting
- III. Dr. Kathleen Wong (Lau), Chief Diversity Officer
- IV. For new members: What is the Faculty Diversity Committee?
  - a. Faculty Diversity Committee (reports to the Professional Standards Committee<sup>1</sup>), <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*

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<sup>1</sup> 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. Overview from returning FDC members regarding changes from last year discussed at previous meeting.
  - c. 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.*
  - d. 2-absence limit policy for entire 3-year term. 3rd absence could result in dismissal.
- V. Committee Chairs Forum (9/14) update – Peitzu
- VI. Faculty Diversity Summit (10/12, 10-11am) - Michael Kimbarow (Academic Senate Chair, host), Kathleen Wong (Chief Diversity Officer), Kenneth Peter (Chair, Professional Standards Policy Committee), Valerie and Peitzu (Faculty Diversity Committee)
- VII. Fall Event: Dr. Gabriella Gutierrez y Muhs - *Presumed Incompetent*  
Links to ebook: <http://catalog.sjlibrary.org/record=b4477364~S1>  
<http://catalog.sjlibrary.org/record=b4532417~S1>
- a. Scheduled on, **Thursday, October 27th at MLK 225, Choose time : 11-1:00? Room reserved from 10-2pm. Set-up from 10-11am? Clean-up from 1-2pm?**
  - b. Approval of details for announcement (event title, announcement message, time and food)
  - c. Work to be completed in this meeting (team up):
    - i. Flyer
    - ii. RSVP webpage (googledoc?)
    - iii. Food/refreshment ordering info, budget, procedure
    - iv. Room setup/configuration planning
    - v. Email announcement template
    - vi. Obtaining tenure-track faculty email list from Elna
  - d. Assign event roles and responsibilities:
    - i. Post fliers
    - ii. Order lunch/refreshments
    - iii. Email College TT faculty to RSVP by (deadline?) - ALL
    - iv. Photography – do we want photographs of event?
    - v. Bring our banner?
    - vi. Set-up crew (need at least 5 members)- Valerie/Pei-Tzu volunteers?



vii. Clean-up crew (need at least 5 members)- Valerie/Pei-Tzu, volunteers?

VIII. Mission Statement - continue discussion from last meeting

IX. Spring Event – continue discussion regarding options

X. Continue Discussion of new FDC Chair for 2017-18.

XI. Open

## **Academic Senate, Faculty Diversity Committee**

10/7/2016

12:00 pm - 1:30 pm

Sweeney Hall, Room 412

### **Meeting Minutes**

**Attendees:** Magdalena Barrera; Rebeca Burciaga; Skylar Caesar; Alessandro De Griorgi; Elizabeth Gross; Adriana Manzo; Shishir Mathur; Valerie Mendoza (Chair); Pei-Tzu Tsai (Co-Chair)

#### **(I) Introductions**

There are several new committee members but they are not present at today's meeting.

#### **(II) Agenda and Minutes**

Committee approves the minutes from 9/2/2016 meeting.

#### **(III) Dr. Kathleen Wong (Lau), Chief Diversity Officer**

Dr. Wong joins us at the beginning of the meeting. She shares her vision for the role of her office and participates in a discussion regarding diversity, equity, and inclusion issues on campus.

The committee begins by explaining that we plan on drafting a mission statement soon, and that the committee would like the mission statement to align with the diversity mission of the entire campus. Dr. Wong responds that her focus is both on issues of equity and inclusion. The office of the President is very concerned with faculty diversity. In particular, they want faculty who have life and professional experiences that enable them to educate students in an effective way. Other issues of importance are issues of status (equity over the span of one's career), LGBTQ equity issues, and equity in regards to international status. In addition, Dr. Wong sees RSCA and community engagement as an integral part in faculty engagement and retention.

Committee brings up a variety of issues that can affect students negatively, especially minority students, first-generation students, international students, and economically disadvantaged students. These include expensive transcript fees for international students, increase in bureaucracy for both faculty and students, pressure to decrease time to graduation, disincentives for departments to offer summer classes, international experience requirements, and very early drop date. As a positive remark, the committee notes that the increased advising support has been very helpful.

Committee asks Dr. Wong about Prop 209 in regards to the Faculty Diversity Committee. Dr. Wong responds that he guidelines of Prop 209 are very specific. We cannot provide resources based on race or gender that we don't give to other people. On the other hand, we also have mandates from the Chancellor's Office that say we need close the achievement gap among students and increase faculty diversity. Studies show that diversity in faculty benefits all students, not just minority students.

Committee asks Dr. Wong about what she has noticed about successful faculty diversity committees at other universities. Dr. Wong responds that not all faculty senates have a FDC. She has noticed the ones that do have a FDC usually self-charge themselves and pro-actively educate the faculty senate. They tend to focus on internal education. They also partner with different offices on campus.

Committee suggests that we invite faculty senate to our fall event.

#### **(IV) Community Building within Committee**

Dr. Barrera suggests that we start each meeting with a small open-ended question for each committee member to answer briefly at the beginning of each meeting to build community. The rest of the FDC committee agrees that this is a good idea.

#### **(V) Fall Event**

- (i) *Time:* The event will be from 11:00 am - 1:00 pm. 11:00 - 11:30 will be lunch, 11:30 - 12:30 will be devoted to the speaker, 12:30 - 1:00 will be for Q & A.
- (ii) *Flyer:* Dr. Barrera will create flyer and send to rest of committee. Committee should approve the flyer by Sunday, 10/9. All FDC members should print flyers and post in their college/department/hall.
- (iii) *E-mail Announcement:* Dr. Gross will create e-mail announcement. Elna will e-mail faculty. Dr. Tsai will send a special invitation to faculty senate members. All FDC members will try to drum up attendance in their respective colleges.
- (iv) *RSVP form:* Committee made changes to RSVP form during meeting. Attendees should RSVP by 10/25 (but we should make it clear that people can attend even if they don't RSVP).
- (v) *Budget:* Dr. Barrera and Dr. Burciaga will work out details of budget. They will e-mail Dr. Mendoza with the final lunch budget.
- (vi) *Food:* Dr. Mendoza will arrange the food. Suggestions included Togo's and Pomegranate (depending on budget).
- (vii) *Room configuration:* Dr. Tsai will work out room configuration when she meets with staff at the library.
- (viii) *Photography:* Dr. Burciaga and Dr. Mendoza will bring cameras. Adriana will contact Spartan Daily.
- (ix) *Set-up and Clean-up:* Set-up team includes MB, RB, EG, AM, VM, and PT. Clean-up team includes MB, RB, SC, AD, EG, AM, SM, VM, and PT.

**Academic Senate, Faculty Diversity Committee**  
 Agenda  
 November 4th, 2016  
 12:00pm – 1:30pm, Room: SH 412

Name	Phone	Office/College	Term	Minutes
<a href="#">Beth Pugliese</a>	41116	AVP Human Resources or designee	EXO	--
<a href="#">Magdalena Barrera</a>	45583	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Rebeca Burciaga</a>	43644	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Pei-Tzu Tsai</a> , Co-Chair	43733	Education	2017	--
<a href="#">Valerie Mendoza</a> , Co-Chair	44693	Humanities & the Arts	2018	--
<a href="#">Alessandro De Giorgi</a>	42967	Applied Sciences & the Arts	2019	9/2/16
<a href="#">Benny Boveda ?</a>	43506	Business <i>Stepping down?</i>	2019	
<a href="#">Peggy Boylan-Ashraf</a>	47689	Engineering	2018	<i>11/4/16</i>
<a href="#">Emily Chan</a>	82044	General Unit <i>will be calling in</i>	2019	12/2/16
<a href="#">Elizabeth Gross</a>	45119	Science	2017	10/7/16
<a href="#">Shishir Mathur</a>	45875	Social Science <i>will be calling in</i>	2019	2/3/16
<a href="#">Skylar Caesar</a>	46413	AS Director of Faculty Affairs	2017	3/3/16
<a href="#">Ariadna Manzo</a>	46241	AS Director of Campus Climate Affairs	2017	4/7/16

I. Minutes & Reminders

- a. Approve minutes from 10/7/16 meeting
- b. Reminder: We will rotate responsibility for meeting minutes. Minutes have been assigned through our April meeting.
  - a. Info. for newly added members: The FDC uses the google drive to save the agendas and minutes.

II. For members joining us for the first time: What is the Faculty Diversity Committee?

- a. Faculty Diversity Committee (reports to the Professional Standards Committee<sup>1</sup>), <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*

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*recruitment and retention of diverse faculty. It reviews effectiveness of such activities and may recommend appropriate strategies and policies.”*

*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.*

- b. 2-absence limit policy for entire 3-year term. 3rd absence could result in dismissal.

III. Fall Event Recap: Dr. Gabriella Gutierrez y Muhs - *Presumed Incompetent*

Links to ebook: <http://catalog.sjlibrary.org/record=b4477364~S1>  
<http://catalog.sjlibrary.org/record=b4532417~S1>

- a. Discuss pros & cons of event
- b. Discuss responses

IV. Faculty Diversity Summit

- a. Discuss purpose
- b. Report from last Faculty Diversity Summit Meeting from those of us who attended.

V. Spring Event – continue discussion regarding options

VI. Mission Statement - continue discussion from last meeting

VII. Continue Discussion of new FDC Chair for 2017-18.

VIII. Open

## Academic Senate, Faculty Diversity Committee

11/4/2016

12:00 pm - 1:30 pm

Sweeney Hall, Room 412

### Meeting Minutes

**Attendees:** Magdalena Barrera, Peggy Boylan-Ashraf, Emily Chan (called in), Shishir Mathur (called in), Ariadna Manzo, Valerie Mendoza (Chair), Pei-Tzu Tsai (Co-Chair)

#### (I) Introductions

Peggy Boylan-Ashraf just joined the committee representing Engineering and was introduced to its charge/goal/mission. An ongoing issue at SJSU: diversity of faculty does not align with the demographics of our students.

#### (II) Agenda and Minutes

Committee approves the minutes from 10/7/2016 meeting.

#### (III) Presumed Incompetent: Race, Gender, and Class in Academia by Dr. Gabriella Gutiérrez y Muhs, 10/27/2016

The event was positive and uplifting, however it did not go as the committee intended because there was no meaningful discussion. There was too much book advertisement sentiment from the speaker. FDC might want to have a follow-up event and would have liked to see more administrators at the event. Amy Strage, Assistant Vice President for Faculty Development and Director, reached out to FDC if there might be interest in a follow-up event.

**ACTION ITEM: 1)** Possible dates to use Library 225 for follow-up event: February 2, 9, 16 and March 2, 16, 2. March 2 seems to make sense for FDC. **2)** Emily Chan will help to have Library 225 reserve and ask for a brown-bag/luncheon set up. **3)** Ask Amy Strage what kind of support might her office be willing to contribute for the follow-up event.

#### (IV) Future Agenda for FDC

Barrera asked “What is going to be on the agenda for FDC?” Faculty Task Force is already underway. FDC should start crafting a mission statement. Might there be a structural aspect at SJSU which creates non-diverse faculty hiring? Concerns: 1) investigate the hiring process at SJSU and 2) minority faculty candidates perhaps do not have 3-6 people in their portfolio to get recommendation letters for the hiring process –are recommendation letters needed?

**ACTION ITEM: 1)** Every member of FDC to bring a mission statement in their respective field, **2)** read Chapter 30 from *Presumed Incompetent: the Intersections of Race and Class for Women in Academia* (Dr. Gabriella Gutiérrez y Muhs).

#### (V) FDC Chair

Valerie Mendoza may be on sabbatical next Fall, and FDC will not have a chair for next year in that case. Pei-Tzu will also be rolling off FDC at the end of this academic year.

**Academic Senate, Faculty Diversity Committee**  
 Agenda  
 December 2nd, 2016  
 12:00pm – 1:30pm, Room: SH 412

Name	Phone	Office/College	Term	Minutes
<a href="#">Beth Pugliese</a>	41116	AVP Human Resources or designee	EXO	--
<a href="#">Magdalena Barrera</a>	45583	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Rebeca Burciaga</a>	43644	Designee from AVP Faculty Affairs	EXO	--
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<a href="#">Benny Boveda ?</a>	43506	Business <span style="color: orange;">Stepping down?</span>	2019	
<a href="#">Peggy Boylan-Ashraf</a>	47689	Engineering	2018	11/4/16
<a href="#">Emily Chan</a>	82044	General Unit	2019	12/2/16
<a href="#">Elizabeth Gross</a>	45119	Science	2017	10/7/16
<a href="#">Shishir Mathur</a>	45875	Social Science	2019	2/3/16
<a href="#">Skylar Caesar</a>	46413	AS Director of Faculty Affairs	2017	3/3/16
<a href="#">Ariadna Manzo</a>	46241	AS Director of Campus Climate Affairs	2017	4/7/16

- I. Minutes & Reminders
  - a. Approve minutes from 11/4/16 meeting
  - b. Reminder: We will rotate responsibility for meeting minutes. Minutes have been assigned through our April meeting.
  - c. Reminder: The FDC uses the google drive to save the agendas and minutes.
  - d. 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.*
  - e. 2-absence limit policy for entire 3-year term. 3rd absence could result in dismissal.
  
- II. Spring Event – Thursday, March 2nd, 2017 -
  - a. Continue discussion regarding planning for event
  - b. How can the event be structured?

- c. How can we move from good ideas to initiating meaningful change?
- d. What might prove useful, from chapter 30 of *Presumed Incompetent*, when considering our efforts at SJSU?
- e. Discuss responses from October event
- f. Finalize structure of event and agree on duty assignments, where appropriate

III. Faculty Diversity Task Force

- a. Recap of purpose/issues discussed
- b. Report from last Faculty Diversity Summit Meeting from those of us who attended.
- c. How much do we want to work in consort with the Taskforce?

IV. Mission Statement - Continue discussion from last meeting - discuss mission statement samples uploaded to Google Drive by committee members

VII. Continue Discussion of new FDC Chair for 2017-18.

VIII. Open



Faculty Diversity Committee  
December 2, 2016  
12-1:30 pm, SH 412

Present: Elizabeth Gross, Skylar Caesar, Valerie Mendoza, Pei-Tzu Tsai, Emily Chan (Note taker), Alessandro De Giorgi, Peggy Boylan-Ashraf

1. Discussion of the March Event

a. Structure:

- i. Guided questions? Panel? Should we invite Kathleen Wong(Lau) to the event and ask her to facilitate the event?
- ii. Feedback from the Fall event - good to discuss this concern, but would like actionable items
- iii. Only two hours - what kind of structure should the event have?
- iv. Possible ideas:
  1. Each table would have a theme, have people read Chapter 30 prior to the event; people will go to the table that most resonates
  2. Storytelling to communicate individual experiences (30-45 minutes)
  3. Several tables with the same theme and then they will come together to share
  4. Brainstorming
  5. Pick one of the ideas and come up with an actionable item
  6. Have the groups share (15 minutes)
  7. See who wants to help/contribute towards that item (future) and share these items with the task force

b. Content:

i. Themes:

1. Faculty/Student Relations
  - a. Student success
    - i. How is this quantified?
    - ii. What are the metrics?
    - iii. Is student success (as measured by time to graduation) the best way to define this?
  2. Mentorship/Mentoring
  3. Tenure and Promotion, Retention
  4. General Campus Climate
  - 5.

c. Important:

- i. Send out a save the date soon (prior to the holiday break and when we return)
- ii. Explicitly invite administrators to our March event
- iii. Current administration is the most amenable to improving diversity; with Kathleen Wong(Lau)'s hire, the campus is experiencing the most movement on this issue in years

- iv. RSVP - serve lunch, sandwiches from Togo's to maximize time on the content
- v. Potential Title for the event: Reading to Reality
- vi. Room set-up
- vii. RSVP form
- viii. Another event for students; collaborate with Associated Students?
  - 1. Actionable items from faculty, see if these match up with the students' perspectives. Alignment or non-alignment would be very helpful in validating (or not) our recommendations to the taskforce.

#### Agenda

- 1. Greet people as they enter
- 2. Ask them what topic they'd be interested in discussing and guide them to the appropriate table
- 3. Provide an outline of the chapter so there are talking points, even if faculty haven't read the chapter
- 4. Committee members scattered among the tables
- 5. Countdowns on a PPT with the task at hand

#### Agenda:

- 11:00-11:10 - Greet people as they arrive
- 11:00-11:20 - Lunch
- 11:20-11:50 - Storytelling in small groups
- 11:50-12:00 - Identifying themes
- 12:00-12:05 - Themed tables will congregate
- 12:05-12:25 - Brainstorming for actionable items
- 12:25-12:40 - Selecting one actionable item
- 12:40-1:00 - Sharing in the large group

Alessandro moved to approve minutes with the corrections, Skylar seconded. All approved.

#### Faculty Diversity Task Force (meets every other Wednesday, 9-11 am)

- All are invited to attend, participate
- Pei-Tzu gave a recap of the events, discussions
- Recruitment process and how to make diversity a factor in the evaluation
- Workshop on diversity prior to any new hires even being approved
- Need to gather data - exit interviews and how can FDC help with that? Process and procedure for that? Data can be influenced by faculty leaving a department, transferred to another; Try to obtain reason(s) for leaving and reason(s) for declining the position when offered a position

To Do: Invite Kathleen Wong(Lau) to our February meeting

Give her access to our Google folder? Only provide information on the most pertinent items, to be respectful of her time

**Academic Senate, Faculty Diversity Committee**

Agenda

February 3<sup>rd</sup>, 2017

12:15pm – 1:45pm, Room: SH 412

Name	Phone	Office/College	Term	Minutes
<a href="#">Beth Pugliese</a>	41116	AVP Human Resources or designee	EXO	--
<a href="#">Magdalena Barrera</a>	45583	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Rebeca Burciaga</a>	43644	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Pei-Tzu Tsai</a> , Co-Chair	43733	Education	2017	--
<a href="#">Valerie Mendoza</a> , Co-Chair	44693	Humanities & the Arts	2018	--
<a href="#">Alessandro De Giorgi</a>	42967	Applied Sciences & the Arts	2019	9/2/16
Vacant	43506	Business	2019	
Vacant	47689	Engineering	2018	11/4/16
<a href="#">Emily Chan</a>	82044	General Unit	2019	12/2/16
<a href="#">Elizabeth Gross</a>	45119	Science	2017	10/7/16
<a href="#">Shishir Mathur</a>	45875	Social Science	2019	2/3/16
<a href="#">Skylar Caesar</a>	46413	AS Director of Faculty Affairs	2017	3/3/16
<a href="#">Ariadna Manzo</a>	46241	AS Director of Campus Climate Affairs	2017	4/7/16

- I. Approve minutes from 12/2/16 meeting
- II. Vote: Continue or Cancel the March event (3/2/2017)
  - a. Update: Faculty Diversity Task Force
    - i. Mission statement and charges
    - ii. Nature of FDC
      1. Committee vs. Board?
      2. Roles – operating, advisory, educating?
      3. Membership (who would be best to serve?)
- III. Prepare for the event, if voted to continue with March event
  - a. Design probe questions for each theme (see Attachment)
  - b. Finalize event title
  - c. Design RSVP form
  - d. Complete announcement email and flyer
  - e. Distribute to faculty (T-T and Tenured?) and administrators (who?)
  - f. Contact Togo's to cater
- IV. Mission Statement
- V. Open

Attachment: March Event  
(Potential title: "Reading to Reality"?)

- 1) Structure
  - a) Each table would have a theme, have people read Chapter 30 prior to the event; people will go to the table that most resonates
  - b) Storytelling to communicate individual experiences (30-45 minutes)
  - c) Several tables with the same theme and then they will come together to share
  - d) Brainstorming
  - e) Pick one of the ideas and come up with an actionable item
  - f) Have the groups share (15 minutes)
  - g) See who wants to help/contribute towards that item (future) and share these items with the task force
- 1) Content
  - a) Themes
    - i) Faculty/Student Relations
      - (1) Student success
      - (2) How is this quantified?
      - (3) What are the metrics?
      - (4) Is student success (as measured by time to graduation) the best way to define this?
    - ii) Mentorship/Mentoring
    - iii) Tenure and Promotion, Retention
    - iv) General Campus Climate
  - b) Probe questions?

Faculty Diversity Committee (FDC)

February 3, 2017

12:15-1:30 pm, SH 412

Present: Elizabeth Gross (skype), Skylar Caesar, Valerie Mendoza, Pei-Tzu Tsai, Emily Chan, Alessandro De Giorgi, Shishir Mathur (note taker), Magdalena Barrera, Ken Peter (guest)

1. Committee unanimously approved the minutes of December FDC meeting.
2. Discussion about the future vision/role for FDC:
  - a. Ken Peter (Chair, Academic Senate's Professional Standards Committee, PSC) provided an historical overview of FDC's work/role and suggested potential future work/roles, which are as follows: strengthen diversity-related aspects of new faculty recruitment; serve as an advisory board for the Chief Diversity Officer; and work to reduce faculty attrition rate.
  - b. Magdalena provided an overview of the work the two faculty-in-residence at the Faculty Affairs do to diversify the candidate pool during job searches.
  - c. Committee members discussed the potential future mission/roles for this committee.
3. Action Items:
  - a. Cancel the March event. Committee unanimously decided to cancel the event and instead focus on developing a long-term vision/role for the FDC.
  - b. Pei-Tzu to draft a few sentences describing the preferred vision/role for this committee (members to serve as faculty-in-residence for faculty-diversity-related issues for their college and the FDC to serve as an advisory board to the Chief Diversity Officer on faculty-related issues; committee members to receive assigned time for these roles) and to circulate them via email to FDC members for a vote.
  - c. If the text in item b) above receives majority vote, Magdalena will discuss it with the Chief Diversity Office next week and Valerie and Pei-Tzu will discuss it with the Diversity Task Force on February 15.
  - d. Hold the February 17 (12:15 to 1:30 pm) as the date for the next FDC meeting.
  - e. Depending upon how the discussions with the Chief Diversity Officer and with the Diversity Task Force go, at the next FDC meeting either work on the preferred mission/role or on an alternate one.

## Academic Senate, Faculty Diversity Committee

Agenda

March 3<sup>rd</sup>, 2017

12:15pm – 1:45pm, Room: SH 412

Name	Phone	Office/College	Term	Minutes
<a href="#">Julie Paisant</a>	42255	Designee from AVP Human Resources	EXO	--
<a href="#">Magdalena Barrera</a>	45583	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Rebeca Burciaga</a>	43644	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Pei-Tzu Tsai</a> , Co-Chair	43733	Education	2017	--
<a href="#">Valerie Mendoza</a> , Co-Chair	44693	Humanities & the Arts	2018	--
<a href="#">Alessandro De Giorgi</a>	42967	Applied Sciences & the Arts	2019	9/2/16
Vacant	43506	Business	2019	
Vacant	47689	Engineering	2018	11/4/16
<a href="#">Emily Chan</a>	82044	General Unit	2019	12/2/16
<a href="#">Elizabeth Gross</a>	45119	Science	2017	10/7/16
<a href="#">Shishir Mathur</a>	45875	Social Science	2019	2/3/17
<a href="#">Skylar Caesar</a>	46413	AS Director of Faculty Affairs	2017	4/7/17
<a href="#">Ariadna Manzo</a>	46241	AS Director of Campus Climate Affairs	2017	<b>3/3/17</b>

I. Approve minutes from 2/3/17 meeting

II. Announcements

- a. New member: Julie Paisant, designee from AVP Human Resources
- b. Two vacancies: Reported to Michael Kimbarow, Chair of Academic Senate
- c. Proposed change in FDC structure – vote result

*"The Faculty Diversity Committee proposes that the committee serves as an educating resource for faculty and Advisory Board to the Chief Diversity Officer. The committee will consist of faculty-in-residence, one per college, with assigned time to be trained and to train and support search committees in each college. The committee will make recommendations to the Academic Senate regarding policies for diversifying faculty through recruitment and retention. The committee will also serve as an Advisory Board to the Chief Diversity Officer, providing input to campus-wide initiatives regarding diversity and voicing concerns for colleges across campus."*

- i. Ariadna- move the revise the recommendation to include students on this committee.

*"...The committee will consist of faculty-in-residence, one per college, with assigned time to be trained and to train and support search committees in each college. The committee will also consist of the Associated Students Director of Faculty Affairs and the Associated Students Director of Intercultural Affairs...."*

- d. Task Force update: Charges, ongoing discussion on FDC mission/direction

III. Charged task: upcoming hiring cycle (2017-18) [[Faculty Diversity Task Force](#)]

- a. Gather discipline-specific resources for recruitment of diverse candidate pools for

- i. Identify Professional Organizations for each department (e.g. American Association of Hispanics in Higher Education, National Society of Black Engineers)
    - ii. Special Interest Groups within professional organizations (e.g. Critical Educators for Social Justice within the American Educational Research Association)
    - iii. Research Labs (e.g. Julio Soto at SJSU runs the Research by Undergraduates using Molecular Biology Applications (RUMBA) lab - yes, they are undergraduates, but we never know if he knows of an alumni who is on the market.
    - iv. Identify a working contact list of historically underrepresented faculty and staff per college who can meet with candidates who come to campus to learn about diversity at SJSU and in our partnerships off-campus
  - b. Deadline: March 17 - materials sent to Kathy Wong (Lau), Rebeca Burciaga, and Magdalena Barrera
- IV. Other ideas [\[Suggested by Magdalena\]](#)
  - a. Attend trainings offered by CDO
  - b. Provide program coordination in relation to faculty diversity (as needed)
  - c. Attend a college-specific workshop related to job searches for 2017-2018 (more information to follow)
- V. Supporting LGBTQI [\[Suggested by Emily\]](#)
  - a. Current needs?
  - b. Available support?
  - c. Gap to be filled by FDC?
- VI. Open

## Academic Senate, Faculty Diversity Committee

### Minutes

March 3<sup>rd</sup>, 2017

12:15pm – 1:45pm, Room: SH 412

Attended: Julie Paisant, Magdalena Barrera, Rebeca Burciaga, Pei-Tzu Tsai, Emily Chan, Elizabeth Gross, Shishir Mathur, Ariadna Manzo

Absent: Valerie Mendoza, Alessandro De Giorgi, Skylar Caesar

- I. Approve minutes from 2/3/17 meeting
  - a. Motion and second and passed 5-0-0
- II. Announcements
  - a. New member: Julie Paisant, designee from AVP Human Resources
  - b. Two vacancies: Reported to Michael Kimbarow, Chair of Academic Senate
    - i. College of B and Engineering: Senate is taking care of filling vacancy.
  - c. Proposed change in FDC structure – vote result

*"The Faculty Diversity Committee proposes that the committee serves as an educating resource for faculty and Advisory Board to the Chief Diversity Officer. The committee will consist of faculty-in-residence, one per college, with assigned time to be trained and to train and support search committees in each college. The committee will make recommendations to the Academic Senate regarding policies for diversifying faculty through recruitment and retention. The committee will also serve as a Advisory Board to the Chief Diversity Officer, providing input to campus-wide initiatives regarding diversity and voicing concerns for colleges across campus."*

    - i. Motion to revise structure to include students: "The committee will consist of faculty-in-residence, one per college, with assigned time to be trained and to train and support search committees in each college. The committee will also consist of the Associated Students Director of Faculty Affairs and the Associated Students Director of Intercultural Affairs."
    - ii. Motion passed 5-0-0. Revision will be made on the record.
  - d. Task Force update: Charges, ongoing discussion on FDC mission/direction
    - i. The working group will continue to meet and discuss what the role the FDC will play and discussion will continue onto the next FDC meeting in two weeks.



III. Charged task: upcoming hiring cycle (2017-18) [[Faculty Diversity Task Force](#)]

- a. Charged with this passed Wednesday. RE: Process for requesting tenure track line and for recruitment just incorporated more diversity as part of the steps. The chair of the search committee or designee will need to attend a 90-minute workshop that will integrate diversity and provide what their desired strategic structure is. Before they request a search proposal they must attend a workshop. The department will need to provide an early version of the search plan, attend a workshop, and the dean will be provided with a rubric after. Faculty diversity committee can help compile information as to what areas need diversity training. Once requests are approved they will need to attend two mandatory meetings. Two-hour training of the best practices for screening candidates will also be provided.
  - i. Question: Will there be a way for Dean to understand the specific needs they have based of statistical data we have. For example, more females needed in some areas.
    1. Question: Is it possible to share the info about homogenous structures across campus? It has been shared with Kathleen Wong(Lau), however it is very long and may cause others to get stuck on numbers. Julie Paisant will pull apart the areas necessary from the report. - They basically break it up by college, department, professional services, etc. - What it looks like is that they do a significant test, which if it's significantly bad the color will show up as red. Which will allow you to see that you have a significant amount of biases that need to be looked at. They don't do visuals and they don't have to fill it. - Maybe their could be a side meeting where they can provide this information and decide what is needed.
    2. This committee can play the role in supporting each work for each college. By identifying professional orgs for each department: However, can we do this effectively within the time frame we need to complete. Also look into other research labs and departments that are known to have great students being produced. Julie Paisant will look into different NORC which is a service for under doctorates, where you can sometimes get certain info from PHD programs of knowing who they are about to send out. She will reach out to a colleague to see how this can be supported, also possibly bringing her in.

3. Could there be a rolling deadline for deans? Yes, the only reason for this deadline is to provide the availability for the resources.
4. How do we compile information from all the departments? For a starting point, we should just research to who/what we know of already. Compile information by asking their colleagues to send them their resources. We can use a google form to distribute information and collect information. The form can be forwarded from anyone and also have the link live at the trainings. No deadline just whatever is collected will be sent on March 17th. Pei-Tzu: will put out a structure and others can edit/comment on it then revisions will be no later than Wednesday.
5. Some departments have had a diversity plan but they would get stamped off and/or they are not being used. A lot of this also depends on the department chair and what kind of culture they have within the department.
6. Could we also have an option for people to include other additional information we need to look at? Yes.
7. The email should be sent out through the Faculty Diversity Committee.
8. What will happen if we do all of this and there is no diverse pool: then the search will close and reopen the search and Kathleen Wong (Lau) will have oversight of this. - Another issue is if the first pool was not diverse in the first place. - Is there discussion of the negative concerns that may come up such as who has the better fit than the other. Questions of scenarios that have happened will be asked etc. Search Committee will have to provide assessment of candidate so this will get rid of the feeling that the candidate was not well versed and that the candidate either did or didn't have an understanding of what was asked. (implicit bias)

- b. Gather discipline-specific resources for recruitment of diverse candidate pools for
  - i. Identify Professional Organizations for each department (e.g. American Association of Hispanics in Higher Education, National Society of Black Engineers)
  - ii. Special Interest Groups within professional organizations (e.g. Critical Educators for Social Justice within the American Educational Research Association)
  - iii. Research Labs (e.g. Julio Soto at SJSU runs the Research by Undergraduates using Molecular Biology Applications (RUMBA) lab - yes, they are undergraduates, but we never know if he knows of any alumni who is on the market.
  - iv. Identify a working contact list of historically underrepresented faculty and staff per college who can meet with candidates who come to campus to learn about diversity at SJSU and in our partnerships off-campus
    - 1. Kathleen recommended that It would be helpful to have a diverse faculty to meet with candidates. Reach out to colleagues to see who may be interested even if they are allies and have an understanding of diversity. It would also be good to have students meet with these candidates as well but what students would? Another thing to consider is that every candidate may want to meet with other faculty. Some may not want to because they are tired of being asked to do things like this. How can we word this differently or would we even include it? Maybe the FDC could be this group that meets with candidates? Or could we also contact groups such as CLFSA (affinity groups) only 6 or 8 recognized? - We could also ask candidates if they would like to meet with any of these affinity groups.
- c. Deadline: March 17 - materials sent to Kathy Wong (Lau), Rebeca Burciaga, and Magdalena Barrera

#### IV. Other ideas [\[Suggested by Magdalena\]](#)

- a. Attend trainings offered by CDO

- i. Tuesday March 7th please push and encourage chairs to attend this. It's a joint meeting with Stanford doctoral students who are underrepresented in their field. The morning training will be a preview of the first required recruitment workshop. This will be interactive so the students can hear faculty share what it's like to be here and how they can try to make change/change the narrative at SJSU.
- b. Provide program coordination in relation to faculty diversity (as needed)
- c. Attend a college-specific workshop related to job searches for 2017-2018 (more information to follow)

V. Supporting LGBTQI [[Suggested by Emily](#)]

a. Current needs?

- i. Came from Mike, School of Social Work. There used to be support for faculty previously but previous SJSU president changed this climate. He was wondering if there was a way to bring that back and would this committee be a way to gather information. Could this body help include this in the conversation? We should also review the Campus Climate survey.
- ii. Could we invite Bonnie from the Pride center to have a brainstorming session? We can but we should consider everything she currently has on her plate. Ariadna will reach out and update committee. As an action item, we can move forward by getting background information. Ariadna will bring this conversation up with Bonnie and see in what direction we can move and invite her to our next meeting.

b. Available support?

c. Gap to be filled by FDC?

VI. Open

## Academic Senate, Faculty Diversity Committee

Agenda

April 7<sup>th</sup>, 2017

12:15pm – 1:45pm, Room: SH 412

Name	Phone	Office/College	Term	Minutes
<a href="#">Julie Paisant</a>	42255	Designee from AVP Human Resources	EXO	--
<a href="#">Magdalena Barrera</a>	45583	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Rebeca Burciaga</a>	43644	Designee from AVP Faculty Affairs	EXO	--
<a href="#">Pei-Tzu Tsai</a> , Co-Chair	43733	Education	2017	--
<a href="#">Valerie Mendoza</a> , Co-Chair	44693	Humanities & the Arts	2018	--
<a href="#">Alessandro De Giorgi</a>	42967	Applied Sciences & the Arts	2019	9/2/16
Vacant	43506	Business	2019	
Vacant	47689	Engineering	2018	11/4/16
<a href="#">Emily Chan</a>	82044	General Unit	2019	12/2/16
<a href="#">Elizabeth Gross</a>	45119	Science	2017	10/7/16
<a href="#">Shishir Mathur</a>	45875	Social Science	2019	2/3/17
<a href="#">Skylar Caesar</a>	46413	AS Director of Faculty Affairs	2017	<b>4/7/17</b>
<a href="#">Ariadna Manzo</a>	46241	AS Director of Campus Climate Affairs	2017	3/3/17

- I. Approve minutes from 3/3/17 meeting
  
- II. Announcements
  - a. Charged task completed: diversity resources for upcoming hiring cycle (2017-18), sent to Kathy Wong (Lau), Rebeca Burciaga, and Magdalena Barrera
  - b. Ongoing task: maintaining and updated the resource bank
  - c. LGBTQ support: Reaching out to Bonnie from Pride center, Ariadna
  
- III. Electing the chair for next year (due to the Senate office by 4/14)
  
- IV. Mission

Faculty Diversity Committee

April 7, 2017

12-1:30 pm, SH 412

Present: Elizabeth Gross, Valerie Mendoza, Pei-Tzu Tsai, Emily Chan (Note taker),  
Ariadna Manzo

- I. Approve minutes from 3/3/17 meeting
  - a. Minor changes - remove the member roster, correct spelling errors
  - b. Valerie moved to approve the minutes with the minor changes that Pei-Tzu will make. Elizabeth seconded. Motion passes 4-0.
  
- II. Announcements
  - a. Charged task completed: diversity resources for upcoming hiring cycle (2017-18), sent to Kathy Wong (Lau), Rebeca Burciaga, and Magdalena Barrera
    - i. Inconsistency in disseminating the request for information
      1. Colleges have different cultures; some individuals from the committee were able to directly send an email to all of the faculty, some not
    - ii. Spring workshop was cancelled, due to dean push back
      1. Rebeca and Magdalena absent, so we will revisit this topic at a future meeting
  - b. Ongoing task for chair(s) of this committee: maintaining and updated the resource bank
    - i. Diversity Resources for Faculty Recruitment form continues to be live; hopefully, people will continue to add information to this growing bank
  - c. LGBTQ support: Reaching out to Bonnie from Pride Center, Ariadna
    - i. Ariadna arrived late, so she will forward information from her meetings
  
- III. Electing the chair for next year (due to the Senate office by 4/14)
  - a. Pei-Tzu nominates Elizabeth Gross and Emily Chan to co-chair the committee for AY17-18. Elizabeth Gross and Emily Chan accept the nomination. Voting 3-0-0
  - b. Elizabeth Gross and Emily Chan will co-chair the committee for AY17-18
  
- IV. Mission
  - a. Revision to the FDC Structure was not received favorably (see <https://drive.google.com/drive/folders/0B7s99mq7a6VvYzFjcklQRI9aV0E>).

The current mission remains the same

- b. Continue to sustain the role that members serve as direct liaisons to their respective colleges/units on issues of diversity
- c. Perhaps we could create a directory of individuals who have an interest in diversity issues or have an informal workshop for the department chairs who will have upcoming recruitments
- d. Revision to committee's mission/structure will have to be tackled next academic year with potential input from Senate Committee Professional Standards, which oversees the FDC