



Diversity Council Meeting Minutes

March 16, 2011, Building 1, Room 212, 3:00-5:00 p.m.

Present: Elizabeth Andrade, Bob Baldwin, Dennis Carr, Diego Davis, Mark Harris, Nancy Hart, Donna Koechig, James Florendo, and Celia Maximin.

Absent: Barbara Susman, Eric Richardson, Jim Salt, and Sonya Christian.

Agenda Items

- 1. Agenda Review:** The Diversity Council approved the agenda. It was suggested and approved that the Council move the "Complaint Procedure Conversation" item up in the agenda.
- 2. Complaint Procedure Conversation Update:** Elizabeth asked for an update on the progress of the complaint procedure, since it was supposed to have come back to the Diversity Council several months ago. Approximately two years ago, President Spilde charged the college to design one integrated complaint procedure rather than several separate procedures. Dennis Carr briefly explained the procedures and some of the new recommendations (conflict resolution advocate, two check implemented into the process, and a revised appeal process), and that they have been based on best practices. Bob expressed concerns about the potential conflict of interests of managers in the new procedure. Dennis explained that there are protections for conflict of interests incorporated into the new procedure.

Dennis reported that there has been considerable work completed on the complaint process with the faculty union during fall and winter terms. In the near future, ASA Executive Deans will be meeting with the classified union. Bob stated that the classified union does not support the current complaint procedure. It is anticipated that the review of the new complaint procedure should be completed and brought back to the Diversity Council during its April or May meeting.

As Chair of the Diversity Council, Elizabeth informed the Diversity Council that some members had recently received a complaint from a staff member. She reminded the council that the Diversity Council, as part of the governance system, is only charged with planning and policy development for the college and does not have any authority to follow up on complaints. Elizabeth informed that council that she referred this complaint to

Donna in her role as Chief Diversity Officer. If staff, however, have specific concerns about a diversity related college policy, the council may want to explore and recommend a change in policy.

- 3. Minutes from Last Meeting Review:** Nancy Hart moved to approve the minutes. The Diversity Council unanimously approved the minutes.
- 4. Update on 2010-15 Diversity Plan:** Elizabeth made a motion to approve the items on the new Diversity Plan. It was seconded and approved by Bob. Donna informed the council that there may have to be a “place holder” in the Religion Statement until the Religious Holiday Subcommittee completes their work. Council members agreed that the statement and the new recommended policy need to align. **TASK: Donna will revise the narrative, budget, and diversity statements, and email the completed plan to the council.**
- 5. Committees Update:**
 - a. Religious Holiday Subcommittee:** Elizabeth reported on the progress of the subcommittee. They have been reviewing various samples from other organizations’ policies such the City of Eugene and University of Iowa. The subcommittee plans to bring the draft policy to the Diversity Council’s next meeting. It was suggested that the subcommittee invite Greg Morgan, a College Council member, who expressed concerns about the policy, to join the subcommittee. **TASK: Elizabeth will take the suggestion back to the subcommittee for further discussion.**
 - b. Diversity Strategic Direction Implementation Plan & Goals Subcommittee:** The subcommittee distributed a copy of the second draft of the implementation plan with the recommendations made at the last DC meeting. Members gave the following: 1. The need for an action item that identifies barriers and threats to retaining staff (Goal 1); 2) Incorporate literature, materials, videos, etc. on intentional and unintentional microaggressions into professional development goal (Goal 2), 3) Add students to “Faculty and Staff” Stakeholders”; 4) Add Executive Team to “Division Deans and Program Managers” Stakeholders. It was noted that the word “influences” is tied to the authority level of the person or group to implement. The motion to approve the Implementation Plan with the amendments suggested was presented and seconded. Motion was voted in favor unanimously. The members also asked Bob, as chair of the College Council, if this item could be added at the next College Council agenda on April 14th and/or on April 28th if needed. The College Council Meeting scheduled for April 14th will be from 2:00 – 4:00 pm. At least the members of the Diversity Strategic Direction Implementation Plan & Goals Subcommittee should plan on attending that meeting. **TASK: 1) The subcommittee will make the suggested revisions. 2) It was strongly suggested that all members plan to attend the College Council Meeting on April 14, 2011, if possible, when the College Council will review the implementation plan.**
 - c. Cultural Competency Policy:** Elizabeth explained that this policy has been already approved by last year’s Diversity Council, but it needed to be formatted in a policy language in order to forward it to College Council. Elizabeth also explained that for several reasons this sub-committee hasn’t been able

to meet, but for efficiency sake and to move the work forward, she went ahead and put together this draft and asked the entire council to work in reviewing it. There was a suggestion to change the name of the policy. Members discussed the item and decided to maintain "Cultural Competency Achievement", because of lack of time members agreed to review individually and send electronic feedback to Elizabeth by the end of next week. **TASK: Council members will review and submit feedback to Elizabeth by the end of the week. The final draft will be sent back to the council, and if everyone feels it is ready for College Council, Elizabeth will ask Bob to include it in the College Council meeting too.**

6. Handouts/Announcements of Upcoming Events:

- **First Friday Communities of Color, April 1st, LCC Longhouse**