

COMMISSION ON EQUAL OPPORTUNITY AND DIVERSITY
MONDAY, DECEMBER 7, 2015
10:30 am – 12:00 pm
GRADUATE LIFE CENTER ROOM B

Meeting Minutes

PRESENT: Tom Brown, Matt Chan (for Marwa Abdel Latif), Mary Beth Dunkenberger, Raifu Durodoye, Erika Meitner, Amer Fayad, Arianna Jensen-Wachspress, Bradley Klein, Gilda Machin-Scarpaci, Sandra Muse, Jennifer Nardine, Anita Puckett, Mikhelle Taylor, Laura Tollin, David Travis, Pamela Vickers, Daron Williams, Paul Winistorfer

ABSENT: David Clubb, Melissa Elliott, Noha Elsherbiny, Lance Franklin, Jamie Hollimion, Sara Leftwich, Karisa Moore, Patty Perillo, Takumi Sato, Sapna Singh, Amy Tanner, Andrew Tevington, John Gray Williams

GUESTS: Marcie Bishop, Jennifer Brierly, Yohna Chambers, Marcy Schnitzer, Patricia Smith

WELCOME

Chair Jennifer Nardine welcomed members.

VT INCLUSION COORDINATOR PRESENTATION/QA – PATRICIA SMITH

Tricia Smith discussed with members, “what are inclusion coordinators.” She said they serve as university resources by becoming collaborators, liaisons, proactive information seekers, and conduits for the Virginia Tech community. They are the group that helps to inform, support, and promote the efforts around InclusiveVT. The coordinators have been advocates for inclusion and diversity initiatives prior to their selection for this role in addition to their normal work responsibilities. The inclusion coordinators consist of six people from a variety of campus offices to bring different perspectives to InclusiveVT and provide faculty, staff, students, and community members a person to connect with for inclusion –and diversity-related activities.

Tricia said that she listens to students, but not exclusively, she actively seeks out their opinions, attends events, and takes feedback to the President’s Inclusion and Diversity Executive Council (PIDEC). Tricia said they also provide information about scaling and coordinating projects. She said the system is not perfect, but things are working.

Erika Meitner asked how the Inclusion Coordinators would be working with Dr. Menah Pratt-Clarke, if faculty have ideas, etc. Tricia said it would be the same as how they

interact with David Travis. Dr. Pratt-Clarke will be their supervisor. Brad Klein asked how the Inclusion Coordinators would be working with CEOD. Tricia said that Dr. Pratt-Clarke would have a seat on CEOD. David Travis said that Dr. Pratt-Clarke may answer some of these questions differently.

HR PRESENTATION ON MATERNITY POLICIES

Yohna Chambers from Human Resources provided information on current parental leave policies. She said that currently parental leave policies differ between faculty and staff. The formal parental leave for faculty side is 80 hours or 10 days for adoptions. For births it's equal to medical or sick leave. Yohna is currently talking to Dr. Jack Finney about expanding it, and investigating options within the State of Virginia, including leave sharing. Yohna reported that currently leave sharing exists for staff only. When an individual has run out of sick leave, they can request to participate in leave sharing. Yohna said this does not work in the same way for faculty, but they are working on ways to make it better.

Arianna Jensen-Wachspres asked why there was a significant difference for parents who adopt. Yohna responded that 10 days is paid, FMLA is 12 weeks of employment guarantee, but not paid. FMLA can be covered by annual or personal leave, but cannot be covered by sick leave if they are not sick. Yohna said they are looking at 12 weeks for paid parental leave. If two individuals work for the same organization, they split the 12 weeks between them. Yohna will keep CEOD informed of any changes on parental leave issues.

CAUCUS INCLUSION IN CEOD

Jennifer Nardine shared with member's letters of invitation that she had written to the caucus chairs: one for existing caucuses, and one for new caucuses. She said it would be astute to invite all caucuses to participate in CEOD currently. Mikhelle Taylor observed this change would be beneficial for the Native Caucus, and would like to see turnover happen as soon as possible to make sure the person who has most involvement with the community can represent.

Arianna Jensen-Wachspres asked if this was more about membership or expansion. She asked "is there a caucus coalition"? She observed positives and negatives, expansion may hinder effectiveness, and wondered how that would affect productivity. Mary Beth Dunkenberger responded that step one is coordination, step two is how we might eliminate duplicate seats. Brad Klein said this does not address the size of CEOD, and was unclear on how we define entities. He wondered whether any interest group could have a seat, religious groups, etc. Could there be a diversity coordinator representing all caucuses?

Sandra Muse offered that caucuses could be a committee of the commission. Laura Tollin agreed with Sandra, adding that the group would be more efficient if we limit the amount of seats and voices involved. Tricia Smith said we can only be excellent when every

person can be their full self. It is uniquely important for this commission to bring diversity to the table.

Jennifer Nardine said the membership group needs to convene. Mary Beth made the move that we send the letters, and a separate motion to charge the membership group to formalize. Raifu Durodoye asked if we are just inviting the caucuses to meetings. Jennifer said one other option would be just to send the second letter to all caucuses. She reminded of the motion on the table? Matt Chan seconded the motion.

Dean Paul Winistorfer said it was important to move forward, being stagnant doesn't help. The commission is more about communication through representation. How is the work being communicated by commission members? Mary Beth seconded the motion charging the membership group to present formal recommendations by the March meeting.

WORKING GROUP REPORTS

Deferred

EXTERNAL REPORTS

Deferred

NEW BUSINESS

Deferred

ADJOURNMENT

The meeting was adjourned at 12:10 p.m. The next meeting will be the Executive meeting on February 1, 2016 in the GLC Room D.

Respectfully Submitted,

Marcie Bishop
Recording Secretary, Commission on Equal Opportunity and Diversity

COMMISSION ON EQUAL OPPORTUNITY AND DIVERSITY
Executive Meeting – Monday November 16, 2015
11:00 a.m. – 12:00 p.m.
Graduate Life Center, Room B

Meeting Minutes

PRESENT: Tom Brown (for Patty Perillo), Mary Beth Dunkenberger, Raifu Durodoye, Sara Leftwich (for Jack Finney), Jennifer Nardine, David Travis Jr.

ABSENT: Karisa Moore (with notice)

GUESTS: Marcie Bishop, Patricia Smith

I. WELCOME

Chair Jennifer Nardine welcomed members.

II. NEW VPID – STEPS TO WELCOME, ETC.

Jennifer said that Dr. Menah Pratt-Clarke has been named Vice Provost for Inclusion and Diversity and Vice President for Strategic Affairs. She will start her new position on February 1st.

Mary Beth Dunkenberger has drafted a welcome letter for Dr. Pratt-Clarke's arrival.

III. CSA REPRESENTATIVE SOLUTION

Jennifer addressed concerns about not having CSA representation on CEOD. She said it was challenging to find someone, due to class schedules during meetings. She said one option would be to have the President of CSA take the seat and then send a proxy to the meetings. This discussion will continue and will need to be confirmed by all members.

IV. REQUEST FROM STUDENTS (CSA) FOR CEOD SUPPORT RE RELIGIOUS ABSENCES

The Commission on Student Affairs (CSA) reached out to Jennifer Nardine for CEOD's support in regards to professor's not allowing students to leave class in observance of their religious and ethnic holiday. The student suggested that CEOD write a co-resolution to University Council to solidify.

Dean Tom Brown reminded members that the policy was included in the Faculty Handbook and the Hokie Handbook. Tom said that the final call would be up to the faculty member, and in most cases they were very understanding. He said when conflicts do occur, students should notify their instructors in accordance with university policy. Students can always come back to Student Affairs for a letter of support if needed.

Jennifer Nardine said that at this point it is CSA's responsibility to recommend specific changes before CEOD takes further steps.

V. STEPS RE ADOPTIVE PARENT ISSUES

Sara Leftwich shared with members that Dr. Jack Finney in the Provost office was handling discussions with Human Resources to consider a more uniform treatment in terms of leave for adoptive parents.

Jennifer Nardine will invite Yohna Chambers in Human Resources to visit CEOD in an upcoming meeting to talk about maternity leave. Members expressed that they would like to have better understanding of these issues.

VI. UPDATE ON WORKING GROUPS

Jennifer Nardine suggested drafting a resolution at the next CEOD meeting in regards to adding caucuses to CEOD membership. Jennifer named the eight formed caucus groups and will invite the caucuses to attend meetings.

Raifu Durodoye gave a brief update on the report working group. He said they were having trouble finding relevant ADA compliance & accessibility data. The group suggested that he contact the following individuals/units:

- Pam Vickers
- Michael Kutnak
- Student Support Services

The working group is now reviewing materials that are posted to the CEOD Scholar site.

Mary Beth Dunkenberger is waiting on the pay equity report to be released by the Provost Office. Sara Leftwich said that the report was upcoming.

Mary Beth asked if the results from the InclusiveVT Charrette Event that was held on November 5th at the Inn would be shared with CEOD. Jennifer Nardine will connect with the Provost Office to see what can and will be shared with the group.

VII. AGENDA DEVELOPMENT FOR FULL MEETING

1. Tricia Smith, an Inclusion Coordinator will talk about InclusiveVT and what they do
2. Possible talk by Yohna Chambers or other HR personnel will talk about maternity leave as it stands/possible changes
3. Notice to CEOD that Jennifer Nardine is inviting all caucuses to attend meetings
4. Notice to CEOD that Jennifer Nardine will be taking over leadership of the membership working group
5. Usual agenda items

VIII. MEETING ADJOURNMENT

The meeting was adjourned at 12:00 p.m. The next CEOD full meeting will be Monday December 7, 2015 at 10:30 a.m. in the GLC Room B.

Respectfully Submitted,

Marcie Bishop
Recording Secretary, Commission on Equal Opportunity and Diversity

**COMMISSION ON EQUAL OPPORTUNITY AND DIVERSITY
EXECUTIVE MEETING
MONDAY, FEBRUARY 1, 2016
11:00 am – 12:00 pm
GRADUATE LIFE CENTER ROOM D**

Meeting Minutes

PRESENT: Menah Pratt-Clarke, Mary Beth Dunkenberger, Raifu Durodoye, Karis Moore, Jennifer Nardine, David Travis Jr.

ABSENT: Tom Brown (for Patty Perillo), Sara Leftwich (for Jack Finney)

GUESTS: Marcie Bishop, Marcy Schnitzer

I. WELCOME

Chair Jennifer Nardine welcomed Dr. Menah Pratt-Clarke.

II. REVIEW OF MEETINGS WITH PRESIDENT SANDS

Jennifer said that the commission chairs met with President Sands on January 28th. She shared with members some of the things that were discussed.

The CEOD agenda is to continue changing membership to include caucuses and remove department-based representation. She said CEOD had already invited caucuses to attend the meetings.

Jennifer said that the Parental Leave issue was discussed. CEOD has already met with Human Resources to discuss discrepancy between live birth, adoptive, and other parental leave. CEOD will be putting forth a resolution or a request to Dr. Sands for an official report on status and deadlines for action.

To improve communication and coordination of efforts CEOD will be putting forth official request for inclusion in the President's Inclusion and Diversity Executive Council (PIDEC), and requesting regular communication with the Office of the Vice Provost for Inclusion and Diversity beyond CEOD meetings.

Jennifer said that Pay Equity was discussed. CEOD will be reviewing previous reports on pay equity, and will be requesting qualitative, rather than quantitative, assessment by external entity. The results of assessments would be included in the provost office report already requested.

III. REVIEW OF MEETING WITH REPORT GROUPS

Jennifer said she was working to find a new leader for the membership working group. Moving forward she will send out an email to new members for participation. Members

discussed the size of the commission, participation in meetings, and why people want to remain but not participate. Jennifer said we needed to be more transparent and more effective in the new structure. Dr. Pratt-Clark discussed some of the issues about CEOD membership, including action items, pathways conversation, boundaries, and affirmative action. She said a conversation could help bring critical issues to the forefront.

IV. **REQUESTS FOR VOLUNTEERS TO LEAD APPLICATION REVIEW FOR PRINCIPLES OF COMMUNITY AWARD**

Mary Beth Dunkenberger will take the lead in the application review process. The membership working group will assist.

The Office of the Executive Vice President and Provost sponsors the awards. There will be two awards, one for faculty, and one for staff. The CEOD will select the award recipients. They will receive a \$2000.00 cash prize at the Annual Faculty/Staff Award Ceremony.

V. **AGENDA DEVELOPMENT FOR FULL MEETING**

1. Membership to put forth one more resolution
2. Discuss Women's Caucus – Mary Beth Dunkenberger
3. Discuss action areas from Charrette results in November
4. Review what was gone over with President Sands for this semester
5. Campus more inclusive, climate more inclusive
6. Report Groups
7. Phase of membership changes on CEOD

The meeting was adjourned at 12:00 p.m. The next meeting will be the CEOD full meeting on Monday February 15th at 10:30 a.m. in the GLC Room B.

Respectfully Submitted,

Marcie Bishop
Recording Secretary, Commission on Equal Opportunity and Diversity