

UNIVERSITY COMMITTEE ON EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION
Minutes for September 7, 1995 Meeting

Present: D. Alexander, E. Braaten, C. Burger, E. Champagne, E. Creamer, K. Frazier, R. Giddings, J. Hiller, E. Holford, M. Holmes, P. Hyer, S. Margolis, K. Miller, L. Moore, C. Morton, R. Oderwald, J. Ohm, R. Rios, R. Scheckler, D. Scott, L. Scott-Webber, D. Sharp, R. Sumichrast, T. Sutphin, D. Travis, S. Trulove.

Call to order: Elyzabeth Holford called the meeting to order at 1:04 p.m.

Adoption of the agenda: The agenda was adopted as presented.

Introductions: Committee members introduced themselves. Holford explained to new delegates that resource members serve because of their dedication to EOAA issues and not through presidential appointment, and their contributions are keenly appreciated. Larry Moore was introduced as chair, having been selected by President Torgersen.

Summary reports from 1994-95 subcommittees: To provide background, Holford asked subcommittee chairs to briefly review their groups' accomplishments from last year. (For more detail, see minutes from April 12, 1995 meeting.) Pat Hyer described the Policy Subcommittee's two-year revision of the sexual harassment policy and their efforts to make it systematically known throughout the university.

Erin Champagne reported that Monitoring and Programming brought speaker Jane Elliott to campus to discuss racism. Regarding monitoring, a university member raised some issues before the EOAA Office, and the subcommittee drafted some responses.

Ellen Braaten said that the Diversity and Campus Climate Subcommittee listened to minority student groups that wished to make presentations before departments to heighten awareness and increase sensitivity in the faculty. They realized that constructing such a series was not feasible. It would be very difficult to find students able to devote the necessary time and consistent effort. Braaten said this year they will refine this concept by considering alternate means of communication (perhaps video). As another approach, Susan Trulove wrote articles for Spectrum on student diversity and will continue to do so this year.

No members of the Retention Subcommittee were present. They will be asked to review at the next meeting.

Subcommittee Reorganization: Moore wishes to reorganize the committee into two subcommittees and three project teams. (A handout describing the groups was distributed.) The Student Issues Subcommittee will address student recruitment and retention issues, and campus climate. Moore charged them to develop goals that can be addressed within the year. Co-chair Delores Scott said the group will have data on African American students because her dissertation is in this area; she asked if similar data on other groups is available or if the intent is to target African Americans. Moore said he will leave that to the subcommittees' discretion.

Moore wants the Policy and Planning Subcommittee to explore how policies and plans have been or are being implemented. He cited that departments are supposed to have affirmative action/diversity plans; but do they exist, and have they been evaluated? Braaten said the groups' charge sounded nebulous and asked if they were to specifically study these outlined plans. Holford replied that, as with Student Issues, the members' interests and awareness will determine their focus. Secondly, Braaten asked what process they would follow if they felt moved to make

a policy recommendation. Holford said if revision were their intention, they would go through the governance system.

Concerning project teams, Moore explained that he chose the topics of mentoring, publicity, and the university diversity fund because these activities are already underway at a few locations; he would like to make them university-wide. Carol Burger and Ron Giddings will co-chair the Mentoring Project as they are already involved in such programs. This team will train faculty and staff in the personal mentoring of undergraduates and help coordinate similar faculty and campus projects. They will utilize training models that are already in existence.

The Publicity Project will continue in the same vein as the Trulove articles.

Moore said the University Diversity Fund Project is intended to end the piecemeal approach to the solicitation of corporate and federal funding and replace it with a multiphased, unified commitment among all the colleges. The team itself will not raise money, but will work with University Development to better shape and package diversity programs.

Moore asked members if they thought the reorganization left out any important features of EOAA. Burger said faculty and staff retention is not addressed. Hyer responded that the limited focus on student retention might produce greater progress. Holford added that next meeting's report from the Retention Subcommittee should clarify the issue and suggest what aspects should be carried forward.

Susan Trulove and David Alexander proposed a subcommittee on faculty and staff issues, should those concerns not be co-opted by another group. Moore asked members to consider this for discussion at the next meeting.

Reaffirmation Statement of Commitment to Affirmative Action: Holford said that this summer volunteers from the committee drafted a reaffirmation statement at Provost Meszaros' request. The committee's consensus was favorable. They agreed that no substantive changes should be made, and that rewording it might dissipate its strong message. Meszaros has already approved it and will discuss it with President Torgersen. Should he agree, he will endorse it and the statement will be publicly proclaimed. Moore said when this occurs, it will be up to the committee to ensure that this commitment is actually being met.

Affirmative Action Awards: Holford discussed moving the awards process from spring to fall as too many events occur at the end of the academic year. Hyer asked that before a decision is made, Holford bring a draft of the awards' written material to the next meeting for committee review. Holford agreed, and noted that a few volunteers will be needed to review the nominations and select the recipients.

Other Business: Hyer mentioned that the 75th anniversary of the admission of women to Tech will be celebrated next spring. A steering committee is developing events for the weekend of March 1 - 3. One will be a banquet to recognize and honor the contributions of outstanding alumnae. Nomination forms have been mailed. Another event will be the official dedication of the new Women's Center at Price House.

Holford noted that Dr. Ronald Takaki, who is well known in the field of multiculturalism, will speak at Tech on November 8. He will speak to a class, attend a dinner, and make his public presentation. More information is forthcoming. Members are asked to publicize his visit.

Holford said she appreciates the members' participation in the committee, especially during these difficult times for EOAA issues and in the midst of the university's financial straits. Secondly, she remarked that the monitoring subcommittee is no longer needed because

the EOAA Office is submitting quarterly activity reports. She encourages members to share these with colleagues so they will know the office is operative and so others will recognize them as their EOAA representatives. She said these issues must be kept in the forefront of peoples' minds.

Adjournments: There being no further business, Chair Moore adjourned the meeting at 1:22 p.m.

Respectfully submitted,

Karen L. Poe EOAA Committee Secretary

Next meeting is Thursday, October 5, 1995 2:00 - 3:00 p.m. Conference Room G, Donaldson Brown

Reminder: Members are urged to join a subcommittee or project team

UNIVERSITY COMMITTEE ON EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION
Minutes for October 5, 1995 Meeting

Present: E. Braaten, R. Giddings, E. Holford, P. Hyer, L. Moore, R. Oderwald, L. Schaefermeyer, R. Scheckler, D. Scott, D. Sharp.

Call to order: Chair Larry Moore called the meeting to order at 2:03 p.m.

Adoption of the agenda: The agenda was adopted as presented.

Approval of the minutes: Minutes from the September 7, 1995 meeting were approved.

Delores Scott's presentation: Delores Scott gave a brief presentation of her dissertation findings, titled "Factors or Conditions that Contribute to the Academic Performance of African American Students at Virginia Tech." She used the university's ten years of quantitative data on this population in an effort to understand why African American students do not perform at the levels one would expect, given their entry characteristics. Accompanying material that closely followed her narration was distributed [and has been sent to absent members; copies are available at EOAA Office].

Scott began by saying that people have very different perceptions of student expectations and performance than what the data indicate. The overview of her presentation consisted of an African American student profile, assumptions, methodology, and findings. The factors she examined include personal commitments and attributes; parental, family and peer influences; white faculty attitudes; and the paucity of black faculty. Scott's report ended with her conclusions, recommendations and suggestions for future research. Rebecca Scheckler asked if these findings might generalize to other visible minorities, and Scott said that is a viable research topic. Giddings added Scott's study may be replicated with international students and students, regardless of race, who are in similar academic crisis.

Scott will act on her recommendation that parental involvement become an integral aspect of student support. In January (after grades are received) Academic Enrichment will travel to Roanoke, Richmond, Northern Virginia and Tidewater to meet with parents of students with less- than 2.2 QCA's to discuss future tactics. Additionally, she and Elyzabeth Holford are discussing a coping skills workshop for African American students. The preliminary plan is to take thirty students with low academic credentials on a retreat as a pilot study.

Scott said she and Ron Giddings are conducting focus groups with the affirmative action grant they received. African American students are asked about their experiences with Virginia Tech faculty, without the questions specifying black or white faculty. Giddings said the response has been enthusiastic, and illuminating incidents have been related, most of them attributable to ignorance or insensitivity. When the project is completed, Scott will turn the research over to the CEUT and they will develop faculty training sessions from it. Members suggested that a pamphlet and Spectrum article should result from this work.

Summary report from last year's Retention Subcommittee: Lynne Schaefermeyer reported that the group limited its focus to faculty and staff retention. Initially they surveyed deans, directors, and department heads about any retention plans in effect. Because the response was so low, they considered developing a checklist of proactive retention measures for department heads and supervisors to follow with new employees. Moreover, they discussed the need for a consistent, university-wide retention plan and discovered that such a model already

exists with money allocated toward it. They did a cost analysis of how much the university loses when retention efforts fail and faculty searches must be repeatedly undertaken. They resolved that retention activities are fiscally more efficient.

Moore asked if the committee should continue to examine faculty/staff issues. Schaefermeyer said that after conceiving their goals, they had no time left to complete them. Members agreed that faculty/staff retention is too big an issue, that the other subgroups coincide in some respects with it, and that such a subcommittee should not be constituted this year.

Subcommittee/Project Team assignments: Moore asked that each of the five subgroups decide what their specific objectives will be, and be prepared to discuss them at the November 7 meeting. Ellen Braaten said that each subgroup should concurrently construct a timeline.

Presentation of EOAA Office's quarterly report: Regarding faculty search processes, Holford noted that the number of exceptions to normal search procedures has risen, and she is concerned that the majority of hires are done without searches. Because hiring is so difficult now, one-year limited positions are common. Holford explained that most of these are instructors, research associates, and some postdoctorates. She also explained that restructuring positions are internal movements within colleges or departments. Last quarter there were more, and they were predominantly white male appointments. She is particularly aware of their potential for abuse.

Moore said department heads should be reminded that if they are hiring visiting professors or research scientists to work on grant proposals for more than one year's duration, they must go through the regular search procedure.

Affirmative Action Awards: Moore called for volunteers to sit on the judging panel for these awards. Most members present are already serving as co-chairs of subcommittees and project teams or were otherwise engaged. Moore said he will recruit volunteers from members not in attendance.

Adjournment: There being no further business, Chair Moore adjourned the meeting at 3:05 p.m.

Respectfully submitted,

Karen L. Poe EOAA Committee Secretary

Next meeting is Tuesday, November 7, 1995 3:00 - 4:00 p.m. Conference Room G, Donaldson Brown

UNIVERSITY COMMITTEE ON EQUAL OPPORTUNITY

AND AFFIRMATIVE ACTION

Minutes for November 7, 1995 Meeting

Present: D. Alexander, E. Creamer, M. Flynn, M. Holmes, P. Hyer, S. Margolis, K. Miller, L. Moore, R. Scheckler, L. Scott-Webber, T. Sutphin, B. Watford, Beth Fitzgerald for David Travis.

Call to order: Chair Larry Moore called the meeting to order at 3:06 p.m.

Adoption of the agenda: The agenda was adopted as presented.

Approval of the minutes: Minutes from the October 5, 1995, meeting were approved.

Reports from subcommittees and project teams: Co-chair Elizabeth Creamer reported that the Student Issues Subcommittee hadn't held their first meeting yet, but would do so next week. She said they plan to work in an area related to Delores Scott's dissertation on black student achievement, perhaps to examine ways to disseminate its findings.

Chair David Alexander said the Policy and Planning Subcommittee had also not met. Pat Hyer had suggested they study the recent Maryland court decision that race-conscious scholarships are unconstitutional and how it affects Virginia Tech. Bevelee Watford expressed interest, saying that last year she and others who were charged with distributing such scholarships relied on University General Counsel for direction on whether foundation money could legitimately be thus specified (Counsel said it could). She said the issue will come up again now that it has moved from a state to a Supreme Court decision, and Engineering and the other colleges would like a firm university resolution.

Chair Ron Giddings said the Mentoring Project Team hadn't held a meeting. Concerning his project (Faculty/Administrator Mentoring Program), he related that students who need assistance are a cross section of the student population and not characterized by a particular race or culture. Also, the mentoring program compensates for the poor guidance and feelings of rejection some students experience with their advisors. Roughly 85 students applied, but only 50 of them have been assigned mentors. Some mentors have undertaken more than one student. However, a serious shortage remains, and Ron stressed that new volunteers in a variety of academic fields are vital to the program's success. He said he can train the inexperienced; what is more important is that they see the value of the program.

Hyer said that Giddings needs a broker in every college, and as the EOAA Committee is composed of college representatives, he could utilize its members for this role. He said he doubted this would help--a few people already serve as brokers. He perceives the biggest problem to be an unwillingness to serve as mentors: letters calling for volunteers are sent to faculty and staff, but receive little response. Nonetheless, Moore said he wants to pursue the idea and asked if an e-mail appeal for volunteers would be useful. Watford proposed a more personal approach in which Giddings would tell brokers how many unmatched students he has so they can pursue mentors on an individual basis. This issue will be carried over to future meetings.

Moore read an update from the Publicity Project Team. They will develop an insert to appear in Spectrum in January. Tentative plans (provided they receive enough help in the actual writing) include articles on the 75th anniversary of women at Virginia Tech; all college diversity committees; campus multicultural organizations; and an announcement of summer minority student programs. Possibly, they may ask administrators to address the

importance of the diversity program and explain what they have done to promote it, and then publish the results.

No one from the University Diversity Fund Project Team was prepared to report on their activities. They had not met either.

Considering the inability of subgroups to meet, Creamer recommended the resumption next semester of the subgroups convening in the hour before the regular committee meeting. Members agreed. This will begin with the January 10 meeting (however, subgroups will meet in the hour after the December 5 meeting).

Affirmative Action Awards: Creamer announced she is seeking three members to meet once to evaluate the 13 nominations that were received. Tony Sutphin, Muriel Flynn, and Rebecca Scheckler volunteered.

Other Business: Sutphin raised the issue of electronic harassment. As a Staff Senator, he was made aware that a few people had received offensive materials on their computers. He reported it to EOAA Director Holford because such activity falls under the university harassment policy. She said it is covered, but Tech can't add the words "electronic " to the policy. She said it can be categorized as "written" harassment, and she feels the current policy is sufficient; to change it would involve a lengthy legal process. Sutphin said he wanted members to know claims are arising out of the electronic medium. Hyer remarked that the "acceptable use" policy is relevant to these situations, and violations are probably intentional because one must read and sign off on the policy before receiving a PID. She said it is also on the university mainframe and in the faculty handbook; Sutphin said staff computer classes emphasize user responsibility and accountability, so the policy is widely dispersed. Conversely, Scheckler said many faculty and staff don't receive formal computer training. Creamer said that with more instructors using listserves in their teaching, she wonders if they are advised to give their students these guidelines. Hyer said the committee might advise the Faculty Development Initiative to make this explicit in their training materials. Moore said the Policy and Planning Subcommittee should take the issue under advisement.

Adjournment: There being no further business, Chair Moore adjourned the meeting at 3:56 p.m. He urged subgroups to meet before the next meeting.

Respectfully submitted,

Karen L. Poe

EOAA Committee Secretary

Next meeting is Tuesday, December 5, 1995

10:00 - 11:00 a.m.

Appalachian and Blue Ridge Rooms

Donaldson Brown Hotel and Conference Center

UNIVERSITY COMMITTEE ON EQUAL OPPORTUNITY
AND AFFIRMATIVE ACTION
Minutes for December 5, 1995 Meeting

Present: D. Alexander, R. Giddings, J. Hiller, M. Holmes, P. Hyer, K. Miller, L. Moore, R. Oderwald, J. Ohm, B. Pendergrass, B. Pistner, R. Rios, L. Schaefermeyer, D. Scott, L. Scott-Webber, S. Foster (for A. Spencer), T. Sutphin, D. Travis, S. Trulove, B. Watford, D. Young.

Guest: Wyatt Sasser, Bill Saunders.

Call to order: Chair Larry Moore called the meeting to order at 10:05 a.m.

Adoption of the agenda: The agenda was adopted as presented.

Approval of the minutes: Minutes from the November 7, 1995 meeting were approved pending a revision concerning the Publicity Project Team: they will do a Spectrum insert in January only, not January and February; and their other plans for this year are still tentative.

Introduction of Bill Pistner: Pistner will serve as a new resource member. He is assistant director for human resources for Residential and Dining Programs and has worked for several community service agencies.

Reports from subcommittees and project teams: Ron Giddings (Mentoring Project Team) said 11 members of the College of Agriculture and Life Sciences and College of Forestry and Wildlife Resources participated in mentor training for the MANNERS program the previous week; seven have been placed. He said that most of the volunteers are male, while the majority of program students are female; he would like a more even ratio. Giddings spoke with Karen Bishop regarding the women's mentoring program, and she has agreed to work with 15 women in his program who are interested in science. On a related note, he announced that Academic Enrichment is preparing to conduct a weekend retreat (February 2) for 30 first and second-year African American students; it is designed to develop their skills and increase their chances for success at Tech and in career development.

Delores Scott reported that the Student Issues Subcommittee is tentatively proposing to do an academic advising workshop for faculty advisors in March. The topic will be special concerns in advising African American students.

Susan Trulove said the Publicity Project Team is still working to complete the articles for the January Spectrum insert. When she asked where the team could find information about the various across-campus diversity/affirmative action/mentoring programs, Moore suggested she contact Michele Holmes who is gathering such material for the university's Affirmative Action Plan. Also, he will give her a copy of the colleges' and units' annual reports on their diversity activities, which he received from the Provost's Office. Trulove said the team would appreciate any assistance in writing these pieces.

Policy and Planning Subcommittee: David Alexander said that he and Pat Hyer met with University General Counsel, the Scholarships and Financial Aid Office, and the Graduate School to discuss the University of Maryland decision that race-based scholarships are unconstitutional and its applicability to Tech. Counsel produced a 1993 Virginia statute that declares the same thing and is more relevant than the Maryland ruling. He said that obviously, SCHEV directives are in direct conflict with the statute and ruling, and furthermore, several programs on campus violate them; if compliance were adhered to, they would have to

terminate. Alexander said in his opinion, Tech should comply with the law but concurrently lobby to change it; ultimately the President and Board of Visitors will have to make a final policy decision.

Hyer said S&FA and most offices have expanded their state-funded programs to include all the federally recognized minorities. The Graduate School's minority assistantships are in greatest violation of the statute. They exclude Asians because there is a relative abundance of them in graduate school, and the assistantships are intended to aid the underrepresented groups. Hyer said there is concern that the programs will not have a meaningful impact if they are opened to Asians.

Bev Watford asked if the people running the possibly noncompliant programs have been notified or if an assessment has been initiated. Hyer said the subcommittee hasn't decided how to proceed; she wondered if they should offer advice to the Graduate School or be content in just raising the issue. Trulove suggested that SCHEV be contacted to explain their rationale for noncompliance; perhaps they are taking some kind of leadership in this or know of a statewide challenge to the law that Tech can join. The subcommittee will continue with this subject.

The University Diversity Fund Project Team did not report.

Electronic harassment: Bill Saunders spoke on the acceptable use policy and how the Computing Center handles complaints. The March 1995 edition of the policy, which will be revised because of recent gay bashing, was distributed. Saunders said that the issue puts the university in a difficult position, between defending freedom of speech and, as a state institution, being responsible for the appropriate use of public resources. He said their tactic is to wait quietly and carefully, to allow test cases to build at other institutions, and then modify accordingly. In the absence of legal precedence, they use the phone system and the U.S. Postal Service as metaphors for guidelines. The Computing Center will respond to a complaint with the most reasonable and least force. Incidents are handled case by case with the objective being to stop the offending behavior and keep parties safe. The Center speaks with complainants about procedures, implications, and desired resolutions. Formal, legal processes are avoided if possible. Usually a phone call from the proper authority will settle the problem. They work with any mechanism on campus that will most reasonably rectify the complaint with the least amount of complications. Half the student population is on the network; there have been about 200 complaints this past year; almost all are one-time occurrences.

In response to Tony Sutphin's question if faculty and staff are reprimanded differently than students, Saunders agreed they are. The Center asks departments to manage the situation just as they would if it were a verbal or written communication instead of electronic; the responsibility is left to them.

Saunders agreed with Rene Rios that behavior and conduct (and how they run afoul of university policies) are of greater importance than the message itself, i.e., it's not what you say, but how you say it. The university must avoid censoring the content because that involves the first amendment. But it may validly regulate against a hostile environment, inappropriate or unethical behavior, or the misuse of state resources.

Wyatt Sasser asked if the university distinguishes between e-mail and paper-written messages. Saunders said he doesn't see any difference; they are simply different mediums, but they face the same sanctions. Sasser also asked whether the sexual harassment policy or the acceptable use policy is preeminent in cases of electronic harassment. Saunders said, depending on the individual case, it could be any

combination of factors of the two. Spencer Foster noted that the Standards of Conduct and Performance that appear in the employee handbook are the most fundamental regulations.

Other Business: Chair Moore announced that the committee has accepted Carol Burger's resignation.

Adjournment: There being no further business, Chair Moore adjourned the meeting at 11:10 a.m.

Respectfully submitted,

Karen L. Poe
EOAA Committee Secretary

UNIVERSITY COMMITTEE ON EQUAL OPPORTUNITY
AND AFFIRMATIVE ACTION
Minutes for February 14, 1996 Meeting

Present: E. Champagne, E. Creamer, R. Giddings, P. Hyer, L. Moore, B. Pendergrass, B. Pistner, R. Rios, L. Schaefermeyer, R. Scheckler, D. Sharp, Spencer Foster (for A. Spencer), R. Sumichrast, D. Young.

Call to order: Chair Laurence Moore called the meeting to order at 4:05 p.m.

Adoption of the agenda: The agenda was modified in that the discussion "University's Handling of Sexual Assault Cases" will be carried over to the March 20, 1996 meeting.

Approval of the minutes: Minutes from the December 5, 1995 meeting were approved.

Announcement of Affirmative Action Award recipients: Elizabeth Creamer distributed a memo concerning the awards in which the selection criteria are discussed. The memo also contains three recommendations for changing the nomination process: that job descriptions be included to clarify that the nominee's efforts exceed the scope of assigned duties; that letters of support be required for documentation purposes; and that the nomination form contain Tech's nondiscrimination statement, and that each nomination address how the nominee is in compliance.

Members commented that job descriptions might not prove relevant enough for award purposes, they are not always accurate, they wouldn't be germane in the department/unit/college category, and they may not be readily available. Barbara Pendergrass said the nomination form should stipulate that the application materials address how the nominee's actions are above and beyond the call of duty. Moore asked that these suggestions be recorded and passed on to next year's selection committee.

Reports from subcommittees and project teams: Moore reported on the Publicity Project Team. He noted their insert in the January 18, 1996 issue of Spectrum. Two more will follow in February and March and will appear biannually starting next year. Pat Hyer asked if he had heard any negative responses; he has not, nor have other members. Moore wished to recognize for the record that the committee greatly appreciates Susan Trulove's efforts in producing these inserts.

Ron Giddings of the Mentoring Project Team spoke of his upcoming weekend retreat for 30 first and second-year African American students at risk of dropping out. Study skills, personal and career development, and networking will be stressed. This will be held the weekend of March 1 at the Hotel Roanoke. It will serve as a pilot for similar retention projects. On another note, Moore said Giddings has been working with the College of Agriculture in matching students with mentors. He urged committee members who represent colleges in need of a mentoring program to contact Giddings.

Foster said the Policy and Planning Subcommittee studied race-based financial aid. The State Council of Higher Education is in compliance as is Tech, except for a tuition waiver program for graduate students that excludes Asians. Hyer will discuss this with Martha Johnson and Len Peters. They are concerned that if it is opened to Asian engineering students, of which there are many, there won't be much money left for truly underrepresented minorities. Giddings asked if the state statute at issue applies to foundation money; Hyer said no, it does not affect privately funded programs.

Foster said they would like Elyzabeth Holford and Cathryn Goree to speak to them about Tech's sexual assault policy. The group feels residential advisors should receive some training in this area. Foster will ask Virginia Reilly, ADA Coordinator, and the ADA Executive Committee to consult on accessibility issues. And he may talk with Physical Plant about the obstruction of handicapped parking spaces during snow removal.

Creamer said the Student Issues Subcommittee is developing a series of workshops, with student input, to assist faculty in advising African American students. They have a video from the National Academic Advising Association which may be useful as a discussion base. In turn, they plan to videotape the workshops and present segments to the NAAA. The advising network will pilot the program this spring, and the subcommittee will enlist the network's suggestions for structuring it in ways that will reach faculty. Creamer said she will apply for an Affirmative Action Incentive Grant to do college training sessions.

The University Diversity Fund Project Team did not report.

EOAA Office annual report: Hyer asked Rene Rios about the Faculty Search Process Manual the office has published. He said it is a comprehensive booklet intended to outline procedures and guide faculty searches in a step-by-step manner, with accompanying slides. Holford and Michele Holmes will soon present these materials before department search committees. Moore asked if this training is mandatory. Rios said the office strongly recommends that departments experience it for their elucidation; regardless of their having the presentation, they still must heed the search procedures.

Moore said postdoctoral and research associate hires, i.e., restricted appointments, should be compelled to undertake more extensive searches. Pendergrass agreed, noting that some of these temporary positions become permanent without any minorities ever receiving consideration. Hyer responded that this would necessitate a policy change, since procedures don't require affirmative action searches for these situations; it would also require a greater expenditure of time and resources. Moore asked the Policy and Planning Subcommittee to investigate this and broach it with the EOAA Office at some later date.

Adjournment: There being no further business, Chair Moore adjourned the meeting at 4:55 p.m.

Respectfully submitted,

Karen L. Poe EOAA Committee Secretary

Next meeting is Wednesday, March 20, 1996 4:00 - 5:00 p.m.
Conference Room G, Donaldson Brown Hotel and Conference Center
Subcommittees and Project Teams meet 3:00 - 4:00 p.m.

UNIVERSITY COMMITTEE ON EQUAL OPPORTUNITY
AND AFFIRMATIVE ACTION
Minutes for March 20, 1996 Meeting

Present: E. Champagne, R. Giddings, E. Holford, P. Hyer, L. Moore, B. Pistner, C. Porter, R. Rios, L. Schaefermeyer, R. Scheckler, D. Scott, Spencer Foster (for A. Spencer), R. Sumichrast, D. Travis.

Call to order: Chair Laurence Moore called the meeting to order at 4:05 p.m.

Adoption of the agenda: The agenda was adopted as presented.

Approval of the minutes: Minutes from the February 14, 1996 meeting were approved.

Reports from subcommittees and project teams: For the Student Issues Subcommittee, Tammi Brown of Academic Enrichment announced an upcoming panel discussion that will counsel faculty, administrators, and staff on how to advise African-American students. Seven students from different colleges will speak of their experiences at Tech and offer suggestions on how to improve services. Delores Scott said that afterwards the panel will be evaluated and a model developed so this workshop can be presented once a semester over the next two years. It will be crafted to address the particularities of different academic disciplines. Moore proposed that next year a linkage be made between faculty advisors and African-American graduate students, especially students from primarily black institutions. Pat Hyer asked how we can get people to attend. Scott said the project is working with the academic advising network, and they have had successful turnouts in the past.

Hyer said the Policy and Planning Subcommittee did not meet before the meeting.

Ron Giddings of the Mentoring Project Team reported that group interviews are being held for students in the mentoring program. He said he has received positive feedback from those who are already participating.

Moore related that the Publicity Project Team will have its third insert in Spectrum this May; members may submit articles for inclusion. It will be a general issue with no certain theme.

No one reported on the University Diversity Fund Project Team. However, Moore said that for the project to be part of the university's major fund-raising efforts, it must be sold directly to President Torgersen. University Development is helping the group organize the proposal. Elyzabeth Holford asked that the project team bring it to the committee for review before it reaches Torgersen.

Faculty data: Hyer distributed handouts of the full-time tenure-track faculty data that appear in the annual Affirmative Action Plan (AAP). (Information on non-tenure track or administrative faculty can be found in her office.) These handouts include the Fall 1995 Workforce Analysis; Women and Minority Tenure Track Faculty, Fall 1995; Affirmative Action Goals; and racial and gender Diversity Five-Year Summaries by college. They reflect a census that is taken each fall. She said the demographics in the Workforce Analysis are most specific because they cross race and gender, i.e., the genders are not merged under race.

Hyer noted that we have slightly fewer women than in Fall 1994. Tech has lost faculty in the last year and hiring has been at a low rate. We have lost more men than women, but that is because more men are eligible for early retirement. Black faculty are a highly vulnerable population; their numbers have fluctuated over the years. The AAP establishes goals for tenure track, non-tenure track, and administrative faculty. Hyer described how the goals are derived: the current faculty profile is compared with the availability pool. For tenure track positions, the pool is the number of doctorates awarded nationally, in particular disciplines, during the years 1980-1988. Basically, the goals are the difference between what the labor pool offers and what Tech has. She said this year has seen the most significant decline in faculty numbers in five years, due to those who have departed via buyouts and reduced hiring.

Handling sexual assault cases at Virginia Tech: Holford offered to field general questions. Moore asked what the basic procedure is following an assault. Holford said the alleged victim has several options--to report it to the Tech Police or Donna Lisker in her capacity as Coordinator of Sexual Education, to ask the Dean of Students Office to arrange a university disciplinary hearing, to confer with the student counseling center, or to consult a private attorney. All campus contact sites encourage the student to file a criminal complaint; at no point does the student surrender this right. However, the university cannot force this. The decision and manner in which to go forward rest entirely with the aggrieved student.

She said if a university disciplinary proceeding is chosen, while it is a judicial process, it must be clear that it is not a civil or criminal court of law: it can only respond to violations of university policy. A hearing is quickly scheduled after a complaint is filed, which is a favorable aspect. The accused student has the choice of having the case heard by a student panel or by administrators. Sexual assault cases differ from others in that the aggrieved student may decide to be physically removed from sight of the accused during the hearing. Besides general training, hearing officers receive sexual assault training. Also, Tech ensures that both the genders and races of the parties are represented in the hearing officers. At any university disciplinary proceeding the students at issue may have anyone attend the hearing as an advisor, including an attorney, but such persons cannot speak on the record or ask questions. There are no rules of evidence, no sworn testimony, no prosecutor, and an investigation is not conducted--the hearing officers hear and attempt to reconcile the differing accounts.

Holford discussed and answered questions about appeals and the student judicial process, the student-right-to-know and the Campus Security Act, and provided substantive information on the Brzonkala case. She offered to speak with anyone having questions about these matters.

Adjournment: There being no further business, Chair Moore adjourned the meeting at 5:02 p.m.

Respectfully submitted,

Karen L. Poe
EOAA Committee Secretary

Next meeting is Wednesday, April 10, 1996
4:00 - 5:00 p.m.

Conference Room G, Donaldson Brown Hotel and Conference Center
Subcommittees and Project Teams meet 3:00 - 4:00 p.m.

UNIVERSITY COMMITTEE ON EQUAL OPPORTUNITY
AND AFFIRMATIVE ACTION
Minutes for April 10, 1996, Meeting

Present: M. Flynn, J. Hiller, E. Holford, M. Holmes, P. Hyer, M. Lee, L. Moore, R. Oderwald, B. Pendergrass, R. Rios, L. Schaefermeyer, R. Scheckler, D. Scott, Spencer Foster (for A. Spencer), Sheila Norman (for D. Travis), S. Trulove.

Call to order: Chair Laurence Moore called the meeting to order at 4:05 p.m.

Adoption of the agenda: The agenda was adopted as presented.

Approval of the minutes: Minutes from the March 20, 1996, meeting were approved.

Reports from subcommittees and project teams: Susan Trulove of the Publicity Project Team said their third and final Spectrum insert will appear May 9. It has no general theme, but spotlights several issues. Next year they may feature nontraditional older students; write of a typical day for a student in a wheelchair; interview Ann Spencer, Pat Hyer, and other administrators about their EOAA commitment; prompt awareness of disability accommodations; list diversity-oriented clubs; and examine campus statistics. For the record, Moore acknowledged and thanked Trulove for her valuable work on the inserts.

Policy and Planning did not report.

Student Issues: Delores Scott said the workshop "Advising as a Factor in the Academic Success of African-American Students" that was held in March went very well. She said there is more to address and recommended that the EOAA Committee continue the workshops in future semesters. Attendance was evenly divided between faculty and network advisors. Moore asked members to consider the workshop for their individual colleges.

Moore reported that Ron Gidding's Mentoring Project will resume next year. Another weekend retreat is planned for September. Moore encouraged members to identify students in need and steer them toward this project.

Richard Oderwald said the University Diversity Fund's goal is to facilitate contact and cooperation between units in the university that are developing minority programs; coordinate units in the university and potential granting agencies; serve as a central source of information for minority programs proposed and ongoing; and generate seed money outside of existing university budgets for the development of minority programs, scholarship funds, visiting speakers, etc. Presumably, it would operate under the auspices of the EOAA Committee. They spoke to University Development, which said it would have to be subsumed under its general capital campaign as UD wants to avoid competition within the university for funds, diffusion of effort, and deviation from the current campaign's timetable. The subcommittee will plan another strategy that will not be crosswise with UD. However, Janine Hiller thought the University Diversity Fund could be pursued if authorization were granted by Drs. Torgersen or Steger. Moore also suggested speaking with Dr. Torgersen and commented that if it were to become a part of the general campaign, it would at least identify diversity as one of the university's objectives.

EOAA Office quarterly report: Elyzabeth Holford distributed the report and noted an additional office effort: in November she was asked to

coordinate a sexual assault education project called SAFE (Sexual Assault Facts and Education). Initial targets for the ongoing program are the intact student groups--Athletics, Greek organizations, and the Corps of Cadets. Pilot sessions will be held, with the actual programs scheduled to begin this fall. She said about 18 people have volunteered to serve as facilitators, and they are preparing materials that are compatible for general use in residence hall and classroom education efforts.

Hyer asked how many people have undergone the office's sexual harassment training. Holford referred her to the EOAA Office Annual Report, which contains a calendar-year tally. Training has been conducted for a year and half now, and this year the academic units are catching up with the headway made with administrative units.

Adjournment: Moore thanked all members for their participation this year. He reminded those whose terms with the committee are expiring this year to find replacements who are enthusiastic about the issues. There being no further business, Chair Moore adjourned the meeting at 4:45 p.m.

Respectfully submitted,

Karen L. Poe
EOAA Committee Secretary

This was the last meeting of the academic year