Minority Affairs Meeting Minutes
Tuesday March 4, 2013

Attendees: MAC Members – Aki Hirose (Sociology); Philip Joseph (English); Douglas Krause (CAM); Denise Pan (Library); Craig Sisneros (Business), Charles Musiba (Anthropology); Ji Chen (Business); Kathleen Beatty (SPA).

Guests: Orlando Archibeque (Library); Brenda J. Allen (Diversity and Inclusion)

Meeting Minutes
1. Approval of February Minutes
   a. Minutes Approved.

2. MAC operating procedures & diversity plan
   a. Review two documents created by Rod Muth – 1) Organizing Principles for Faculty Assembly Diversity Committees and UCD Administrative Structures; 2) Suggestions for Standing Committee Organization, Goals, and Procedures for the Minority Affairs Committee.
      i. Concerns regarding the number of meetings for the Chair and Chair Elect:
         In the proposal, the Chair and Chair Elect attend four meetings a month – 1) MAC; 2) Faculty Assembly (FA); 3) FA Executive Committee, and 4) Diversity Advisory Committee.
      ii. What is the purpose of the Diversity Advisory Committee? Each diversity committee already attends Faculty Assembly and FA Executive Committee, and provides committee reports at those meeting. Can we streamline reporting structure?
      iii. Is there a need for all four Diversity Committees: Disabilities; Minority Affairs; Gay, Lesbian, Bisexual, Transgender, & Intersex; Women’s Issues? Would it be more sustainable to have one Diversity Committee? Could specific issues be addressed with a taskforce within the committee? Could we designate specific members of the committee to represent specific perspectives?
      iv. Clarification on “parallel system committees”? We know about the CU-System Ethnic Minority Affairs Committee are there others?
      v. Clarification on stipends for Chair? What is the amount (is equitable to the stipends for other committees)? Are there restrictions on stipends?
      vi. Concerns regarding focusing MAC’s responsibilities on faculty issues. We do not believe we can separate the recursive relationship between faculty and students. The charge should include faculty and student issues.
      vii. Does the term “minority” capture the purpose of the committee? Can we rename the committee? This is moot if we expand the charge and collapse the organization hierarchy to have one Diversity Committee. However, could the name be changed to “Diversity and Inclusion Committee”?

3. CU Denver Administrator Inclusion Dialogues Event Details, Guest: Dr. Brenda J. Allen
   a. Summary/Highlights document –
      i. Note the inclusion of the bullet: Questions about student focus groups conducted by MAC -- methodology, sample size, sample validity, reliability of data.
ii. No suggestions for revisions. The document can be distributed to individuals who have requested a summary of the event and to Faculty Assembly.

b. Brainstorming on next steps:
   i. Reviewed the suggestions from the Inclusion Dialogues for CU Administrators:
      • Focus on racial and ethnic diversity.
      • Engage faculty and staff on how to communicate on sensitive topics.
      • Help create more structure/infrastructure.
      • Create a template of standards for each department to achieve – may provide structure/guidance to move forward in communication.
      • Recommend improvements for faculty (including full-time and adjunct instructors) & staff development, reward (also considering tenure), and accountability for departments.
      • Report on what is happening now.

ii. Dr. Allen recommends that MAC identifies and prioritizes activities that could achieve more immediate outcomes.

iii. The suggestion “Create a template of standards for each department to achieve – may provide structure/guidance to move forward in communication” resonated the most. Strong interest in developing “templates” for advising students. Possible implementation could be:
      • MAC meets with different departments to conduct environmental scan on advising and identify best practices.
      • At these meetings, identify ways to get faculty more engaged with students, and promote existing University resources available to students.
      • Develop recommendations, as we are meeting with departments, on how they can increase student engagement.
      • Facilitate future conversations on how policies could be reconsidered to support students.

iv. Dr. Allen will identify if there has been other studies or initiatives on Student Advising.

4. Announcements from Office of Diversity and Inclusion
   a. CU System Diversity Summit -- April 23, 2013 8:30-noon at Double Tree hotel on Quebec Does MAC want a table? MAC could highlight past activities (e.g. Inclusion Dialogues), receive input on possibilities of new initiatives (Student Advising), and potentially recruit new members.
   b. Diversity Training Laboratory – Exact name and date to be determined. Purpose of the workshop is to develop “tools” to teach diversity, such as provide examples of activities and refine approaches.

Next Meeting: Tuesday April 2 at 10 a.m. in Auraria Library Friends Conference Room