Action Items:
- Fill out subcommittee survey!

Agenda:
1. Approval of Meeting Minutes
2. Message from Dean Graumlich
3. Updates from Terryl
4. Retreat and Action Plan
5. Subcommittee Survey
6. Discussion: Faculty Best Hiring Practices

Members Present (24):
Megan Rabone, Dean’s Office
Erika Harnett, ESS
Wendy Gibble, UW Botanic Gardens
Kyle Funakoshi, Advancement
Batoul Al-Sadi, Oceanography
Natalie Lowell, SAFS
Cait McHugh, SEFS/UW Botanic Gardens
Melissa Poe, WA Sea Grant
Cleo Woelfle-Erskine, CME A
Lauren Henaker, Advancement
Saba Saben, SEFS
Virginia Littell, ESS
Sierra Stewart, Dean’s Office
Johanna Goldman, Oceanography
Michelle Trudeau, SEFS
Rick Rupan, Oceanography
Rosalind Echols, Oceanography
Fritz Stahr, Oceanography
Karen Bumbaco, JISAO
Sandra Schumann, Dean’s Office
Claire Wainwright, SEFS
Brett Ramey, DDCSP
Megan Russell, Dean’s Office
Brian Tracey, Seattle MESA

11:04 Erika calls meeting to order
- Approval of minutes: Fritz calls to order, Rick seconds
  - Passes unanimously
11:06 Dean Lisa Graumlich talks about impact of culture study and plans for moving forward
- “What was the most surprising challenge in starting up the College of the Environment?”
  (not the obvious stuff like it was a recession, ESS didn’t know Ocean, etc)
- The degree to which we faced challenges around deep issues of diversity and inclusion (despite familiarity with feminism, pipeline issues)
- Her job as a dean was to listen, try to understand the problems better, and figure out what to do.
- “I was not really ready for that. The diversity committee has been an instrumental part of that.”

- **How do we think about the culture study/prioritization?**
  - Where were there low-hanging fruit? (do we just gather this up and forget about the harder stuff? Don’t want to forget about the harder, long term goals)
  - Terryl’s job is to figure out how to move this forward, key partner in Dean’s office: didn’t have this before.
  - Very poised to move forward on the recommendations of the culture study, but always going to be about a partnership. Diversity committee is really large because there are people from all the units, which allows us to both provide leadership but also share what’s going on in units.

- **Lisa’s Goals:**
  - **Revise charter** of this committee in light of the fact that we have Terryl now!
  - Work with Terryl and Lisa to **choose** which **topics** to focus on that have been brought to light in the culture study
    - Low hanging fruit is tempting, but there’s more to work on
  - Work with Terryl to conduct **unit diversity assessments** between now and end of the 2017-2018 academic year
  - **Earth Day 2020:** we want to be able to move the dial on making Earth Stewardship and inclusive and equitable endeavor. Earth Day is about people.

- **Audience questions for Lisa:**
  - Rick: do you still anticipate us acting in an advisory capacity to you?
    - Yes
  - Michelle: I was thinking about some of the low hanging fruit that also came up in my diversity committee, and some of them require no money, just policies/prioritizing. What about topics that don’t cost money?
    - It’s not about dollars, but it is about changing some long standing priorities and ways we think about “excellence”. As we think about priorities and what IS low hanging fruit, if it doesn’t cost money but it does mean changing culture around highly guarded institutional values is still not easy.
    - These kinds of topics present their own challenges because they may be more deeply rooted in culture and politics. We need to consider political/social capital vs. cash $$ when choosing topics to address in this committee.
    - What a diversity lens looks like on people’s scholarship and teaching is not always obvious to them. (i.e. just giving a lecture at a south Seattle high school. . . )
Melissa: Will there be some sort of systematic guidance to how we conduct diversity assessments? Will there be a letter from leadership to help get our units to buy in?
   - Yes and yes
Fritz: Do you have any ideas about how we measure whether we’ve been successful in moving the dial on making Earth Stewardship more equitable/inclusive?
   - Lisa would like our input on how we do this! Consider thinking about how much of the research that goes on in the College goes towards topics like Earth stewardship in marginalized communities (e.g. local tribes).
   - Look to examples in our College, i.e. MEA put in a proposal to the Provost bridging funds, partnering with Native American Studies for a position on Arctic wellness (vs. something more predictable/expected)

11:25 Terryl’s update:
   - Listening tour is almost finished, and he will present the results at the next meeting
   - Lot’s of positive, but not all of it. So much of what he’s hearing is good/exciting, want to do the work that the committee is doing.
   - Shoutout to Rick: he gives amazing tours of the work he does (Secretary’s note: and he does amazing work!)
   - Shoutout to Tyler Valentine, undergrad, ESS: wrote Diversity Blueprint for our college.
   - Prof. Kate Huntington at ESS Department Diversity Meeting 1/11: Countering Sexist Speech
      - Ask each unit to have a discussion about microaggressions
      - Keep tuned for one-pager on countering sexist speech
      - Example of a “teachable moment”, we will focus on these later
   - Unit diversity assessments are part of a bigger project to see how different groups (undergrads, alumns, etc.) view how units are doing in terms of diversity
      - The point is not to make anyone look/feel bad, just to get the jist of what’s going on.
      - Does your unit have a diversity statement?
      - What kind of training is going on?
      - Terryl will send along an example of what the assessments will look like
   - What fundraising projects/ideas do people have?
      - Funds for environmental justice as we work towards Earth Day 2020
      - MESA program has lost student involvement (now 200, down from 600) and needs help with recruitment!

11:33 Michelle on Conversation on Diversity
   - Schedule for 1/29 around noon, has 2 out of 3 panelists secured

11:36 Retreat and Action Plan
   - Seems like culture study is in fact a good place to start for setting up priorities, deliverables
   - Will send out doodle poll soon to decide when to have the retreat, location tbd
Fritz: Terryl, is the culture study on your “hit list” in terms of things to work on? (Wants us to take action on the suggestions therein, since they reflect voices of the community).
   - Terryl says that this is a collective effort
11:39 Subcommittee Comments
   - Karin: How do we balance establishing subcommittees and changing our charter?
     - Erika: May still be possible within that; want to use our time efficiently. Hope that there won’t be any conflicts and we can keep these two things working together.
11:42 Discussion: Faculty Hiring Best Practices
   - Start with SAFS “Diversity Hiring Tool Handout” as a place to jump off from in creating one-pagers
   - Audience questions:
     - Rick: Are the units required to have a document like this? Or is it up to the units themselves to choose whether or not to do so?
       - Lisa: It’s strongly articulated as an operating principle by the higher ups. Lisa and Terryl work with faculty hiring committees already to talk to them about diversity, but there are still ongoing issues with diversity that need to be addressed and worked on. “I’m not naive: I know stuff happens that is not optimal.” Vice Provost has a 30-page document on steps to be inclusive in new faculty search. Available on Vice Provost website and College website
     - Key points:
       - Providing our resources in multiple formats will help us reach the most people.
       - Keeping the stream of information coming will also help change the culture
       - Consider how we will include making hiring practices more accessible
     - Johanna: Are there guidelines for committees to write inclusive ads?
       - Yes. There are resources available online, but we need to make sure that hiring committees know about them and use them. Example of physical oceanography ad for faculty hire 2018 that did not seem very inclusive. A UW Bothell ad was used as comparison as an ad that made it very clear that an important part of the duty is environmental justice, working with the community, mentoring, etc.
       - Erika: There are also faculty members who are faculty hire ad reviewers that check for diversity and inclusion in the ad language. However, they often don’t have enough time to do so.
       - Lisa: Dean’s office is working on making it easier to have a system of checks and balances
       - Example of a SAFS ad that was very successful an attracted a diverse set of applicants. They needed a crab specialist and made an ad for a marine invertebrate ecologist. They didn’t limit their applicant pool by making the ad too specific.
- Terryl: Maybe have someone like a GSR on the committees where they’re not involved in the content, but are involved in the process.
- Megan (HR): Consider best practices vs. requirements and what that means for enforcing changes/improvements to ads
- Melissa: What are the opportunities that the Dean’s office has for intervention and checking?
  1. Hiring plan (Provost asks Dean, Dean asks units what their priorities are)
  2. Job ad is written and then it goes for approval through Academic and Human Resources (Lisa likes to use carrots and gentle guidelines)
- Megan (HR): they can extend the amount of time given to the faculty diversity committee for reviewing the ads. If they get feedback, they give it to the unit to make changes, and then take another look at the revised version before it goes to Academic HR
- When unit gives recommendation for hire, they also provide a statement on how diversity was part of the review process
- Keep diversity of thought in mind as well as diversity of people. Make sure that our ads reach a broader audience.
- Rick: If it’s going to say the College of the Environment, it should be a better, more concrete version like what Lisa read from an example posting. Are we putting money towards putting job ads out on affinity websites to make sure we’re getting it to places where it will be seen by more people? Avoiding hiring our own.
  - Terryl: Yes, we are.
- Wendy: Is there a way to have trainings available/required for people that are on hiring committees? Erika: Was that a part of the UW President’s goals for the UW?
  - Lisa: There is no policy or anything like that right now. The Dean’s office is currently doing more encouraging/nagging than actually being able to make people to focus more on diversity.

Megan R.: one week from tomorrow (1/20 a saturday!), Dean’s office is sponsoring an Equity 101 training for student leaders.