

TO: Tim Redman, Speaker of the Academic Senate
David Cordell, Secretary of the Academic Senate
FROM: Rashaunda Henderson, Chair, Committee for the Support of Diversity and Equity
DATE: October 6, 2015

**Committee for the Support of Diversity and Equity, 2014 - 2015
Annual Report**

1. The Committee for the Support of Diversity and Equity is a University-wide Standing Committee reporting directly to the President of The University of Texas at Dallas.

The Committee shall consist of (1) eleven faculty members (including members on the faculty of each of the seven Schools), (2) three academic administrators and (3) eight staff members representing the entire university. The Vice President for Diversity and Community Engagement shall serve as the Responsible University Official (RUO).

Faculty members include, Rashaunda Henderson (ECS) – Chair, Raul Rojas (BBS) – Vice Chair, David Ford (M), Sherri Li (EPPS), Kim Knight (AH), Asli Leblebicioglu (EPPS), Michelle Lockhart (SOM), Mandy Maguire (BBS), Meghna Sabharwal (EPPS), Erin Smith (IS) and Shilyh Warren (AH).

The academic administrators include Abby Kratz, Sherry Marek and Eloise Square.

The staff members include Yolande Evans, Misty Hawley, Carrilaine Schneckner, Daniel Hernandez, Letitia Andrews, Jane Shipman, Yue (Selina) Gu, and Harriett (DeAnn) Hegi.

The RUO is Dean George Fair.

2. The Committee for the Support of Diversity and Equity met four times during the academic year (November 20, January 14, April 9, and May 7). A meeting was scheduled for March 5, but was cancelled due to inclement weather. Shown below is the attendance of the committee members for 2014 – 2015.

Last Name	November 20	January 14	April 9	May 7
Fair	X	X	X	X
Henderson	X	X	X	X
Rojas		X	X	X
Ford				X
Li		X		X
Knight	X	X		X
Leblebicioglu	X		X	
Lockhart	X	X		
Maquire	X			
Sabharwal	X		X	X
Smith		X		X
Warren		X		X
Kratz			X	X
Marek	X			
Square	X	X	X	
Evans	X	X	X	X

Hawley	X	X	X	
Schneckner	X	X	X	
Hernandez		X	X	X
Andrews			X	
Shipman	X	X	X	X
Gu	X	X	X	X
Hegi			X	

3. The agendas for the four meetings are shown below with a short summary of the meeting.

November 20 Agenda

1. Committee History
2. Statistics on Faculty Ethnicity by School
3. Statistics on Faculty Gender by School
4. New Business
 - a. Part-time faculty
 - b. Staff
 - c. Other initiatives
 - d. Future Meetings

Guests Present – Dr. Emily Tobey and Mrs. Oralia Mendez (Dean Fair’s Administrative Assistant)
The overall goal of this meeting was to understand the committee history and determine areas of focus for 2014-2015. Dr. Tobey shared details about increasing diversity for faculty through the mentoring projects within the university and UT System. Dean Fair took the action to invite Lauren DeCillis to the meeting for a presentation on the childcare facility update. One item that came up in the discussions was the need to obtain the previous diversity climate survey and generate a new one.

January 14 Agenda

1. Approval of November 20 minutes
2. Remarks by Dean Fair
3. Guest Speaker: Lauren M. DeCillis, Director of the Galerstein Women’s Center
 - a. Childcare facility update
4. Old Business
5. New Business
6. Open Discussion
7. Wrap up
8. Adjournment

Guests Present – Dr. Emily Tobey, Mrs. Lauren M. DeCillis and Mrs. Oralia Mendez
The goal of this meeting was to understand the history and status of opening a campus childcare facility. Lauren DeCillis gave a brief history of the previous efforts to create a childcare facility at UT Dallas. It was mentioned that a RFQ process had begun to construct and operate an Early Childhood Education Day Care Center. Dr. Tobey discussed the upcoming plans to advertise UT Dallas in “The Chronicle of Higher Education”. The committee reviewed several diversity climate surveys from other universities and discussed how to generate one for UT Dallas.

April 9 Agenda

1. Approval of January 14 minutes
2. Remarks by Dean Fair and Dr. Henderson
3. Old Business

4. Climate Survey
5. New Business
6. Open Discussion
7. Wrap up
8. Adjournment

Guests – Oralia Mendez and James Dockery

This meeting focused on actual survey content. Prof. Sabharwal provided several surveys that were placed on the internal site box.com. One survey that seemed to fit within the committee's goals was generated by University of Maryland, College Park. Three subcommittees were formed for the pilot survey implementation:

Development – Meghna, Harriett (DeAnn), Letitia, Carrilaine, Abby

Marketing – Yolande, Misty, Daniel

Analysis – Asli, Raul, Eloise

Expected audience: Targeted audience of staff, faculty and students

Expected response rate: 25%

Distribution method – Individual emails, social media or sending by staff council districts

Expected release – Fall 2015 through Staff Council, Faculty Senate, Student Government and fraternity/sorority populations

Follow up actions on survey results: Results can be provided to the staff council, student government and faculty senate. The information can help determine if an external firm should administer a larger survey.

Actions:

1. Rashaunda to contact the University of Maryland Professor responsible for the climate survey – Prof. Jaeger to see if there were any conflicts to using similar questions.
2. Rashaunda to propose a timeline for conducting fall survey.
3. Letitia to generate University of Maryland survey in Qualtrics for our committee to take and provide feedback.
4. Rashaunda to give committee access to box.com to see reference surveys.
5. Committee to take survey that Letitia will generate.
6. Rashaunda, Raul, Abby, Dean Fair and Emily to try and locate old climate survey results.

May 7 Agenda

1. Approval of April 9 minutes,
2. Opening remarks
3. Committee accessing survey through Qualtrics
4. Comments about survey content
5. First draft of UT Dallas survey
6. Open discussion
7. Timeline
8. Wrap up
9. Adjournment

Guests - Oralia Mendez and James Dockery

Summary: The meeting focused on the content of the developed survey (by Letitia and Meghna) and the need to add questions pertaining to work life balance. An additional discussion ensued concerning utilizing an outside firm to construct the survey and if a team within the university could put it together.

Due to several committee members traveling, summer meetings were not planned.