APPROVED MINUTES
ADVISORY COMMITTEE ON DIVERSITY
May 8, 2003

Present: Pat Covey, Keith Ayers, Barbara Broome, Isabel Brown, Diane Dixon-Works, David Johnson, Hattie Myles, Shelton Perry, April Dupree-Taylor

Excused: Jeanne Maes, Harvey White

Guests: Bob Shearer, Jean Tucker

Minutes of February 27, 2003 were approved.

A hard copy of the Committee recommendations which were submitted earlier to President Moulton was distributed. The recommendations were developed electronically. All members had an opportunity to have input prior to final approval by the Committee.

The next agenda item discussed was the proposed mission statements. At the previous meeting, the committee discussed the proposed mission statements and then asked Dr. Covey to redraft with recommended changes. Dr. Covey stated that she reviewed the proposed mission statements and concluded that although they were all very good, she realized that there was no way the committee could hope to accomplish all of the goals and objectives incorporated into them. The committee agreed that we should not adopt a mission that we will not be able to carry through. It was also agreed that the mission statement should reflect the committee’s charge, which stated simply is that we will do whatever we can to facilitate the retention and hiring of African-American faculty and administrators. It was agreed that we would develop a draft “statement of philosophy” that incorporates a broader view of the goals and objectives. Dr. Covey’s motion that the following mission statement be adopted was seconded by Dr. David Johnson and unanimously accepted by the committee: The mission of the Advisory Committee on Diversity is to identify and to develop creative strategies and initiatives for facilitating the hiring and retention of African-American faculty and administrators. Dr. Barbara Broome agreed to draft a philosophy statement for committee consideration.

The committee agreed upon action items for 2003-04:

1. Development of a web-site for the purpose of communicating the committee’s mission and action items to the University community - Keith Ayers will work on this.

1. Develop strategies for achievement of key objectives and recommendations and make any additional recommendations to the President.
1. The Senior Vice President for Academic Affairs will meet with the college deans to discuss diversity issues and to reinforce the University’s commitment to increasing the number of African-American faculty and administrators.

1. The dean of the college will remind each search committee of the University’s goal of increasing the number of African-American faculty and administrators. Each search committee will be apprised of new policy concerning approval for interviewing additional candidates if they are African-American.

1. Each Vice President and Dean will develop strategies to provide annual progress reports on the hiring and retention of African-American faculty and administrators.

1. A host committee for recruiting African-American faculty and administrators will be appointed.

7. A job web-site will be developed showing positions available at the University.

8. The Advisory Committee on Diversity will be added to the Faculty Handbook.

Other action items suggested for consideration are:

• Conduct survey of campus for suggestions on recruitment and retention of African-American faculty and administrators. Dr. Johnson stated that the USA Polling Group could carry this out. It was suggested that the survey be done before strategies are developed in order to incorporate them. Dr. Covey suggested doing this in the Fall when all the faculty are back. Dr. Covey suggested Keith Nicholls help with designing the survey. The survey should be simple and in two stages with one stage being open-ended and then have a second stage where what was suggested be evaluated. Dr. Johnson will bring Dr. Keith Nicholls, Director of the USA Polling Group, to the next meeting.

• Diversity should be reflected in our public relations commercials. Keith Ayers stated they have tried and he believes we have been very proactive in reflecting a diverse student body and faculty.

• University Police should be involved with any diversity employee training. It was pointed out that the University Police have greatly improved in the last few years and have also become more diverse themselves. It was suggested that Paul Houlsen, Assistant Chief, be asked to assist in any training of awareness and diversity issues.

Keith Ayers asked Dr. Covey about tasking someone in particular to execute some of these issues. Dr. Covey feels that some of this can be absorbed by her office. The survey can be done first and then the committee can work out a strategy for executing plans to carry out the recommendations. This will be worked on in early Fall. In the meantime, Dr. Covey will work on items 3, 4, 5 and 6 and Keith Ayers will work on the web-site and the first two suggested action items. Barbara Broome will work on the philosophical statement.
Dr. Johnson asked about historical data on the percentage of the racial composition of faculty. Dr. Covey did not have historical data but did have and passed out the current racial composition of USA full-time faculty.

Dr. Covey distributed a copy of the Advisory Committee on Diversity Report submitted to the with the University’s Consent Decree Report to the United States District Court. Jean Tucker, University Attorney, stated that this report was not “mandated” but requested.

Dr. Covey asked their opinion on meeting during the summer - it was agreed the committee should meet later in the summer and review and follow-up on some of the action items. Dr. Covey stated she felt the committee should meet three or four times a year and work on progress reports and review things that need to be done.

It was asked how the money was being utilized so far. Dr. Covey said the University received around $135,000 and a good portion was used to fund Dr. Tim Beard’s salary and to pay for the costs associated with recruitment of that position (Dean of Students) and a portion was used to cover other African-American salaries. Jean Tucker said that the court had a form that had to be filled out (done by Al Yeager) showing the distribution of funds and that actually the University spent more money than was given.

Dr. Shearer suggested flowing some of this into the Long-Range Planning Committee which will probably meet in August or early September.

Keith Ayers stated his office does try to be consciousness to be sure all of their advertising and media promotions are diverse. He pointed out the articles on Dr. Velma Scantlebury, Dr. Regina Benjamin, Dr. Johnson Haynes, Dr. Tim Beard and others.

Dr. Shearer brought up Dr. Isabel Brown’s role on the committee. She was originally appointed because she was President of the Faculty Senate but there is now a new President. He felt that continuity was important and that the Faculty Senate just needed to be represented.

Dr. Covey thanked everyone for coming and welcomes their thoughts and ideas. The meeting adjourned at 3:00 p.m.