CALIFORNIA STATE UNIVERSITY, HAYWARD
FACULTY DIVERSITY AND EQUITY COMMITTEE

Minutes of the meeting of Wednesday, November 14, 2001

Approved

Members present: Colleen Fong, Patricia Guthrie, Greg Jennings, Charlotte Perry, Robert Phelps, Tom Roby, Eric Soares

Member absent: Lettie Ramirez

1. The meeting was called to order by Charlotte Perry at 2:50 PM

2. The agenda was approved: MSP with corrections.
   The committee decided to approve the minutes before they are electronically circulated to the University community.

3. Presentation of faculty data from PeopleSoft—Anna Powers
   Powers presented and explained several data forms: Applicant Personal Data in PeopleSoft, Employee Personal Data in PeopleSoft, Department Composition Report by Position, Candidate Summary Form by Position, Appointment Recommendation form by Position, and the Confidential Faculty Data. The committee had several concerns and questions about the Confidential Faculty Data, such as: ranking and selection of groups under ethnicity (within this category, who are the protected classes according to the Federal Government), the ordering of questions under disability/veteran status, and the wording of the Equal Opportunity Employer statement. The committee wants to know who created this form. Anna Powers will investigate this and Charlotte Perry will look into protected classes as defined by the Federal Government.

4. Report of the Chair
   The Chair distributed a packet delineating the best practices for Recruiting a Diverse Applicant Pool.

5. Subcommittee Reports
   a. Conducting a Faculty Survey of Hires 1989-1994 and Faculty Diversity Results (Fong, Phelps, Roby) A Diversity Survey draft was distributed.

6. Adjournment

Respectfully submitted,
Patricia Guthrie