CALIFORNIA STATE UNIVERSITY, HAYWARD
FACULTY DIVERSITY AND EQUITY COMMITTEE

Minutes of the meeting of Wednesday, December 12, 2001

Members present: Patricia Guthrie, Greg Jennings, Charlotte Perry, Robert Phelps, Lettie Ramirez, Eric Soares

Member absent: Colleen Fong, Tom Roby

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

2. The agenda was approved: MSP with corrections. It was decided that the minutes will go out electronically for corrections.

3. Chair’s Report

Lettie Ramirez and Charlotte Perry met with SEAS on November 17, 2001. Reps from Teacher Ed and Ed Psych attended the Best Practices Workshop for Recruiting a Diverse Applicant Pool. The presentation was well received with lots of questions and dialogue. Ed Leadership Search Committee members did not attend. Charlotte Perry has several sources for Ed Leadership to outreach for potential applicants.

The School of ALSS has received contact names of graduate directors for several of the Ph.D. programs at Howard University.

Info on a Ph.D. program in criminal justice at one of the CUNY campuses (High Hispanic enrollment) was sent to the search committee, the chair of dept. and Assoc. Dean Arreola.

The School of SEAS has received the names of the several HBCUs with doc programs in education and the URL for Hispanic Association of Colleges and Universities (HACU).

Charlotte Perry intends to continue to forward to specific search committees in the School of Science the doc programs in HBCUs and institutions with a high Hispanic enrollment.

The School of Business recently received approval to recruit for a position in Finance. Lettie Ramirez and Charlotte Perry need to make contact with them.
4. Recommendations for FDEC Subcommittee reports and work during Winter Quarter, 2002

Devote each meeting during Winter Quarter to discussions on one to two subcommittee topics. (note: This is a suggestive order, please feel free to change the order of discussion topics if you desire.)

Example:
Jan 2002 discuss tool for Faculty Survey of Hires
Feb 2002 discuss A Sample of Faculty Statistics from PeopleSoft
Mar 2002 discuss exit interviews and the decisions of the FAC on Faculty Search committees

Recommendations for Subcommittee Work during the Spring Quarter, 2002

Implement Faculty Survey of Hires during years 1989-1994. (full committee involved in survey process.)
Subcommittees make final oral/written report with recommendations to full FDEC
FDEC forward recommendations to Executive Committee of Academic Senate.

5. Meeting dates for Winter Quarter
Wednesday, January 9, 2:15-4 pm
Wednesday, February 13, 2:15-4 pm
Wednesday, March 13, 2:15-4 pm

6. Subcommittee Reports

A. Lettie Ramirez—there is no data available for Faculty Statistics from PeopleSoft.
B. Eric Soares has agreed to contact Sharon Green regarding exit interviews. She will be invited to give a short presentation to the FDEC committee. Greg Jennings reported that the School of Education does not administer exit interviews. Patricia Guthrie spoke with Gina Traversa and the Provost office has no exit interview either. Lettie Ramirez will contact other EOC coordinators in the system and find out if any of our sister institutions have developed exit interviews or surveys.
C. Eric Soares will meet with the chair of the Academic Senate to clarify the FDEC charge. He will further investigate a collaboration with FAC on policy and procedures for faculty searches.
D. Robert Phelps requested committee input and suggestions for the “Faculty Diversity Survey” Draft.

7. Adjournment

Respectfully Submitted,

Patricia Guthrie