

5-2-2018

## Consultative minutes 05/02/2018

Consultative Committee

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## Consultative Committee

### Meeting Minutes

Wednesday, May 2, 2018

8 a.m. Prairie Lounge

Members present: Ann DuHamel, Michelle Page, Sarah Buchanan, Janel Mendoza, Nancy, Helsper, Mike Cihak, Roger Wareham, Noah Pilugin

Absent: Elsie Wilson, Tiernan Lenius, Angela Stangl

Visiting new members for 2018-2019: Esmira Alieva, Margaret Kuchenreuther

Note taker: Noah Pilugin

Meeting called to order at 8:04AM

1. Introductions to meet new members
  - a. Quick overview of the committee and its role on campus for new members
2. Minutes
  - a. 4/25 and 5/2 minutes will be approved via email.
  - b. 4/11 and 4/18 minutes approved at 8:13AM
    - i. Discussion of particulars within the 4/18 minutes
3. Determine convener for Fall 2018
  - a. Call for volunteers
  - b. Nancy nominates Sarah and Angela
    - i. Angela unlikely to want to take up post as she did so last year and this year
    - ii. Janel volunteers to join Sarah as co-convener
  - c. Discussion about community hour only scheduling six meeting for fall semester
    - i. Obviously not enough meeting times considering the pace of work this year
    - ii. There will likely be more sub-committees helping fulfill the work of consultative. Might need a discussion about having more regular meetings in the fall. Historically Consultative has had fairly regular meetings in the past.
  - d. Janel and Sarah will be the conveners
4. Feedback on Assessment Committee's proposal
  - a. Please send any feedback ASAP
5. Report back to Campus Assembly after visit from Chancellor Behr and Vice-Chancellor Erikson
  - a. Discussion on draft blurb
    - i. Addition of the note to point campus towards Consultative minutes about the meeting
6. Project updates
  - a. Ticketing Software
    - i. No major updates on ticketing software

- ii. Overview and recap of the issue for new committee members
  - b. Transfer Students
    - i. Overview of the issue for the committee
    - ii. No updates as those members are not present
- 7. Summary of year's work and carry forward for the Fall
  - a. Report of reports is in the shared drive
  - b. Overview of the various visitors that have visited consultative
  - c. Overview of major accomplishments and work of the committee for the year
    - i. Discussion of campus strategic plan through following up on Campus Conversations
      - 1. Reviewed 2006 UMM Strategic Plan and 2014 Progress/Review Document
    - ii. Delivered Memo with proposal to compile staff and faculty exit interview data.
    - iii. Provided feedback on proposed Community Hour use to Steering
    - iv. Discussed issues of campus climate and communication as well as transparency on campus as well as the topic of white ally identity (topic brought to committee) and bias incident reporting lines.
    - v. Advocated for the timely reviews of administrators to be conducted at UMM with Human Resources
    - vi. Met with FCC (faculty consultative committee) representative to learn about what is being discussed at FCC and how UMM interests can be represented
    - vii. Discussed campus climate, communication, transparency, and budget challenges with the Chancellor; reiterated the need for administrative reviews to happen in an appropriate and timely manner.
    - viii. Consulted on proposal for changes to Commission on Women
    - ix. Consulted on proposal for creating Equity and Diversity Advocates on campus committees
    - x. Formed sub-group to look into issues with the campus ticketing software
    - xi. Formed sub-group to explore transfer student support and orientation
    - xii. Discussed academic personnel plan and a grant proposal with the Dean
    - xiii. Consulted about the job descriptions for NAAS.
  - d. Carry forward items for next year
    - i. Branding, marketing, etc. (related to enrollment)--meet with the new person
    - ii. Meet with new IT Director
    - iii. Interactions between Admissions and Academic Affairs
    - iv. Discussion of campus climate; Faculty and P&A Affairs Committee is doing a study/inventory; Bigger than the EDI office. Work with FPAAC? It was brought up that none of these entities represent staff and we would need to find a way to include them.
    - v. Assessment of impact of Writing for the Liberal Arts general education requirement
      - 1. Invite Janet Ericksen as VCAA & Dean to discuss process

- vi. Ask the administration for the results of the engagement survey
  - 1. We need to see *all* of it; All units need to see it; Should be shared campus wide so people have time to see the full picture and reflect on the data. How do staff see the data? (Some staff do not see the data at all.) Climate is not just EDI, but much more broad. This is a retention issue: faculty and staff morale affects students and their desire to stay. What do we think ought to be done with the data? These data are related to campus climate, with HLC, strategic visioning, budget cuts, etc. These points are all related and the engagement survey can shed light and provide data for these other initiatives. This centrality is why it needs to be communicated quickly and fully to campus. The survey itself needs to be revised. It has been changed over the years and now the questions are not asking about the issues that are important to faculty and staff. People are now writing full paragraphs to try and capture what their concerns are that are not asked about. Some staff are not responding because the survey does not help or change anything. It is a waste of time. Should we do one focused on just our campus, with specific questions based on our campus?
- vii. Investigate how the CC could serve as a clearing house for administrators' reviews so that employees can submit comments and feedback can do so anonymously.

Meeting adjourned at 9:03AM