**EIC Minutes 10/24/2017**

**3062 JHZ**

**Present: Anal Shah, Devereaux Butler, Grace Huizinga, Ian Arnold, John Bender, Joshua Sheffer, Josita Maouene, Katie Barnhart, Matt Schultz, Nabeeh Kandalaft, Thomas Willey, Lisa Perhamus, Jesse Bernal, Mary Albrecht (rep for provost), Chick Blue (ex-officio), Darren Walhof**

**Guests: Casey Thelenwood,**

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| **Topic**  | **Discussion** | **Action/Decision** |
| **Review and approve 10/10/2017 minutes** |  | Start approval process for minutes next week. |
| **Teach-In Updates** | --Discuss programs submitted by John Bender with 54 session presentations, 190 presenters --still looking for hosts, recruitment in progress--still awaiting response and visit from Sociology Department-- Special thanks to Krystal Vanden Bosch (Dean of Students office PSS) for  amount of work on all documents related to Teach-In.Program is out for faculty dissemination | Hosts: 15-20 hosts short, consider yourself and other to volunteer as a host (students may host).Twitter hashtag communication - Ian to follow-up. Collaborator requirement doesn’t make a distinction between undergrad or graduate student.  Potential change to include graduate students (need 2 min) being senior presenter. Clarify the faculty collaborator language. Add disclaimer on website. Consider, extra button on web site for selection of multiple site presentations. |
| **Parking Committee reminder** | -Parking Committee discussion on Nov 7th-Google Doc is posted for all EIC members to submit discussion items ahead of meeting time. |  |
| **New Business/AP Council** | AP positions,* not a clear line of promotion
* no clear guidelines for transparency with promotion
* equity issue
* climate study: 62% of staff responded, 37% disagreed with equitable salary issues (clarify)
* based heavily on the subjective opinion from supervisor in some departments
* HR response to this: “where does it end”, this has been an ongoing discussion in HR. Stay at departmental level and that this is not a equity level.
* what can the AP committee do about this.

Meeting with, representative(s) from the AP Council (see document send by John Bender/, prepared by Joshua Stickney)Investigate other university structures for AP staffCommunication with departments and colleges to reiterate the importance of clear advancement/goals for AP staff.HR to consider clear job descriptions for all positions | --AP Council reps have been asked to go back to the Council, and draft a report of AP Personnel policy recommendations that EIC may potentially share with the academic division--Dev (HRO) has asked for a copy of the working draft report to be shared with him for comments and feedback to the AP Council.  *I would also ask that Jesse and Chick consider the same, if they would be willing and have the time.*  All of this feedback can help AP Council strengthen the recommendations as actionable items for the Deans.--AP Council reps bring their report to EIC for discussion, possible recommendations for revision, and/or possible approval to move on to ECS.  No set timeline on this, or the following step.--If EIC votes to move the Report on to ECS, I think the appropriate motion to put on the table for the voting members of the committee would be: “EIC recommends that ECS consider the AP Council Personnel Policy Report for dissemination to the Academic Deans (and College AP Supervisors?)”  I will also consult with Felix on this, to improve the way in which we get this information out to Academic Governance, and the Colleges. |
| **New Business/Faculty Diversity Award Nominations (ECS charge)** | --what kinds of awards to list (not just GVSU awards?)--create a calendar for nomination dates--created a subgroup to work out the first draft?  | Review at next meeting |
| **Accessibility Task Force** | Review Joshua’s draft of recommendation #5 “ATF Recommendation #5, reworded as a continuous charge/responsibility of EIC:EIC will review the status and completion of projects listed as “Works currently in progress” on pages 7 & 8 of the University Academic Senate Accessibility Taskforce final report, dated March 17, 2017. This includes seeking final versions of assessments, policy documents, and data analysis of those projects. EIC will regularly review whether further surveys of faculty and staff are needed in light of representation on the committee.” | Adopt the “rolling charge” change to be submitted to ECS.John Bender motionGrace Huizinga secondAll approved |
| **Possible upcoming visits** | UAS Chair (Felix Ngassa) Provost (Maria Cimitile)Discuss items we may wish to ask in anticipation?  | Question/thought preparation for UAS chair and Provost visit:-Address E & I infrastructure within all colleges.-UCC and GEN Ed implementing E & I awareness and integration-Were in our evaluation criteria for employees at all levels, do we take into account accomplishment/adherence to equity and inclusion; *Dev Butler reminds us that for all AP and PSS classified staff, “cultural awareness” is one of the evaluation criteria at the yearly review, depending on the type of assessment used ( salary?)*--Where do we have a policy that mandates an equity and inclusion review of all new building plans or other space resource utilization?  *Discussion also upcoming in Downtown Social Justice Resources for Students*--For (diverse?) student recruitment and retention, where do we have equity and inclusion review of public awareness on campus, or curricular content?  *Reminded by committee faculty members that such curricular reviews already occur to varying degrees in the colleges, and that we would likely need to work with UCC and GenEd in terms of policy formulation.* |

Adjourned at 10:42AM

Submitted: Grace Huizinga