

**COMMITTEE ON DIVERSITY AND EQUITY (CODE)  
2014-2015**

Monday, October 20, 2014  
1:30-3:00pm  
Camellia Room, University Union

MINUTES

1. Call to Order

*The meeting was called to order at 1:35pm*

Attendance

*Voting Members:* Elvia Ramirez (Ethnic Studies), Phillip Akutsu (Psychology), Jude Antonyappan (Social Work), Michelle Foss-Snowden (Communication Studies), Rachael Gonzales (Teaching Credentials), Amber Gonzalez (Undergraduate Studies), Marlyn Jones (Criminal Justice), Joy Salvetti (Center for College and Career Readiness)

*Non-Voting Members:* William Bishop (HR), Ashley Patrini (ASI Education Director), Marie Torregrosa (Faculty Student Mentor Program, Director)

2. Assign note-taker for meeting minutes

*Assignment made.*

3. Approval of Agenda

*Motion. Amend the agenda to include presentation by Kathy Garcia (Faculty Senate) on Updated Charge of CODE*

*Motion carried unanimously.*

4. Kathy Garcia (Faculty Senate) Presentation – Update Charge

*Kathy discussed Faculty Senate's decision to inquire and update all Faculty Senate Committees and Subcommittees charge, membership, officers, operations, and committee meetings. Kathy presented Faculty Senate Chair's recommendations for CODE and requested that CODE send feedback before 10/20 so that Faculty Senate Executive Council can review and make recommendations at November 6, 2014 Faculty Senate meeting.*

*Discussion.*

*Motion. CODE needs additional time to review charge, membership, officers, operations, and committee meetings and is requesting an extension for review until November 17<sup>th</sup>, 2014.*

*Motion carried unanimously.*

5. Approve minutes from:

- a. 9/15/2014 (prepared by Akutsu)

- b. 10/06/2014 (prepared by R. Gonzales)

*Minutes (9/15/2014 and 10/06/2014) received a first reading and recommendations were made for improvement. Minutes will be placed on the next agenda for second reading.*

6. Campus Climate Survey for Faculty – updates

*OIR reported (via email) that as of 10/20/2014 the survey has a 16.8% (n = 252) email response rate and a 67.4% (n = 170) completion rate (of those responding).*

*Motion: Request demographic information from OIR of those responding and of those completing, specifically the Colleges and Departments. In addition, request information as to whether incentives can be provided to those completing the survey (e.g. a raffle)*

*Motion carried unanimously.*

*Motion. Request OIR to send updated announcement to all faculty who have not completed the survey that CODE will develop*

*Motion carried unanimously.*

*Discussion: At 10/10/2014 the campus climate survey was announced during Faculty Senate open forum.*

- 7. Reports from Senate Executive Committee meetings
  - a. 10/7/2014 – Antonyappan (meeting cancelled)
  - b. 10/14/2014 – Akutsu

*It was reported that at the Faculty Senate Executive Committee meeting on 10/14/2014, members raised questions about the Fall 2014 Campus Climate Survey for Faculty.*

*Discussion.*

*Motion. CODE requested the Chair to seek information and clarification regarding those questions raised on 10/14/2014 at the Faculty Senate Executive Committee meeting.*

*Motion carried unanimously.*

- 8. All items remaining were tabled and meeting was adjourned at 2:45pm.

**2014-2015 CODE Meeting Schedule**

<b>Fall 2014</b>	<b>Spring 2015</b>
September 15	February 2, 16
October 6, 20	March 2, 16
November 3, 17	April 6, 20
December 1, 15	May 4, 18

