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California State University, San Bernardino

University Diversity Committee

Thursday, October 20, 2005

Present: Baeza, Brown, Carthen, Clark, Constant, Diaz, Murillo-Moyeda, Rice, Texeira, Torrez

Absent: Brotherton, Carswell, Daniels, Futch, Kakihara, Zhang

I. Approval of Minutes

Murillo-Moyeda noted a correction to IIIa – *the student club is a recognized student organization*. Constant noted a second correction to funding request – *instead of Clark stated – After discussion, the committee agreed*. Constant moved to approve the minutes with corrections noted. Murillo-Moyeda seconded. Motion passed.

II. Budget Report

Valencia reported funds were transferred to cover travel funds for previous diversity award recipients and funds for J. Briggs. Valencia reported e-mails were sent to past recipients who still had travel funds available, giving them deadlines to use the funds this academic year. Valencia also sent notices to this year's recipients with a deadline of May 1, 2006, and if they were unable to use their funds this year, they could request one extension.

III. Subcommittee Report

a. Event Funding

i. Communication Studies Request

Murillo-Moyeda presented a request for \$1,000 for an honorarium for Allison Wier. The subcommittee recommended approval. Texeira asked if the speaker could be available for a second presentation. Murillo-Moyeda will make the suggestion. Rice moved to approve. Texeira seconded. Motion approved.

ii. On-line Applications

Murillo-Moyeda met with Evan regarding the funding request. Murillo-Moyeda made the changes as recommended by UDC, which have already been completed.

b. Conversations on Diversity

Carthen stated the next subcommittee meeting is next Friday, at 1:30 pm. Carthen stated Human Resources is interested in co-sponsoring an event in February highlighting “Poetry of Courage.” Texeira stated Futch was also interested in co-sponsoring the event in February. Clark suggested the speakers come from a wide range of disciplines. Diaz said they could probably get ASI to co-sponsor the event along with sponsorship from fraternities and sororities. Murillo-Moyeda stated if it weren’t for the students, there would be a low turnout to these events. Carthen stated the directors need to promote the event to staff. Texeira suggested having staff select a time-period and splitting the office.

Carthen distributed sample diversity lapel pins that would be distributed to UDC members and presenters. Torrez moved to spend \$500 for the lapel pins. Diaz seconded. Motion approved.

c. Diversity Webpage

Valencia reported she posted the student assistant position on “bb” but had not received any applications. She suggested using the info techs in Undergraduate Studies, provided they can do the changes from their current work stations. Clark suggested another option would be to increase the hourly rate being offered in the job posting as a way of attracting a larger pool of applicants. Murillo-Moyeda moved to have Undergraduate Studies student info techs work on the UDC web page. They will be required to track their hours for the quarter and UDC will reimburse Undergraduate Studies at their hourly rate of \$10. Texeira seconded. Motion approved. [There is an update on this item which has probably overturned this outcome.]

IV. Diversity Training – Non-UDC Members

Murillo-Moyeda presented a request from C. Beeman for funding her training at NMCI. Beeman has received 1/3 funding from Human Resources and is working on securing 1/3 from her department and is requesting 1/3 from UDC. Murillo-Moyeda requested UDC sponsor 1/3 of her fund.

Clark said UDC has not established a budget for training for the AY and previously when UDC sponsored trainers, criteria were established for selecting who would be supported for the training. Clark felt the committee would need to re-establish those criteria. UDC also needs to determine how much training each trainer needs and if the needs of the campus are being met with the current number of trainers. Torrez said there was an incident where a UDC member received training but has never trained on-campus.

Clark stated based all the input he received from HR, the campus does not need additional trainers. Clark moved for UDC to offer the option for additional

training for non-UDC members who have previously been trained, i.e. existing trainers. Carthen seconded. Motion approved.

Clark stated in the past, individuals had to obtain 1/3 from their department, 1/3 Human Resources and 1/3 from UDC. Torrez suggested that Beeman be supported up to 50%. Murillo-Moyeda moved UDC fund 50% of the training cost for the non-UDC members to attend training if those trainers were in good standing. Torrez seconded. Motion approved. Butler, Fong, and Beeman are the three non-UDC members.

V. Diversity Award Winner

At the recent Diversity Award presentation, Dr. Karnig suggested that for the faculty award winners, UDC invite their dean and department chair and for staff, invite their supervisor and division vice-president. Clark would like UDC do this next year for the reception. Clark would also like the President to send out the request.

VI. New Business

Clark asked if UDC would like someone to come to a UDC meeting to discuss how faculty recruitment is done and where the announcements are posted.

Clark will sponsor lite refreshments at the next meeting.

Carthen moved to fund \$1800 for UDC shirts. Constant seconded. Motion approved.