AFFIRMATIVE ACTION ADVISORY COMMITTEE
MINUTES
April 4, 2011

Present: June Li, Imtiaz Moosa, Travis Tubre, Tarra Davies-Fox, Barbara Stinson, and Jennifer Borup, Chair

1. Minutes of December 8, 2010 meeting: Approved.

2. Agenda: Approved.

3. Review of sexual harassment information available to faculty/staff/students

The campus websites with information about sexual harassment include:

- Counseling Services. This site has information about sexual harassment on the job.
- Sociocultural. This site has a page entitled Sexual Assault and Sexual Harassment. There is really no information that helps students either understand what sexual harassment is or where to go for help.
- Student Roles and Responsibilities. This website has essentially the same information as Sociocultural.
- HR: Safe Workplace Policy. The site does not correctly identify where faculty/students should go for help if they are concerned about being sexually harassed.
- HR: Work Rules and Grievance Procedures. Information as to where to report—Office of Equity and Compliance
- Student Affairs, Forms and Publications. Again, information is about sexual assault
- UWRF Policy and Procedures for Students. Very specific information about the process of filing a complaint
- Housing: Conduct Policies and Procedures. Defines sexual harassment

Travis provided the committee with a very helpful description of how the prohibition of sexual harassment was codified. We talked about ways faculty, staff and students could be better informed about sexual harassment and what to do about it including information in course syllabi, information in the Falcon Daily, etc.

The conclusion of the committee was that there is inadequate and inconsistent information on sexual harassment, what it is and what to do about it, particularly for students. Andriel has begun work on identifying the inconsistencies and lack of information and will report back to the committee at the next meeting. Suggestion was made that a work group be established comprised of those responsible for disseminating information about sexual harassment, including person responsible for freshman orientation and first year experience. (Jennifer communicated this suggestion to Andriel, 4/4/2011)

4. Discussion about recruitment planning.

The evidence from a literature search on successful recruitment of a diverse faculty and staff makes it clear that the process begins well before the selection of a Search and Screen Committee. It begins when the faculty and staff understand the true purpose of affirmative action in hiring. Imtiaz expressed his concern about being forced to hire someone other than the best candidate in a search. Barbara articulated the purpose of affirmative action well as a process that assures a rich and diverse pool of applicants from which to choose the most qualified person.

The literature points out that an effective process can also proceed when the campus community understands the benefits of having a good diversity of faculty and staff. The evidence also suggests that
this kind of proactive process includes each department maintaining and nourishing strong relationships with institutions/organizations likely to increase access to a diverse pool of applicants.

The committee agreed that this proactive foundation for recruitment is something we want to work on. We will continue the conversation about how we can do this at the next meeting, hopefully sometime in April.

5. **Next meeting.** Jennifer will use Oracle to schedule the next meeting.

Respectfully submitted: Jennifer Borup, Chair