

## **DEI Task Force Meeting 2/14/19**

Present: Eric Hilton, DaNika Robinson, Will Benton, Rochelle Seitz, Laur Ferris, Emily Hein, Jeff Shields

Absent: Tricia Thibodeau

### **Follow up Discussion on the Search Committee Diversity Training**

Based on feedback from participants, these training sessions were generally well received. Some comments included that this should be required of all faculty, and participants wished that it happened earlier in the process (for this particular search)

This discussion led to more general questions regarding diversity training, including the use of incentives (or penalties) for ensuring training is completed. Also, the distinction was made between Base Training (e.g., those modules completed within a set time frame – 2 months, for example – after hire) and Continued Training (e.g., something that can be tied to annual evaluation materials; can demonstration of diversity training be rewarded as a “meets expectations”; a question can be added to the self-evaluation report that would at least force this to be discussed during an employee’s evaluation).

### **Discussion of Diversity Plan Goals**

#### *Goal 1. Establish Diversity and Inclusion Committee.*

Although it was noted that an active Diversity and Inclusion Committee had successfully been formed, the actions of this committee have been somewhat isolated. Discussion focused on the ideal of enhanced communication between the VIMS Dive In committee with similar committees in other schools from across William & Mary. One possible model is to have a “super committee” that meets two times a year that includes two members from each school (e.g., Dive In chair and someone from Senior Administration), Chon Glover, and perhaps the Provost (or the Provost designee). The goal of these semiannual meetings would be to discuss activities across the university, with the goal of coordination between different groups.

#### *Goal 2. Enhance Awareness and Communication*

This was perceived as “low hanging fruit.” Specifically, there is a continued need to increase communication of diversity and inclusion issues, particularly at the department chair/center director level. It was noted that there is the perception that there is a communication chain in effect, but this chain is more often than not broken. The need to lead by example for issues of diversity was noted. For example, if Department Chairs and Senior Leadership regularly attend Dive In events, this can provide significant support for others to also attend. Also, providing continued diversity training specifically to VIMS Leadership and Board, perhaps as part of the VIMS Board Meeting activities, this may be helpful to this end.

If Diversity and Inclusion issues were incorporated into the performance plans, this could help heighten awareness (e.g., have a question “what are you doing to enhance diversity and equity in your department?”).

Regular training opportunities should be made available. Look to the Supervisor Institute as a potential source of training. If some sort of diversity training is expected as part of annual evaluations, the key will be to not make it difficult to find opportunities to fulfil this requirement.

Discussion of a regular (monthly, quarterly, etc.) Diversity Summit with Administration and leadership. This could take the form of an add on or a component of the Department Heads and Center Director's weekly meetings.

**DEI Task Force Meeting Agenda**  
**Thursday, February 21, 2019 at 10:00**  
**D/D Conference Room**

- 1) Review minutes of Feb 14 meeting
- 2) Report from DEI Task Force Chairs meeting (2/14)
- 3) Discuss VIMS Diversity Action Plan
  - Pick up from Goal 2 discussion and proceed through goals

**Meeting Goal**

- Discuss potential recommendations related to Goals 2, 3, and 4 (of 9) of the diversity plan.