

Meeting Minutes

Meeting Date: November 8, 2007

Location: University Union, Havasupai C

Present: David Forgues, Dina Barnese, Stan Clark, Karin VonKay, Terri Hayes, Jane Thompson, Tom Carpenter, Marcelle Coder, Eva Hatchner, Steve Saville, Robin Long

Ex Officio & Guests: Diane Verkest

Excused: Sharon Gorman, Susan Johnstad, Karla Brewster

1. Call to Order

Dina Barnese called the meeting to order at 8:30 AM

2. Diane Verkest

Diane discussed the proposal sponsored by Human Resources, Employee Assistance & Wellness, and Affirmative Action to reinstate an Ombuds office on campus. The Ombuds office would be a safe place for employees to go for services that might not be currently available at the employee services offices (HR, EAW, AA). This proposal is supported by the alternative dispute resolution committee's proposal for mediation services on campus. Deploying mediation services might be a function of the new Ombuds office. The proposal requested staffing of one ombudsperson and a program coordinator. Reporting for this office was not yet decided, reporting to the President or Susanna Maxwell are considerations. The alternative dispute resolution report will be complete and submitted by the end of November.

3. ITV Meeting

Harvey Charles, Vice Provost for International Affairs, agreed to speak at the December meeting. However, in order to hold this meeting on ITV the date and time has been changed to: **December 3, 2:00 p.m.** This meeting will replace the normally scheduled December meeting. Dina will send invitation to all Service Professionals. Terri will solicit participation from statewide staff.

4. Future Topics

Rich Bowen will discuss transportation issues at the January meeting. Other topics discussed were:

- a tour or visit of the new conference center
- a presentation/visit from ASNAU to understand student issues on campus (Robin volunteered to help organize this meeting)
- information on leadership in energy and environmental design (LEED) including a tour of the ARD building

5. Member Resignation

Valerie Lundy has left the Bursar and taken on a new position with Sponsored Projects. She has resigned her position with SPAC. Jane Thompson, formerly an alternate member, has replaced her as a full member. Dina will distribute a card for Valerie at the next meeting.

6. Newsletter

Articles are on schedule to produce a newsletter the week of Thanksgiving.

7. Employee Mixer

The summer conference, now organized by Human Resources, will be held in February instead of May. The format will remain the same as it was last year. As a result of SPAC having a lesser role in this event the committee discussed a mixer or similar event some time in April.

This event would allow for a public presentation of the Outstanding Service Professional Award. The award itself was discussed. The committee sought clarity on what the award is intended to promote. It was suggested that Dave Finney be invited to the December meeting to review the award and its history.

The mixer would be an opportunity to discuss the role of SPAC, present the award, and possibly hear from the President. Tom Carpenter volunteered to chair a committee to plan for the event. Dina will book the rooms. Other members on the committee are: Robin, Stan, Jane, & Eva.

8. Treasurer

At an earlier meeting, a motion was passed to create the position of treasurer. However, it has since been discovered that the treasurer responsibilities fall to the vice chair. Therefore, David Forgues is no longer treasurer and Tom Carpenter will fulfill those duties.

9. Committee Reports

United Way of Northern Arizona received a grant of \$165,000 toward early childhood education. The childcare committee is hopeful that these new resources will increase awareness of the need for childcare on campus.

The brown bag committee will meet one time before the end of the term to plan for the Spring 2008 brown bags.

10. Service Professional Outreach

HR can provide SPAC with the name and contact information for all new service professionals on campus. It was suggested that members of SPAC reach out to these new service professionals and invite them to participate in meetings etc. Both phone and personal contact were discussed. Marcelle will get a list of all new SP from July 1 forward to help determine what type of contact is realistic.

11. Action Items

- Dina to invite all service professionals to the next meeting
- Terri to invite distance learning service professionals to the next meeting
- Dina to reserve room for April event
- Marcelle will solicit list of Service Professional

Meeting adjourned: 9:55 a.m.

Next meeting: December 3, 2:00 p.m. Location: Adel Math ITV Room

Respectfully submitted, Terri Hayes, Recording Secretary

Commission on Ethnic Diversity Report (Meeting on October 8, 2007)

Guest Speaker: Dr. Michael Stevenson, Dean of College of SBS)

Dr. Stevenson gave an informal presentation about how he as dean will address diversity in his college and at the university. Some of his goals as dean are as follows:

- Infuse issues related to diversity into the curriculum
- Careful supervision of the hiring process; intends to be proactive in developing a diverse of an applicant pool as he can find
- Promoting (and financially supporting) the Global Village, a Living and Learning Community at NAU.
 - Program will be officially approved this week
 - A residence hall has already been identified
 - Global Village will be ready for enrollment next fall
 - The idea behind the Global Village is to infuse and develop a global studies curriculum addressing ethnicity and nationality

Dr. Stevenson continued to define the Global Village. Incoming freshmen opt to live in this unique learning environment. Resident would be required to take two for-credit classes, a Global Village class and a Freshmen seminar. The advantages of living in a living and learning community are as follows:

- Allows students to opt into something that they want to experience
- Helps with retaining students since students have a connection to the university that they might not otherwise have
- Students leave campus with skills and ability to ask pertinent questions as related to the global community

Dr. Stevenson also encourages the open communication line between the CED and his office. He said, "We need to find a way to communicate often and productively - Both good and bad news - Individually or collectively."

Committee Reports

Each of the five committees (Recruitment and Retention, President's Awards, Membership and Marketing, Leadership and Diversity, Campus Climate) gave status reports on various projects and activities.

Dr. David Camacho, Associate Vice President for Diversity, also reported on the Cluster hiring proposal. He indicated that the governor wants to supplement increased funding to higher education but current legislature wants universities to give money back. This could negatively affect NAU's ability to support the cluster hiring initiative. Dr. Camacho also mentioned that NCA will be on campus and encouraged use to review the first 80



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pages of the self-study, which contains information about enhancing diversity at NAU.

Geeta Chowdray, CED executive board member, announced that City of Flagstaff Race Equality Week will begin on October 22nd. She highly recommends that we attend the presentation by Dr. Matthew Whittaker (ASU) at the City Hall on October 25th at 6:30 pm. He will be talking about civil rights in Arizona.

Dutifully submitted by Sharon Gorman, SPAC Liaison to CED, on October 9, 2007