

OHSU Diversity Advisory Council (Council)

MINUTES

NOVEMBER 26, 2007

1:00-3:00PM

HRC14D03

MEETING CALLED BY	Leslie Garcia
TYPE OF MEETING	All-Council
FACILITATORS	Leslie Garcia & Mariann Hyland
MINUTES BY	Verian Wedeking
ATTENDEES	Michael Axley, Phyllis Beemsterboer, Ella Booth, Lois Davis, Sima Desai, Leslie Garcia, Alison Grossblatt-Wait, Terri Harvath, Mariann Hyland, Denise Ingram, Jilma Meneses, Jeff Mike, Valeria Palmer, Renee Rice, Samia Saad, Linda Strahm, and Xuemei Wu

AGENDA TOPICS

APPROVAL OF MINUTES & MEMBER INTRODUCTIONS

MARIANN HYLAND

DISCUSSION	Council members briefly introduced themselves. The minutes from the October 29, 2007 meeting were reviewed and unanimously approved as presented.
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DIVERSITY & MULTICULTURAL AFFAIRS FUND UPDATE

Leslie Garcia

DISCUSSION	Leslie provided the Council with an update of the Diversity & Multicultural Affairs Fund. During this year's employee giving campaign the fund raised \$11,544.88. This amount will be matched by the University and used for student enrichment activities.
CONCLUSIONS	A subcommittee will be formed in the spring of 2008 to determine priorities and develop distribution policies.

DIVERSITY AWARD SUBCOMMITTEE

MARIANN HYLAND

DISCUSSION	Mariann presented a proposal to develop a diversity award to recognize people in the OHSU community for their commitment to promoting and embracing diversity. The formation of a subcommittee was called for to develop recommendations on a system of recognition that the DAC could present to President Robertson and the Executive Leadership Team (ELT).
CONCLUSIONS	Those who volunteered to participate in a subcommittee to develop the proposal for a diversity award included: Michael Axley, Denise Ingram, Sima Desai, and Mariann Hyland. Michael Axley volunteered to lead the subcommittee. The subcommittee will report back to the DAC at the next council meeting in January 2008.

UPDATE FROM DIVERSITY DEFINITION & BUSINESS CASE FOR DIVERSITY SUBCOMMITTEE

LESLIE GARCIA

DISCUSSION	<p>Alison Grossblatt-Wait presented the definition on behalf of the Diversity Definition Subcommittee. Based upon an extended conversation during the subcommittee meeting a definition of diversity was developed that incorporated previous comments from the DAC. After an explanation of the process and compromises made the definition was ratified as presented by consensus.</p> <p>Lois Davis, representing the Business Case for Diversity Subcommittee, presented the proposed business case for diversity to the Council. During the discussion the Council recommended the removal of "Oregonians" to reflect the larger community in which OHSU engages. Also noted were the changes in section 4 & 5 of grid of the business case to reflect the language changes made in the business case. The proposed business case was accepted by the Council, with the elimination of "Oregonians," as developed by the subcommittee. Some discussion occurred regarding alignment with OHSU's vision statement, which includes a reference to Oregonians, suggesting that some additional work may need to be done to eliminate the conflict that exists by eliminating the reference to Oregonians in our proposed business case statement.</p> <p>Please see attached document titled: Diversity_Definition_&_Business_Case_11-26-07.doc</p>
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CONCLUSIONS	<p>The diversity definition and business case will be presented to President Robertson and the ELT for their consideration. Mariann and Leslie will report back to the Council after President Robertson and the ELT's review.</p>
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DIVERSITY COUNCIL SUCCESS FACTORS

MARIANN HYLAND & LESLIE GARCIA

DISCUSSION	<p>Mariann lead the Council through a presentation titled Diversity Advisory Council Success Factors developed to identify strategies and tactics to ensure the effectiveness of a diversity council. Highlights from the presentation included:</p> <ul style="list-style-type: none"> • Understanding the role & limitations of the council • Development of group norms • Developing a plan with measurable objectives • Maintain focus • A clear selection & replacement process of members • Consistent external & internal communication <p>Leslie further discussed several challenges that a diversity council can encounter and how the DAC is taking a proactive approach to ensure the Council is prepared to meet these challenges.</p> <p>The Council was then assigned to four random teams to examine aspects of the foundation, team infrastructure, and operationalizing the initiative of the DAC.</p> <p>Comments from the teams regarding the foundation of the Council included:</p> <ul style="list-style-type: none"> • Institutional support for the DAC has been demonstrated, but has yet to be tested • There is a need to develop a communication network capable of reaching all departments and organizations throughout OHSU • Need to clarify roles and expectations of Council members
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	<ul style="list-style-type: none"> • Recruit those with a passion and commitment for promoting diversity to join the DAC • Increase support throughout OHSU for the DAC and its objectives • Increase administrative support and resources <p>Comments on the team infrastructure provided by the teams included:</p> <ul style="list-style-type: none"> • Strong team structure among the Council members is evident, but will need to be continually developed and supported • Need to develop ongoing training and education for the Council • Clear guidelines and consistent meetings have fostered a strong team infrastructure and focus among the Council • Working groups have been effective in accomplishing objectives and building team infrastructure. Developing more working groups and subcommittees is highly recommended • Increase communications regarding Council activities to both the larger OHSU community and between members - develop a strong communications network • Need to revisit ground rules (e.g., attendance policy) • Have members discuss diversity efforts in their departments and in the community to further expand the Council's knowledge and identify potential opportunities to work with partners and stakeholders • Create a mailing list (listserve) to encourage communication between Council members between meetings <p>Comments on operationalizing the initiative of the DAC provided by the teams included:</p> <ul style="list-style-type: none"> • Support from management for release time for DAC members has been good, but could be improved • Clear accountability for member has been established • Need to develop a strategic plan with measurable outcomes, clear objectives, and a process of evaluating progress towards set objectives • Develop skills necessary to empower DAC members to act as ambassadors to larger OHSU community • Further clarify the role of DAC members
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CONCLUSIONS	<p>Comments and suggestions will be reviewed and a process will be established to address the concerns expressed. An update will be provided at the next meeting.</p> <p>A subcommittee will be formed early next year to develop communications and web strategies for the DAC.</p>
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DEBRIEFING & NEXT STEPS MARIANN HYLAND & LESLIE GARCIA

DISCUSSION	<p>The process to develop a strategic plan for the DAC will begin in 2008. Mariann and Leslie will be meeting with the ELT to clarify core objectives and present the diversity definition and business case. An update will be provided to the DAC at the next meeting.</p>
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ANNOUNCEMENTS MARIANN HYLAND & LESLIE GARCIA

DISCUSSION	<p>The GALT Foundation has provided information regarding their services to provide, promote, and expand employment opportunities for individuals with</p>
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	<p>disabilities and other vocational barriers. Jeff Mike will explore the possibility of including the GALT Foundation on the Human Resource's list of Staffing Preferred Vendor List.</p> <p>Jeff Mike reported the first job and career exploration fair "Tapping Fresh Talent," sponsored by the Oregon Business Leadership Network (OBLN), was a great success. He recommended that the DAC explore partnering with the OBLN in future career fairs.</p> <p>It was also noted that the Portland Observer published the Education and Careers Special Edition on November 14th, 2007, with an editorial and half-page advertisement partially sponsored by the DAC featuring careers at OHSU.</p>
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NEXT MEETING	Monday, January 28, 1:15 – 3:15 pm, HRC 14D03
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