COMMITTEE ON EQUAL OPPORTUNITY
Francis Lu, MD, Chair

MINUTES
Meeting of October 3, 2005


ABSENT: B. Dong

GUEST: Sederia Badgett, Program Analyst, Faculty Search Committee Ambassador Program

The meeting of the Committee on Equal Opportunity (EQOP) was called to order by Chair Lu on Monday, October 3, 2005 at 10:04am. A quorum was present.

Approval of the September 12, 2005 Meeting Minutes
The minutes of the September 12, 2005 were approved with minor corrections.

Chair’s Report
No Report.

Discussion on Proposed Definition of Duties and Procedures for the EQOP Faculty Handbook
Oversight Subcommittee
Chair Lu and Tamara Maimon, Director, Office of the Academic Senate worked together to determine the initial procedures which the EQOP Faculty Handbook Oversight subcommittee would use to review issues that are submitted to the subcommittee. This process was submitted as memo to the EQOP for review (Attachment 1).

Chair Lu led the committee in a brief discussion on the changes that the committee would like to propose to the initial procedures that were generated. Members of the subcommittee raised concerns regarding the scope of the subcommittee’s authority and some of the processes that would be used to implement changes to the handbook. Chair Lu will take the suggestions generated by the subcommittee and revise the initial proposal submitted. Once the proposal is revised, Chair Lu will circulate the revisions to EQOP via the listserv for additional corrections and then resubmit the proposal to T. Maimon for review.

APM Subcommittee Report – Update on Implementation of APM 210, 240 and 245
Chair Lu gave a brief overview of the origins of APM 210, 240 and 245 as they relate to Affirmative Action Guidelines regarding Appointment and Promotion within the University of California. Chair Lu provided EQOP with a summary version of the changes to APM 210 (Attachment 2) and excel spreadsheets showing the Action Steps for Affirmative Action Recruitment and Retention of Faculty based on the University of
California Office of the President Affirmative Action Guidelines for the following categories: 1. Campus-level action steps 2. School-level action steps 3. Department-level action steps 4. Faculty-level action steps (Attachments 3 | 4 | 5 | 6 | 7). The spreadsheets list activities that are permissible under Proposition 209 and could be used to make a difference in terms of diversity on campus.

After a brief discussion on the implications of using these spreadsheets to direct the work of the subcommittee, EQOP agreed that the guidelines contained within the Excel spreadsheet provided a great template for the preliminary work of the subcommittee. Issues regarding campus accountability would be addressed as the subcommittee’s work proceeds.

The APM Subcommittee will continue to review these documents and identify changes to the mandates that would make the documents more campus specific. The proposed changes will be reviewed at the next EQOP meeting. Once approved, the Committee will forward the documents on for consideration at the December Coordinating Committee meeting.

**Update on EQOP Issues Submitted to the Coordinating Committee for Consideration**

**Communication from EQOP to Coordinating Committee**

Chair Lu has forwarded a Communication to the Coordinating Committee requesting that they discuss the Ambassador Program Progress report at the October 11, 2005 meeting (Attachment 8). The topic has been added to the agenda.

**Old Business**

**Update on EQOP Bylaw Amendment Incorporating Oversight of the Ambassador Program into the EQOP Duties**

Chair Lu briefly reviewed the Bylaw Amendment and Justification that has been forwarded on to the Committee on Rules and Jurisdiction seeking to incorporate the oversight of the Ambassador Program into the formal duties of EQOP as stated in the Divisional Bylaws (Attachment 9 | 10 | 11). EQOP briefly reviewed the document and made changes to the language in the original justification. The Bylaw Amendment and revised Justification will be resubmitted to Committee on Rules and Jurisdiction by the Senate Analyst.

**Update on Diversity Week**

Chair Lu circulated the Diversity Week schedule and provided an overview to the members of EQOP regarding the event’s planned for the week (Attachment 12).

**New Business**

EQOP would like to nominate H. Brody for the UCSF Martin Luther King Jr. Award. The award is given annually to “members of the campus community for promoting diversity and carrying out the ideals inspired by the late civil rights leader.” Chair Lu will contact T. Maimon to determine if and how EQOP can nominate H. Brody for this award. Chair Lu also asked members of the committee to begin to draft personal endorsements for H. Brody so that the nomination can be forwarded by the October 14, 2005 deadline.
# Committee on Equal Opportunity Attendance Record 2005-2006

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**X** = RSVP Attendance, **EX** = RSVP Absence, **ABS** = Absent (no RSVP)

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