

**iBio CDI Committee Meeting
April 28, 2023**

Present: Cathy Auger (chair), Tony Ives (scribe), Christopher Warneke, Arielle Link, James Vandenberg, Grace Wilkinson, Laura Monahan, Aaron Ragsdale, Julie Lindsey (visitor)

1. 2022 survey data On/Off boarding iBio employees (Lindsey)

Julie summarized issues surrounding on/off boarding. Onboarding is particularly individualistic for postdocs in labs. Beyond technical issues like visas and insurance, the onboarding is generally the responsibility of the lab head. Postdocs are only staff on paper and aren't treated like other staff. Staff get onboarding partners. Christopher suggested that we use a peer partner system. Grace said that this is what they do at CFL. iBioGO has a similar program for graduate students, as an opt-in possibility. For those who participate, it does help.

We will pursue implementing a postdoc peer-mentoring program in fall, 2023.

We also talked about mixing grad students and postdocs from different labs among offices within Birge. We tried this 20 years ago, and within 2 years everybody moved back to offices near labs. Still, there are many new faculty, so we could consider doing this again.

2. Staff climate survey actionable items (Monahan)

A subcommittee of Monahan, Vandenberg, and Ives addressed issues that arose from the UW-administered staff climate survey. They presented recommendations to the iBio Chair.

Proposed actionable items regarding the staff climate survey 2022

1. Encourage supervisors (or those handling finances) to discuss funding and budgets with those who are directly affected. The goal is to have a greater degree of transparency in decisions affecting resource allocation.
2. Discuss whether the Department can provide guidance on career planning, advancement, promotion, and raises. These issues are still unclear at the University level, but the Department could try to be more clear about those areas which they can affect, such as advancement within existing positions.
3. Make it known (put it on the website; discuss this at faculty, staff, and lab meetings) that the Chair of the Department is the first contact when there is a problem involving departmental climate, such as hostile or intimidating behavior.
4. Determine if there is a DEI resource officer at UW who could come and give a brief presentation at a staff meeting (similar to the Title IX presentation). In addition, make it known that a DEI office exists at UW-Madison and is accessible to everyone.
5. Encourage supervisors to acknowledge the extra work, committees, and projects that staff do outside of their primary duties. Potentially encourage staff to participate in these interdepartmental committees, as a way for them to meet other staff and build community.

We should also note that:

1. In general, our well-being at work and our satisfaction working at UW-Madison are higher than the University's average.
2. In general, iBio seems to be doing well with remote work policies and flexibility to balance work and life.

The CDI Committee discussed these items, and Julie provided updates:

#3. There are multiple paths for reporting different types of issues. The iBio Chair (Riters) is going to develop a roadmap for different types of situations.

#4. The CDI Committee should contact possible DEI resource officers about this in 2023-24.

#5. We acknowledged a lack of knowledge by faculty and staff about the job expectations that each other have. TTC, while helping to standardize staff positions, has also given less flexibility, as in some ways it pigeon-holes staff.

Christopher pointed out that the UW-Madison Shared Governance Committee has a statement saying that participating staff should not be penalized for time spent on this serviced. We should look at the text. The CDI Committee should investigate the statement and rules of the Shared Governance Committee as a possible model for iBio committees.

3. Diversity Fellowship update

Four recipients of the Simons Diversity Fellowship have been selected for this year, and Korri Burnett (grad student in Mary Halloran's lab) has been awarded a 50% TAship for summer 2023 to enhance the experience of the fellows.

4. Common room in Noland Hall Taskforce update (Vandenberg)

James summarized the plans for Noland 161/163. These involve putting a permanent wall between the two rooms, renovating the kitchen in 161, and updating 163 to serve as a hybrid space modeled after Birge 158. This would also involve updating AV equipment in 163.

5. Committee make up for next year

5a. Faculty co-chair

5b. Staff co-chair

5c. Members returning

Cathy and Tony will step down as co-chairs for 2023-24, although they will remain on the Committee to see current projects to completion.

A new faculty co-chair will be selected by the iBio Chair (Riters), and the new staff co-chair will be identified over the summer.

Cathy asked that staff members on the committee email the present co-chairs about their willingness to serve on this committee in 2023-24 and recommend any other staff members who might be willing to serve.

6. Additional discussion/updates/brainstorming new ideas

The topic areas from L&S DEI report would be a good place to start for discussion/brainstorming when we meet again in fall, 2023. Below is an abbreviated list that excludes some items iBio has already implemented.

Topics from the L&S DEI report

Inclusive Climate and Values

2. Regularly discussing DEI issues at unit meetings
3. Issuing a statement of support in response to diversity-related situations
4. Improving external communications to promote inclusivity (story focus, language, imagery, etc.)
5. Developing DEI website, Code of Conduct, or diversity statement for department website
7. Improving physical spaces to be more inclusive (creating gender-neutral bathrooms, highlighting diverse photos, etc.)
8. Developing a strategic diversity plan for unit
9. Incorporating a DEI requirement into activity reports, merit reviews, or performance reviews

Admissions, Recruitment, and Hiring

1. Incorporating inclusive recruitment practices in the search and screen process for hiring faculty/staff
2. Hiring or attempting to hire underrepresented faculty (Cluster Hire, TOP, or on own)
4. Attending minority outreach events and/or recruitment events
5. Actively recruiting underrepresented graduate students into the department
6. Including a diversity advocate in faculty or staff hiring committees
7. Actively recruiting underrepresented students into the major
8. Establishing relationships or partnerships with minority-serving institutions
9. Developing a dedicated program for diversifying graduate applicants

Retention

1. Supporting research on underrepresented communities
2. Developing programs, opportunities, fellowships, or support for underrepresented undergraduates
3. Successfully retaining underrepresented faculty or staff
4. Establishing affinity group/groups for underrepresented faculty, staff, or students
5. Developing programs, opportunities, fellowships, or support for underrepresented graduate students
6. Tenuring underrepresented faculty or improving tenuring and/or mentoring processes for underrepresented faculty
7. Offering professional development support for underrepresented faculty or staff