

SEPTEMBER AGENDA – September 29th, 2023 @ 1 PM

Attendees: Auger, Ives, Langwig, Lee, Vandenberg, Warneke, Wilkinson, Ehrlich

Action Items from Meeting Discussion

- Add committee mission statement and meeting minutes to iBio website - Cathy
- Follow up with Chair re: funding for Noland floor maps - Grace and Christopher
- Connect with Cole, dept IT, regarding hybrid meeting rooms - Christopher and Grace
- For the Simons Family Fellowship, consider making scholarship timeline, plan, other documentation for subcommittee this year to use in future years
- Ensure that iBio GO students know that meetings are open to all, where to find meeting minutes, contact information for chair - Cathy and Grace

Agenda Items

1. Brief review of committee charge, structure, and logistics (see guidelines in appendix)
 - a. Meetings open to all iBio community members
 - b. Reviewed the committee charge and lightly edited (see appendix)
2. L&S DEI Committee and upcoming initiatives
 - a. [L&S Diversity Forum](#) - Nov 14 & 15
 - b. [Latin Heritage Month Speaker](#) - Oct 4
 - c. LGBTQ Staff and Faculty Social - Oct 17
 - d. [Black Arts Matter](#) - Nov 8-12
3. Updates on continuing initiatives
 - a. **Accessibility Initiatives (Christopher and Grace)**
 - i. Commissioning signs for Noland akin to the new (in 2022) signs in Birge to make it easier to get around, next step is acquiring dept funds
 - ii. Gender inclusive restrooms
 1. Added in iBio research on fourth floor; can't be added to the campus map as building is not open to public
 2. Birge 4th floor restroom remains on hold until campus-level policy change is enacted that will better support our case for making this a gender inclusive bathroom
 - iii. Acquiring technology for hybrid meeting rooms in Birge and Noland; Cole working on cost estimates
 - b. **BREWS (David)**
 - i. Switching from lunch to end of day, happy hour type event
 - ii. Timeline for this year: soliciting members for the committee in October, applications for seminar in late fall, first seminar in January

- iii. Discussion: How can we help increase attendance?
 1. Make sure faculty are encouraging postdocs to attend
 2. When talking to faculty, tie to postdoc mentoring plan
 3. Survey the community on their interests in meeting times?
 4. Will continue this discussion at next meeting
- c. **Simons Family Fellowship (Tony and Cathy)**
 - i. Summer 2023 was the first year of expanded program, multiple students, on grad student RA.
 - ii. Opportunities for improvement include additional advertising to solicit a larger pool of applicants, rethinking in the RA role
 1. Have advertisement by the end of fall semester for bio courses? Also for BioHouse (connect through Maggie, John Pauli faculty lead), other learning communities
 2. Connect with departmental awards/scholarship committee - contact Julie Lindsey
 - iii. Funding of program in perpetuity, so continue to revise and advertise
 - iv. Tony and Cathy take the lead again this year, but not in the future (but Cathy will stay involved in advising team role); need to onboard new subcommittee members
- d. **Noland Hall Common Room update (James)**
 - i. Separate committee of Noland occupants leading the charge
 - ii. Working on furniture upgrade in Noland 163/161 to less bulky and hybrid meeting capabilities
 - iii. Idea to rearrange admin office space to create common space; would need furniture and equipment upgrade here as well
 - iv. Forthcoming survey about implementing these common room changes
- e. **Meeting transparency (Cathy)**
 - i. Meeting minutes on iBio website are being added (so close!)
 - ii. Suggestion to add our committee charge to the website as well
- f. **Birge common room update - Rm 124 (Cathy)**
 - i. Coordinating with Botany DEI committee for this project
 - ii. Currently a bookable room that is being used for lab meetings, may not be good for a common room (unbookable space)
 - iii. Birge 345 is also a bookable conference room, so traffic could be redirected to this space (potentially– need to investigate overlap in use)
- g. **Tutoring for Upward Bound in MMSD (Tony)**
 - i. Tony started piloting in Spring 2023
 - ii. Lined up 4 undergrad volunteers for tutoring at East High
 1. MMSD coordinator working on securing funding to make these non-volunteer positions
 2. Goal to make the tutoring effective and systematic for the students

- h. Action items for our committee out of discussions following release of the 2022 staff climate survey results last spring. ← [Tabled for discussion at next meeting](#)

4. New ideas and committee business

- a. Comment on departmental student hourly pay rate increase proposal from Spring 2023 (see notes in appendix) ← [Discussion scheduled for next meeting](#)
- b. There will be an admin team meet and greet with new/existing grad students in October with the goal to build into a recurring event - encourage attendance!
- c. LGBTQ shared governance
 - i. Dean and SSM health discontinued insurance support of some forms of gender affirming care
 - ii. Open enrollment season and health insurance options FAQ document to share with our department
- d. Monitor initiatives from state legislature that affect DEI initiatives on campus and in iBio

APPENDIX

Committee Charge and Guidelines [drafted Feb 2022, revised Sept 2023]

The mission of the UW IBio Climate, Diversity and Inclusivity (CDI) Committee, is to develop and implement specific plans to create an inclusive working and learning environment for all members of the UW IBio community. The UW IBio CDI Committee should 1) Work to promote an inclusive and equitable environment; 2) Continue relationships with other departments and staff within iBio to stay current and address new and ongoing concerns; 3) Present a summary of activities, at the end of each academic year, to support the preparation of the equity report required of the Department Chairperson.

Membership in the IBio CDI Committee should include one or more representatives from each of the following categories: faculty, academic staff, university staff, post docs, graduate students. Committee membership length will typically range from two to four years, depending upon individual appointments and preferences. When there is a vacancy on the Committee, the Department will issue an open call for volunteers. Appointment and approval of Committee members is the responsibility of the IBio Department Chairperson. All CDI Committee members are expected to participate in one or more small, actionable, working group.

Meetings of the CDI Committee should be regular during the academic year. Frequency and scheduling of regular meetings and formation of working groups be determined by the Committee. Working group meetings will be open to all Committee members. The agenda of regular meetings and the most recent meeting notes will be disseminated to the Department with the following faculty and staff meeting notes.