

## ERAC Committee Meeting January 2015 Minutes

**Committee Updates – *Please email or upload two-year plans if you have not yet done so.***

### **Campus Climate Committee – Brenda Bachman**

Campus Climate has a two-year plan in place. One of the goals for the year is to have a mixer with staff from ERAC/FSCN/CEC/Multicultural Affairs in May (no date confirmed). This mixer will most likely be held at the Goosey Gander. Clara said that she was going to come up with ice breakers and a topic of conversation.

### **Communications Committee – Bob Bruneio**

There is nothing new to report for the Communications Committee. They will meet this week to finalize the logo. For January, they are expected to hit the ground running again.

### **Events Committee – Glenn Strause**

Office of Financial Aid scheduled for a Knowledge @ Noon session Jan. 21. Personal training/ keeping healthy New Year's resolutions, Jan. 22. Pending: Ergonomics for February.

Iron Pigs will be June 20. Info for sales will be on website. Phantoms still contacting Glenn regarding booking another game. We are planning to wait a little while until we book another game.

### **REACH – Janice Stoudt**

Cohorts have been meeting. There is a joint cohort scheduled for the last Wednesday in January. So far we have had positive feedback from the groups. Everyone that is participating is very active and asking many questions.

### **Awards Committee – Yatin Karpe**

The Awards Committee announced that the nomination is open from February 20 - March 27. The timeline is posted online. There are two awards that ERAC will be handing out. Awards Committee is planning on meeting again before the windows of nominations open. The old website needs to be deactivated. Info to be on new website.

### **Liaison Committee – Travis Spencer**

No new news to report. Reminder: All members should update liaison form with meeting results. We talked briefly before the holidays about doing some sort of mixer so that we can all meet. Members expressed interest in social gathering.

### **Dr. Henry Odi – vice provost, Academic Diversity**

Dr. Odi is here based on conversations he had with Clara Buie, his ERAC liaison. Henry expressed interest in seeing ERAC take on an active role in the campus-wide discussion on diversity and inclusion. Henry shared that he has been at Lehigh for 27 years and in the early '90s chaired ERAC, so he sees great partnering potential with the committee.

“What is it that we are doing as a university regarding engagement and diversity?” Henry believes that, as an institution, we have continued to make progress, significant progress, but there's still much work to be done. Becoming a diverse and inclusive community is a journey toward institutional transformation that is ongoing. An institution undergoes constant change, which constantly affects various areas of diversity. Every year, Lehigh brings in approximately 1,200 first-year students and 75-100 new employees – faculty, non-exempt & exempt staff. We bring in 200-300 grad students and 5-7 new members of board of trustees. Lehigh is at the point where there is a great deal of work going on at a very high level. What do

we need to do to create a broader engagement? At the end of the day, it comes down to the people at Lehigh, including staff at all levels regardless of role. ERAC has a chance to be part of determining sustainable strategies.

Two current ideas:

1. A university-wide staff meeting. Is it a good idea/bad idea? Henry and senior leadership recognize that Lehigh has incredibly talented employees, faculty and students. Lehigh's senior officers have been discussing these ideas. About 70 people across the university were asked via email if a campus-wide staff meeting was a good idea or bad idea. The goal is to organize something for fall once President John Simon is here. Perhaps, ERAC could serve as a co-sponsor of the meeting with CEC.
2. A grass-roots effort to advance diversity and inclusion. Many departments / programs / organizations across campus have created working groups dedicated to diversity and inclusion allowing for broader engagement and participation. Currently, working groups comprised of exempt and non-exempt staff in each institutional unit are being created to find ways to improve the climate within their own unit and report to senior leadership. It's not just about diversity and inclusion; it's about staff morale and how to address the issues and give support for what groups need. Henry feels that ERAC can be useful in coordinating these efforts. He is looking to coordinate the various working groups and will begin meeting with the groups to assess purpose and progress.

This is not only a Lehigh issue, as the institution can be a bridge and bring the local community into the efforts for mutual benefits. As individual staff members and as a campus committee, ERAC members can play an important role in creating a climate for ourselves and others, making Lehigh a better place than what it was when we arrived.

### **Delicia Nahman, Sustainability Officer**

Delicia described the campus-wide assessment currently being conducted at Lehigh. It started last semester and will end within the next month or so. The Office of Sustainability is using STARS, a tracking system for higher education clients. The transparent reporting by a university leads to an overall rating. Delicia is asking for ERAC's assistance in the STARS section on governance because there are questions pertaining to staff. Carla will compile the answers for Delicia and get them to her after the next ERAC meeting. Prior to that, ERAC has requested a definition for "governance bodies." Delicia will send key definitions.

Following the survey completion and rating, Lehigh will use the results for continuing discussions about its sustainability performance. Three years ago Lehigh began the discussion about sustainability goals. At this three-year mark, the university will update its goals/plans. Once information becomes available, ERAC has been asked to help educate and encourage staff to participate in the university's sustainability goals. ERAC may want to consider having a liaison in the Office of Sustainability.

Randy brought up the example of hard-copy newspapers and brochures. Delicia explained that the overall goal is to address institutional integration into policies/programs. Learning more about what is mandated and what is cultural will allow staff members to become aware of sustainability issues across campus and how to make progress in their areas.

### **New Business Updates**

In February, a CEC representative will discuss the newly revised Harassment Policy and why it is so important for all employees to complete the online harassment training. All ERAC members should

complete the training and encourage those in their areas to do so as well. The University is requiring 100 percent compliance. Please encourage everyone to find to time to complete it. A new AVP of Human Resources is coming on board January 19. The executive committee will reach out to Chris Halladay and welcome him.

The ERAC elections process will begin in February. Start promoting it to those who would add to our membership. The February Spotlight article will focus on what it's like to be an ERAC member. Look for an email from Carla requesting article quotes. For elections, as was done last year, each ERAC member will be asked to nominate somebody.

If you are interested in being on the sesquicentennial committee please let Carla know. We also need to think about what next year's group is going to look like in terms of leadership. Morgan Nelson is currently transitioning to secretary. Per the bylaws, a member of this year's first-year group will become next year's vice chair with Bob Bruncio as chair. Feel free to contact any executive committee member if you have questions.

Day of Caring will occur again this semester. We may participate as a group in the activities that Anne Noon-Scaggs coordinates, or we can come up with something on our own. We had previously discussed ways for ERAC to get more involved in community outreach, and if we are interested in something for this semester, summer or fall, we should begin coordinating those efforts soon.

The next meeting will be held 10 a.m. – noon, Wednesday, February 11, UC Faculty Lounge East.

Meeting was adjourned at 11:40PM. Randy made the motion to adjourn; Janice seconded the motion.

Submitted by, Morgan Nelson, ERAC co-secretary