

MINUTES

CLAS Staff Council – regular monthly meeting

Wednesday, April 21st, 2021 - Zoom

[Zoom](#) Link

- I. Call to order
- II. Roll call
 - a. Present: Kathy Ford, Emma Kirk, Jen Knights, Amanda Jensen, Sandy Mast, Julie Ostrem, Carole Kern, Greta Sokoloff, Mark Fullenkamp, Jeremy Richardson, and George Hospodarsky; *ex officio* - Rebecca Kick Melia Pieper, and Heather Mineart. Guest(s): Cornelia Lang
- III. Approval of minutes: Motion to approve March minutes put forward by Fullenkamp. Motion seconded by Richardson. March minutes unanimously approved by council.
- IV. New Business
 - a. Meet the A.D.s – Cornelia Lang, Associate Dean for Undergraduate Education
AD Lang began her role as Associate Dean for Undergraduate Education in the summer of 2020. She began her career at Iowa in 2002 in the department of Physics and Astronomy. Teaching and working with undergraduates have always been a highlight for Lang and so it was not surprising that the AD position was very interesting to her. Lang has a broad vision for her AD role: 1). Emphasizing the importance of teaching to equate it with the heavy emphasis on research. 2). Add an experiential requirement for degree similar to [Tippie Rise](#) or [International Studies R.I.S.E.](#) 3). Departmental review of curriculum to make sure the best classes are being offered. 4). Establish and emphasize the importance of General Education courses.

Other task forces and pilot programs in progress – ACE Task Force for teaching evaluation. Looking for recommendations on getting better evaluations; Pilot program to ensure that introductory courses are accessible to URM and first gen students, currently working with 5 departments to assess equity and pathways to success. Ostrem asked AD Lang about pressure on undergraduates to take courses aligned with predetermined advance degree goals. AD Lang stated that advisors are critical in this process and that there needs to be a better way to search General Education requirements to find courses more aligned with career goals. Hospodarsky asked about what is happening to increase recruitment of undergraduates. AD Lang commented that there needs to be a focus on enrollment and recruiting will be essential like it has never been before. She stated that Admissions is responsible for recruiting and that recruiters work with individual departments to create recruitment materials and come up with recruitment plans. Kirk asked AD Lang to comment on her goals for the P3 funding for reconfiguring curriculum and course accessibility. The funding scope is for 18 months and the primary goal is to change the culture associated with introductory courses, especially in the sciences. They hope to elucidate what works well and identify barriers to student success so that they can provide a supportive structure moving forward. Mineart asked about interventions to help entering students who may have been adversely affected by the pandemic with respect to progress in learning and coursework. AD Lang said it is essential to remind instructors of 1st and 2nd year students to review syllabi with an eye

to barriers that students may have and consider their approach to teaching. Importantly, AD Lang in collaboration with the Office of Admissions and Academic Support and Retention has been working to create two sets of summer bridge materials for any students in math or chemistry in the Fall using Cares Act funding to allow students to have access to the Alex Math and Chemistry Modules. The University will purchase access to the review modules for any student enrolled in Math in the fall and all students enrolled in introductory Chemistry. The Math and Chemistry departments have designed online study tutorials for students to use during the summer to continue to review course content. Also, in May they University is hosting a symposium for K-12 science teachers who have been supporting students through the pandemic and they will have a dialogue with University introductory science course instructors to let them know what the students got through or struggled with this past year.

b. Election participation update

Not discussed.

c. DEI Committee update on Council DEI survey and Council DEI mission:

Fullenkamp updated the Council on the CLAS DEI Committee, especially the conversation had with Dean Sanders about College messaging and the goal to announce DEI priorities July 1 for next year's goals. Knights reminded councilors that the [CLAS DEI Action Plan](#) is available for review on the website and that feedback is always welcome and will be communicated back to the CLAS DEI Committee.

Knights discussed the DEI survey provided to all the councilors in advance of the meeting. Goal was to get a baseline for where CLAS staff council is for DEI training so we can set benchmarks for the entire council and for future councilors. One-third of councilors have earned a BUILD Certificate, three have Safe Zone Certificates. All councilors have taken at least one DEI training course. Fullenkamp mentioned it is not always clear what a course fulfills with respect to DEI certification. Knights says one goal is to make it clear what courses fulfill certificate requirements and where that information can be found and that it is important for CLAS Staff Council to be a resource for CLAS staff for that information.

d. Plan for May meeting

Will be discussed at May meeting.

e. Ex-Officio updates

- i. UI Staff Council –
- ii. HR –
- iii. ASG –

V. Committee updates

- a. Awards – 181 people participated in the CLAS Staff Recognition Ceremony. The committee is organizing door prize, longevity, “thank you” gift distribution. Over the summer the committee will work on a new budget proposal and has the goal to revamp the awards available to CLAS staff. There will be 2 new staff members joining the committee in the fall.

- b. Communications – We are continuing to work with the Education group to hopefully highlight some professional development opportunities in the summer as well as working with HR to figure out who might be able to access their website for updates.
- c. DEI – We are hoping to send out a short survey to council members for DEI on either Friday or Monday prior to the meeting, and then share the results and work on goal setting for the group going forward. Here is a draft of the survey:

https://uiowa.qualtrics.com/jfe/form/SV_3fmqZJq9KuVeZYG

Possibly talk with larger group about goals for DEI specific to council members having training—continue finding ways to recruit a more diverse membership? Also potentially add to update/monthly email something like: “If you haven’t earned certificate yet, here is the next available course...”

Reimagining Campus Safety Action Committee:

Is an initiative within the Division of Student Life. It is responsible for identifying strategies, tactics, and timelines for creating a campus community that supports the safety of all individuals, with particular attention to people who have traditionally experienced disproportionate harm from systems such as law enforcement.

<https://studentlife.uiowa.edu/initiatives/reimagining-campus-safety/>

Frequently Asked Questions (FAQ): <https://studentlife.uiowa.edu/initiatives/reimagining-campus-safety/frequently-asked-questions-%28faq%29/>

DEI Dates to Share:

- UI Diversity Catalyst Awards, April 21, 3:00-4:30 Hosted via Zoom
- For DEI events see <https://diversity.uiowa.edu/journey-unity-events>

Also, from Dean Sanders’ recent email:

“And I encourage you to take to take advantage of the excellent [workshops, trainings, and other DEI-related programs](#) that are available on our campus. We each must take responsibility for our personal journeys of learning and awareness when it comes to issues of race, ethnicity, gender, and other forms of diversity. These programs provide safe opportunities for self-examination and community-building.”

- d. Education – The education committee has reached out to Nic Arp about publicizing our Professional Development webpage and getting the word out about professional development opportunities.

Next meeting – May 19th, 2021