

PCAAD April 20, 2011

Attendance: M. Cascarano, J. Chern, M. Coleman Carter, M. Colón, C. Cottle, T. Dean, A. Desante, G. Giardinieri, A. Gomez, M. Green, R. Howell, A. Jeffers, L. Johns, R. Jones, D. Keiser, L. Lemley, A. McMath, C. Meneghin, B. Milton, D. Phillips-Clark, D. Ragin, D. Rodak, O. Rodriguez-Srednicki, R. Salomon, T. Seaboch, L. Smith, E. Thorpe, L. Torres, L. Whitaker, R. Williams, R. Young

I. **Welcome:**

Meneghin called meeting at 12:15 p.m.

Johns made a motion that the March 2011 minutes be approved; Lemley seconded. The March 2011 minutes were approved.

II. **Ongoing**

May Advance

The Advance will be on Tuesday, May 24th from 10:00 am to 2:00 pm, with the location to be confirmed. The agenda and location will be forwarded to the Commission as soon as possible. Agenda items will include the election of the Executive Committee, discussion regarding the issues list, and sub-committees meetings. Meneghin polled the group on setting up a Blackboard community for the sub-committees to use for follow-up between meetings.

Topics - Issues/Concerns for possible consideration for 2011-12

The Commission reviewed and discussed the list of submitted suggested topics. The list will be finalized by the Executive Committee and shared with the Commission. Meneghin reminded the members that the sub-committees may not be able to get to all of these issues and that we need to be realistic. The goal is to move in a positive, productive and constructive direction.

III. **Sub-Committees:**

Education

The Committee has drafted a Ph.D. Project announcement and it is being circulated to the Recruitment and Retention Committee for review.

Mentoring

The Committee will soon enter the focus group phase of its mentoring questionnaire. Mr. Matteis of Human Resources and Ms. Phillips-Clark of Information Technology will facilitate with the several groups. The

Committee plans to share a preliminary report regarding the results of the focus groups at the May Advance.

Recruitment and Retention

The Committee has communicated via email and is reviewing data from Human Resources. It continues to look at issues of promotion and retention. The Committee is also looking at student probation, suspension and dismissal data. The Admitted Student Questionnaire (ASQ) data is also being reviewed.

Sponsorship

The Committee did not have a formal update.

IV. Other

Meneghin announced the idea of utilizing Blackboard as a way of sharing documents and having discussions prior to a regular meeting. A formal meeting structure would still remain. The Commission agreed to use this application. Meneghin will request that Information Technology set up a preliminary Blackboard community, which the Commission will pilot for 2011-2012.

VI. Announcements

Affirmative Action Day

Meneghin reported that the Commission will explore resources to fund the fall event, with the proposed speaker, Soledad O'Brien. There is a possibility we will need off-campus sponsors. Ms. O'Brien as a choice has been well received.

Nominations Committee

Rodak, McMath and Salomon have agreed to serve on the Nominations Committee.

Advance Reminder

Every current and departing member was reminded to attend the May 24th Advance.

VII. Cottle motioned to adjourn the meeting; seconded by Jeffers; Meeting Adjourned at 1:15p.m.

Respectfully submitted by M. Colón