

P&A Consultative Committee (PACC)
October 26, 2017
Minutes of the Meeting

These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions or actions reported in these minutes represent the views of, nor are they binding on, the senate, the administration or the Board of Regents.

[**In these minutes:** Demo of and Consultation on Training on Responding to and Reporting Sexual Misconduct; Chair's Report; Subcommittee Reports; Committee Discussion]

PRESENT: Catherine St. Hill (chair), Connie Bongiorno, Mia Boos, Ety DeVeaux, Ann Hagen, Corinne Komor, Noelle Noonan, Julie Rashid, Ian Ringgenberg

1. Demo of and Consultation on Training on Responding to and Reporting Sexual Misconduct

Chair Catherine St. Hill called the meeting to order and welcomed Sofia Andersson-Stern, equal opportunity associate, Equal Opportunity and Affirmative Action (EOAA), and Boyd Kumher, chief compliance officer, Office for Institutional Compliance, who were present to demo the training module that is in development on responding to reports of sexual misconduct.

First, Andersson-Stern gave some background on the training and the rationale for the training. She reminded members that last year, President Eric Kaler announced the [President's Initiative to Prevent Sexual Misconduct](#). Preceding this announcement, the University and Student Senates approved a resolution asking the administration to require all University employees to complete training on responding to and reporting incidents of sexual misconduct. One aspect of the President's Initiative to Prevent Sexual Misconduct, therefore, is to require training of all faculty and staff. Most of the University's peer institutions require such training already, Marisam added. The president charged Senior Vice President for Finance and Operations Brian Burnett, Executive Vice President and Provost Karen Hanson, and former Vice President for Equity and Diversity Katrice Albert to oversee the creation of the training module. After receiving RFPs from five vendors, the committee selected [Everfi](#), the company that created the Haven training for students, which has been in use for some time. Andersson-Stern emphasized that the training can still be modified, and that they are gathering feedback from several stakeholders, including several senate committees, as well as system campuses.

Andersson-Stern then explained that there are two versions of the training, one for supervisors and the other for non-supervisors, and that she would be demoing the supervisor version. She also informed members that the preview would focus on Part II of a two-part training. Part I focuses on sexual harassment in the employment context. Andersson-Stern walked the committee through the second half of the training, which described what an employee should do if they learn about an incident of sexual misconduct. Material covered in the training included key terms, protections under Title IX, the effects of sexual misconduct on students, definition of consent, information about relationship violence and stalking, the role of the reporter,

confidentiality, etc. The training includes several interactive components such as case studies, scenarios, videos and quizzes in order to maximize learning.

Kumher explained that ULearn is being retired, and will be replaced using Canvas in January 2018. Beta-testing will occur in December 2017. The roll-out of the training will coincide with the launch of the new learning management system, and will happen in four cohorts, starting with 5% of the University's employee population, over 21 days. People will have about 180 days from the launch date with the first cohort to complete the training.

Etty DeVeaux asked whether the training was representative in terms of gender (of both victims and perpetrators), sexual identity and orientation, and Andersson-Stern said that it is. Hearing no further discussion, St. Hill thanked Andersson-Stern and Kumher, and they departed.

2. Chair's Report

Next, St. Hill gave her chair's report. She said that open discussion was piloted at last P&A senate meeting, and seemed to go well. The goal is to give senators a chance to get to know each other so that identifying possible candidates for chair-elect and subcommittee chairs will be easier. She also reported that PACC and Civil Service Consultative Committee leadership planned to visit the Crookston campus in the spring.

3. Subcommittee Reports

Next, St. Hill called for subcommittee chairs to give their subcommittee reports.

Communications

Ann Hagen, chair, Communications Subcommittee, said that the October newsletter was ready to go out. However, she said, she has been struggling to engage members of the subcommittee, few of whom have attended meetings or contributed to subcommittee work. Hagen said that she planned to meet with the Outreach Subcommittee co-chairs to talk about joining forces temporarily

Outreach

Outreach Subcommittee Co-Chair Mia Boos reported that the New Employee Orientations are well going well. The subcommittee continues to reach out to units with no representation and work on updating the welcome packet. They drafted Thank You letter for outgoing senators, as well as a Welcome letter to new P&A employees.

Professional Development & Recognition

Co-chairs Julie Rashid and Connie Bongiorno said that the November 2017 Brown Bag topic would be "Leading Up." The February topic will be communication across silos, featuring Amanda Costello.

Benefits & Compensation

Co-chairs Shannon Farrell and Corinne Komor said that they are struggling with how to manage the vast number of B&C members. They are contemplating splitting members up into smaller

work groups in order to maximize efficiency and make progress on the work plan, which is massive in the wake of the lifting of the Maintenance of Status Quo order.

4. Committee Discussion

St. Hill turned the conversation to a number of discussion points that she had enumerated in the agenda.

Possible Combining of the Outreach and Communications

As the two subcommittees have many overlapping goals, there has been discussion on whether to combine them. Hagen said that combining subcommittees requires approval of the P&A Senate only. Noelle Noonan wondered whether the goals will always overlap, or whether in the future the two subcommittees may have different goals. She said that while their goals may be similar, the subcommittees' approaches are different—Outreach focuses on engagement and relationship-building for Outreach, where Communications focuses on getting information out. DeVaux said she felt that Communications is the strategic arm of the P&A Senate, and asked what problem combining the two subcommittees would fix. She commented that all subcommittees struggle with lack of engagement from time to time. Ian Ringgenberg suggested changing how subcommittee membership is determined, such as implementing a cap on membership for each subcommittee, and ensuring that there are engaged members on each one. change how to do subcommittee assignments. Make sure there are engaged individuals on each committee; cap membership. In the interest of time, St. Hill requested that the discussion be continued in the future.

Debrief of Discussion Period at End of Last P&A Senate Meeting

St. Hill asked members for feedback on the discussion period at the end of the last P&A Senate meeting. Ringgenberg said that it was difficult to engage the system campuses-- where there was a larger group like in Duluth, discussion was possible, but when there are only one or two members present at a given site, discussion is difficult.

Discussion of Extending Chair's Term

St. Hill then turned the conversation to the idea of implementing a two-year term for the chair. DeVaux explained that she had suggested the idea, because even though she had begun her term with a decent understanding of the institutions, having worked at the University for 15 years, it took her six months to really learn the ropes as chair. She said that she had made it a point to include the chair-elect in as many conversations and activities as possible, to help orient her and to aid continuity, but that extending the chair's term to two years would allow the P&A Senate to be much more effective. She added that Colin Campbell, who chaired the Faculty Consultative Committee for two years, had also commented on how much more he was able to do in his second term. Members expressed concern about length of commitment if it were to be extended to four years (one as chair-elect, two as chair, and one as past chair). Hagen suggested talking to past chairs about this idea and the and question of whether to merge Outreach and Communications. Bongiorno said she felt strongly that the chair's term should be extended.

In the interest of time, St. Hill then adjourned the meeting.

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