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**Agenda**

**Faculty Affairs Committee Meeting**

December 11, 2017 11:30-12:30pm CP 206 C

DRAFT

1. Consent Agenda
   1. *Meeting material: November 13, 2017 Faculty Affairs Committee Minutes*
2. Chair’s Report and Discussion Items:
   * Teaching Assessment Policy Draft
   * Climate Survey Update
   * Non-competitive Hiring Policy
   * Diversity and Inclusion in Hiring Processes Update\*
   * Winter Quarter Meeting Schedule – *please come prepared with your winter teaching schedules, other time commitments, and/or calendars*
   * Adjourn

Other items?

* + *Childcare and Early Childhood Education*
  + *Parking for Faculty – Feedback and Ideas*
  + *UW Express Bus (#586) – Sound Transit / Pierce Transit*

\*From the Learning Times, Training & Development

**UW Tacoma to present Staff Diversity Hiring Workshop**

Presented by Norma E. Rodriquez, Ph.D.

*This 90-minute workshop coming in Winter and Spring Quarter includes:*

         What is the Staff Diversity Hiring Toolkit?

         Discussion on why the effort to diversify staff is important.

         Role of I-200 in the outreach process:  what are the allowed practices?

         Writing the job ad:  what are the parts of the job ad and how can diversity-related language is woven into each section?

         Job ad small group exercise:  given the parts of the ad identified above, how can UW Tacoma jobs be modified to better attract a broader applicant pool?

         Impact of implicit bias:  what is it and how is it experienced by each of us?

         Assessment rubric:  how can assessment rubrics are used to minimize the impact of implicit bias, and an assessment rubric small group exercise:  how to create an assessment rubric based on the job ad.

 This workshop will help hiring managers become familiar with the Toolkit, as well as think about proactive ways to diversify their applicant pools and to assess applicants, while remaining aware of the impact of implicit bias.