**College Climate Committee Meeting**

**10/5/16**

Present: Amy Glicken, Ryley Tegler, Erika Barrett, Nicole Bergier, Spencer Willis, Abby Lohr, Michael Tearne, Kim Barnes, Jean McClelland, Chris Tisch.

(Additional attendees at September meeting: Alicia Thompson, Nicky Teufel-Shone, Tanya Nemec)

**Meeting Agenda:**

* Ice Breaker
* Review
* Brainstorm
* Action Plan

**Meeting Notes:**

Icebreaker: Abby lead an icebreaker which asked those present to identify and share (1) What action item they wanted to take on within the committee (2) What they hoped to gain from the committee (3) What they hoped the committee might achieve.

Review/Brainstorm: Discussion of formation and progress of the committee to date, including ideas previously gathered. Additional action items identified by those present.

Action Plan: Discussion of next steps. The group decided it was important to engage the interest level and perceived importance of the action items by the greater MEZCOPH community.

The interest level of the four categories of actionable items was gauge of those present. Each person present was asked to identify the top two categories they were most interested in contributing to. Each category was determined to have sufficient interest by those present to keep them a part of the committee’s action plan.

Specific action steps:

1. The committee, as a group, will work on creating a Statement of Purpose for the committee via email. Abby Lohr will use the ideas gathered in the ice breaker to identify key elements for the statement. The Diversity and Inclusion Committee may have some overlap with ours. We should be cognizant of not duplicating effort when constructing our statement.
2. Jean and Ryley will take the lead on creating a survey that will go out to the college. Members of each sub-group are expected to help develop the survey specific to their sub-group. Generally speaking, the purpose of the survey is to:
	1. Gauge the perceived importance of action items by the MEZCOPH community.
	2. Identify other members of MEZCOPH who would like to contribute to specific action items.
3. Next meeting: Wednesday, November 8th from 9:30 to 10:30 a.m. in Room A326

**Sub-groups by first choice (1), second choice (2) and action items brainstormed:**

         Physical space: Amy (1), Spencer (1), Kim (1), Abby (1), Ryley (2), and Jean (2)

* Lunch space
* Refillable water bottle stations
* Lactation room (Tucson and Phoenix)
* Cyclist support: lockers, valet, showers
* Childcare/family friendly settings and activities
* Gender-neutral bathrooms (Diversity and Inclusion may be working on this one)
* New Hire Toolkit: Nicole (1), Chris (1), Erika (1), Abby (2), and Kim (2)
* Development of a check sheet sent by Joy to hiring supervisor
* Public announcements of new employees (pics and bio)
* Directory addition within the first week of hiring
* Securing technology, tour of building, introduction to key staff
* Announcements of retirement/off-boarding/promotions
* Use college retreat for some of these items
* Life/work balance: Jean (1), Ryley (1), Nicole (2), Chris (2), Erika (2), and Michael (2)
* Social events
* Physical activities (e.g. 5K)
* Employee recognition (awards, announcements via the Hub, college retreat, newsletters, etc…)
* Tap into programming offered by HR, Life-Work Connection
* Department competitions (e.g. “Walk across MEZCOPH,”)
* “Walk with the Dean/Administrator” (monthly)
* Photo projects
* Any other creative ideas to build community

         MEZCOPH Mission/Vision/Values: Michael (1), Amy (2), and Spencer (2)

* Visibility on website, in building, etc…
* Inclusion in hiring practices, documents
* Student/new-hire orientation
* Strategic planning of college/departments
* Avenues for addressing conflict