

HUMAN RELATIONS COUNCIL MEETING

30 April 2009 – 3:00 p.m. – Chancellor’s Suite

MINUTES

MEMBERS PRESENT	Simone James Alexander Susan Basso Lori Brown Sister Paula Buley Therese Chidiac Cosmo Cirillo Martin Edwards Marie Foley	Tracy Gottlieb Ingrid Hill Father Paul Holmes Lauren Jackson Maura Kenny Catherine Kiernan Pat Linfante Robert Martin	Shirley Matthews Beth Bloom (<i>sitting in for King Mott</i>) Mary Mueller Alexis Murlaine Milagros Ortiz Joan Osthues Erwin Ponder	Joseph Quinlan Rosario Reyes John Saccoman Monsignor Robert Sheeran Stephan Sini Thomas White Father Anthony Ziccardi, <i>Co-Chair</i>
EXCUSED	Mary Alexander Kristal Batanjany Robert Burke Monsignor James Cafone Julieta Carraballo Father Joseph Chapel	Gabriel Esteban Nicole Fopeano Dennis Garbini Tara Hart Michael Kurlander	Charee Marquez Michael McLaughlin Morella Mirabal King Mott Elizabeth Rathbun	Joseph Sandman Christopher Sharrett Maria Soares Father James Spera Matthew Tominey Karen Van Norman Elaine Walker, <i>Co-Chair</i> Kevaan Walton Laura A. Wankel Rob Weitz

TOPIC	DISCUSSION / ACTION / PROPOSAL	RESPONSIBILITY / TIME FRAME
CALL TO ORDER	Father Ziccardi called the meeting to order at 3:09 p.m.	
OPENING PRAYER	Father Holmes offered the opening prayer.	
OPENING REMARKS	<ul style="list-style-type: none"> • Father Ziccardi welcomed the Council to the third meeting of this academic year. • Monsignor Sheeran announced the recipients of the McQuaid Medal. This award is bestowed on those who have given many years of service to the University. It will be presented at the baccalaureate commencement ceremony. The recipients are Dr. Tracy Gottlieb, dean of Freshman Studies and Special Academic Programs; Professor Denis McLaughlin of the Law School; and Mr. Joseph Murphy of Facilities Engineering. • Monsignor Sheeran stated that the presentation today against racial and/or ethnic discrimination is part of the University’s strategic plan. The University community works together to create an environment where everyone can flourish. The campus is exciting, alive and full of energy primarily because of its diversity - a great opportunity for people to learn from one another. 	
ICE BREAKER <i>MS. MILAGROS ORTIZ</i>	<ul style="list-style-type: none"> • Every council member was asked to approach another member that he/she does not know, introduce him or herself and state the position that he/she holds on campus. All were asked mutually to recount an experience where they have felt either welcomed or unwelcomed at the University. Members returned to their tables and shared their 	

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<p>PRESENTATION: BEST PRACTICES FOR PREVENTING DISCRIMINATION IN THE WORKPLACE <i>LORI BROWN, ESQ.</i></p>	<p>stories.</p> <ul style="list-style-type: none"> Ms. Lori Brown, Compliance Officer, gave a PowerPoint presentation (attached) on preventing racial and/or ethnic discrimination in the workplace. This presentation was helpful to the Council in understanding the <i>University Policy against Racial and/or Ethnic Discrimination</i>; ways to utilize concepts of diversity in all practices; ways to prevent discrimination by informed awareness of conduct that is considered discriminatory; and ways to respond to discrimination. This topic has a certain level of sensitivity. It is important to understand that everyone has both physical and invisible attributes that display one’s diversity. Discussions of this type are necessary in order to help bring about change and to understand diversity and cultural differences. The Equal Employment Opportunity Commission (EEOC) is a federal agency where individuals can file discrimination claims. Title VII of the 1964 Civil Rights Act covers current employees as well as individuals who are applicants. Protected categories include race, sex, color, religion, national origin or one of retaliation. Employees can also report a complaint to their supervisor, if appropriate, the Compliance Officer or through Ethics Point (the telephone number and link to Ethics Point are listed on PowerPoint presentation). It is important that discriminatory cases be remediated as soon as possible as legal proceedings and diminished employee morale can become very costly. Links to the University policies and on-line training tutorials are available to the University community and are listed on the PowerPoint presentation. This presentation will be posted on the Seton Hall website. Ms. Brown has an open door policy. Her office is located in the lower level of Presidents Hall. Ms. Brown ended the presentation by quoting by Dr. Martin Luther King, Jr., “We may all have come on different ships, but we’re all in the same boat now.” 	
<p>COMMITTEE REPORTS</p>	<p>Awards, Recognitions, Communications – <i>Robert Burke and Thomas White, Co-Chairs</i></p> <ul style="list-style-type: none"> No report. The Committee did not have a chance to meet. <p>Diversity Recruitment – <i>Ingrid Hill and Patrick Linfante, Co-Chairs</i></p> <ul style="list-style-type: none"> The Committee compiled data tracking twelve years of tenured and non-tenured faculty. It shows that there needs to be an increase of minority faculty. The Committee recommends that the University commit to recruiting faculty of color. Other recommendations made: create mentoring programs for undergraduate students to encourage them to become college-level educators; identify and mentor graduate students into faculty positions here at Seton Hall; mentor new faculty; have search committee attend NCBI training; identify books to be used as tools or models. <p>Learning Resources – <i>Maria Soares and Matthew Tominey, Co-Chairs</i></p> <ul style="list-style-type: none"> No report. The Committee did not have a chance to meet. <p>Programming Committee – <i>Rosario Reyes-Urbina, Charee Marquez and Milagros Ortiz, Co-Chairs</i></p> <ul style="list-style-type: none"> Committee participation has increased. It has been the requirement this year for every member to attend a one-day 	

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	<p>NCBI workshop. More than half of the Committee attended the three-day workshop. This training is helpful not only in contributing to programming, but for each member's own development as well.</p> <p>Training & Development – <i>Susan Basso and Therese Chidiac, Co-Chairs</i></p> <ul style="list-style-type: none"> • The last two presentations made by Lori Brown to the Council will count as training for the members. • Human Resources has begun a Supervisory Edge Training Program which will be offered on 13 May and 23 June. • The Committee submitted a proposal for the Women's conference to provide assistance to the University community with regard to the difficult economy. The proposal was not accepted, but it is hoped to be offered in the future. <p>Website Committee – <i>Cosmo Cirillo and Maura Kenny, Co-Chairs</i></p> <ul style="list-style-type: none"> • Mr. Cirillo met with Mr. Rob Brosnan, <i>Director of Web & Digital Communications</i>. Mr. Brosnan is currently working on all of the initiatives. They are all accomplishable. One of the goals is to give each committee a separate webpage to keep the University updated on the Council's work. The Committee looks forward to presenting the updated website to the Council in the upcoming year. 	
OTHER BUSINESS	<ul style="list-style-type: none"> • It was suggested that yearly reports from each committee with regard to diversity be resurrected. 	
CLOSING PRAYER	<ul style="list-style-type: none"> • Sister Paula offered the closing prayer. 	
ADJOURNMENT	The meeting was adjourned at 4:15 p.m.	

*Respectfully submitted,
Father Anthony Ziccardi, Co-Chair, Human Relations Council*

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