PRESENT: Dean Brook, Doris Derby-Banks, Edi Guyton, Bernadette Hartfield, Jill Littrell, Linda Luckie, Hugo Mendez, Linda Nelson, Chris Paton, Lynn Stallings, Maria Valeri-Gold.

ABSENT: Kathy Brack, Christine Gallant, Aaron Jeffers, Dedan Munajj, Vida Scarpello, James Scott, Juanita Wheeler, Bea Yorker.

MINUTES
Minutes were approved by the committee members.

ANNOUNCEMENTS
Gold announced that the Office of Diversity Education Programs will present the Ethnic Crossroads on College Campuses National Student Conference, April 9-11, 1998 at Georgia State University in the New Student Center.

OLD BUSINESS
Edi Guyton stated that the Staff Assessment Subcommittee met. Vida Scarpello will develop the survey items. A Development Staff Assessment Subcommittee has been formed to help Vida Develop the items for the survey. Another subcommittee was formed to develop ways to administer the survey. Gold noted that the 2001 Subcommittee on Admissions and Standards will present its recommendations to the Senate for approval.

PRESENTATION
Ms. Linda Nelson, Director of Affirmative Action, presented to the committee an overview of diversity in upper level administration. Her discussion included the definitions of affirmative action and the affirmative action plan, job group analysis, utilization analysis, goal analysis, and good faith efforts in recruitment. Nelson indicated that women and minorities are underutilized in the institution. She made the following recommendations:

1. Open up the pool to include more women and minorities (18% is the goal); and
2. Review hiring practices and policies.

Gold will contact Carol Winkler, Chair of the Executive Committee, and indicate that the Cultural Diversity Committee has concerns about the underutilization of women and minorities.

NEW BUSINESS
There was no new business.

ADJOURNMENT
The meeting adjourned at 3:00 p.m.
Please send questions or comments to Mary Nell Stone