

Subject: EOC Committee Minutes of the Meeting  
Date: April 21, 2008  
Location: 316 Bowen-Thompson Student Union  
Members present: B. Aguilar, L. Almeida, J. Atkinson, V. Bhalla, L. Emch,  
L. Fern, H. Huffman, K. Kirkland, L. Mandlebaum,  
D. Novak, T. Sharp  
Members absent: M. Rose, L. Scott

The meeting began at 12:12 PM.

Meeting began with Conrad McRoberts (Institutional Research – IR) who shared the “Exit Interview” data process

- The process originated out of OED (Marshall Rose’s office). However, we began to look broader across other functions (HR, VPAA)
- Surveys are anonymous, but they can sign and self-identify
- Questions (multiple choice)
- Some open-ended questions/statements
- Some feedback involved 4-5 pages of commentary (good & bad)
- B. Waddell handles exit interview data in Academic Affairs
- HR handles administrative and classified, which is optional
- Completed forms are forward to Conrad McRoberts in IR
- Institutional Research enters the data into a database
- Whatever questions you want answered from this database can be accommodated – ad hoc requests
- The current 500-600 records reflect only the people who have responded
- We need to compare response rate – who left vs. who responded
- Data is not dated, but Conrad date stamps the documents
- Emphasis on how people feel about the University
- People that are not leaving voluntarily, not sure they’re handed an exit interview form
- OED, HR, Conrad, VPAA (Waddell, Gromko) began revising the form last fall
- One section works well for faculty, but not others and vice versa
- Will use SNAP because it creates your data base as people enter the data
- We currently have 4-5 years worth of data
- IR is the steward of the data
- 50/50 people self-identify
- Complaints
  - Supervision at the department level
  - Sexual harassment
  - Racial harassment
  - If disability, if the University served them accordingly
- Data has never been shared back to the departments
- Conrad will run new format (form) past EOCC for feedback/input
- Constituent groups may be looking for different data
  - 73% of administrative staff being turned over within 5 years – why?
- Once we go online, people can go into the system multiple times

- Employees processing out need to sign off that they have raised relevant issues, if any, with OED. Incorporate this into the exit process
- HR & B. Waddell has a copy of the current forms
- Process questions are referred to – HR or B. Waddell (faculty)
- Big issue for constituent groups - will forward across campus
- L. Fern will get most recent questions from HR
- K. Kirkland or M. Rose will get most recent questions from B. Waddell

**Two Issues:**

- Anti-feminist presentation last week
- Rodgers – flyer in the bathroom Friday comparing women to feces

March 17, 2008 Meeting Minutes approved as written.

Kim announced that she will be leaving the University. She will be the Director, Equal Opportunity at IUPUI.

Deb Novak thanked everyone for their work on the committee.

Laura Emch made some closing comments.

Meeting adjourned