

BWIS Workshop Report Discussion Summary

Apr. 4, 2017 10 AM

In attendance:

In person: Doon Gibbs, Robert Lincoln, Robert Tribble, David Manning, Kathy Walker, Wen Hu

On the phone: Anna Goldberg

1. Workshop Summary

2. Recommendations discussion

2.1. Implementation of the Lab's diversity vision with incentives for participation in diversity and inclusion events

2.1.1. D&I message needs to be included as part of meetings and needs to be continuously repeated. Director to encourage ALDs to mention D&I, ALDs to encourage Level I managers, and Level I managers to encourage Level II managers and so forth. The impact needs to be studied: is BNL getting more diversified in hiring pool/interviewees/hires?

2.1.2. D&I as performance appraisal tool to be added in stages to all supervisors. ALDs are appraised on diversity already. Department levels to be included next. Policy council follows up D&I education in monthly meeting, and push on Level I and Level II managers. HR needs more time and training to implement. BWIS Executive Board members and Bob Lincoln to meet and discuss details at a separate meeting.

2.1.3. BWIS flyer to be included electronically or in paper form in hiring/orientation packages along with other (if any) affinity group materials.

2.1.4. Encourage Level I and II managers to attend D&I events

2.1.5. Add D&I section (event/calendar) on BNL website. David Manning is going to check on and BWIS need to follow up

2.2. Support and promotion for BWIS-organized workshops, networking events, and outreach activities internally and externally

2.2.1.A D&I section for advertising diversity events will be implemented on the home page and we will study the impact. If the impact is negligible, we will discuss other options i.e. Lab-wide emails. BWIS is preparing a self-signup email list for announcing BWIS events to anyone interested (aimed at non-members)

2.3. Administrative support for organization and publicizing of BWIS events (see Attachment C)

2.3.1.BWIS, Dave Manning and Bob Lincoln to discuss further

2.4. Quarterly meeting between BWIS Executives and Lab Leadership

2.4.1.Agreed and to be scheduled by BWIS coordinated with Liz Flynn for Anna Goldberg, Kathy Walker and Wen Hu – BWIS, and Doon Gibbs, Bob Lincoln, Bob Tribble, Dave Manning and Jack Anderson – BNL – COMPLETED – scheduled for 6/27/2017 3 PM

3. Plans forward

3.1. Action Items:

3.1.1.BWIS:

3.1.1.1. Set up meeting with Bob Lincoln to discuss D&I as performance appraisal tool

3.1.1.2. Set up meeting with Bob Lincoln, David Manning to discuss administrative and publicity help - scheduled on 4/6/2017 4 PM

3.1.1.3. BWIS to present the agreement between Lab Leadership and BWIS Leadership to BWIS/BNL

3.1.2.Doon Gibbs:

3.1.2.1. Send a lab-wide email to announce new D&I section on BNL website along with a listserv link to sign up for BWIS events

3.1.2.2. Encourage Level I and Level II managers to attend D&I events continuously

3.1.3.Bob Lincoln:

3.1.3.1. Determine how to study the impact of diversity training: need statistics about diversity of hiring pool/interviewees/hires.

3.1.3.2. Provide contact person for including BWIS flyers in hiring/orientation packages. BWIS to provide pdf of the flyer.

3.1.3.3. Find out if Steve Robbin's videos can be available for everyone at BNL

3.1.4.Dave Manning:

3.1.4.1. Find out who is going to build the D&I section on BNL website