

MINUTES OF THE DECEMBER 7, 2022, MEETING OF THE COMPENSATION AND HUMAN RESOURCES COMMITTEE

The Compensation and Human Resources Committee (“Committee”) of the Board of Regents (“Board”) of the Smithsonian Institution (“Smithsonian”) held a videoconference meeting on December 7, 2022. Participating were Committee Chair Michael Govan and Committee members Representative Lucille Roybal-Allard and Steve Case.

Also present by invitation of the Committee were Associate Director of the Office of Human Resources Angela Ameen, Chief of Staff to the Secretary Greg Bettwy, Chief of Staff to Representative Roybal-Allard Victor Castillo, Under Secretary for Administration Ron Cortez, Associate General Counsel Farleigh Earhart, Deputy Chief of Staff to the Regents Kate Forester, Special Assistant to the Regents Mallory Gianola (recorder), Director of the Office of Human Resources Antonio Guzmán, Inspector General Cathy Helm, Manager of the Civil Program Amanda Jones, General Counsel Judith Leonard, Human Resources Specialist Suleyka Lozins, Deputy Secretary and Chief Operating Officer Meroë Park, Under Secretary for Science and Research Ellen Stofan, Chief of Staff to the Regents Porter Wilkinson, and Deputy Director of the Office of the Head Diversity Officer Beth Ziebarth.

CALL TO ORDER AND AGENDA REVIEW

Committee Chair Michael Govan called the meeting to order at 12:00 p.m. and reviewed the agenda.

REVIEW OF THE SEPTEMBER 21, 2022, COMMITTEE MEETING MINUTES

Upon motion duly made and seconded, the draft minutes of the September 21, 2022, Committee meeting were approved.

COMMITTEE CHARTER REVIEW

The Committee performed a provision-by-provision review of its Charter per its mandate to annually review and assess the Charter and evaluate its own performance. No modifications to the Charter were proposed.

PERSONNEL SEARCHES

Next, Chief of Staff to the Secretary Greg Bettwy updated the Committee on the progress of searches for four vacant senior-level positions: Director for the Smithsonian American Women’s History Museum, Director for the Archives of American Art, Director for the Center for Folklife and Cultural Heritage, and General Counsel.

OFFICE OF HUMAN RESOURCES STRATEGIC INITIATIVES

Director of the Office of Human Resources Antonio Guzmán briefed the Committee on the Smithsonian's human resources strategic initiatives and metrics for the first quarter of fiscal year 2023. He also shared an update on recruitment following the launch of practices to support a hiring surge. OHR is leveraging data from the Smithsonian Employee Perspective Survey to advance efforts to expand employee engagement and increase retention, including enhanced professional development initiatives.

SMITHSONIAN CIVIL PROGRAM

To conclude the open session, Manager of the Smithsonian Institution Civil Program Amanda Jones provided the annual update on the Smithsonian Civil Program. In fiscal year 2022, the Smithsonian expanded and enhanced the SI Civil Program, the Smithsonian's anti-harassment and workplace violence prevention program in the Office of Human Resources. Ms. Jones reported that SI Civil focused on four overarching areas: expanding capacity, launching a new reporting system, providing enhanced outreach and training, and increasing accountability. As part of its commitment to maintaining a work environment that is free from harassment and workplace violence, OHR also launched a new anti-harassment campaign and reporting system: *Voice It*. The Committee also reviewed case data for fiscal year 2022 and the SI Civil Program team goals for fiscal year 2023.

EXECUTIVE SESSION

The Compensation and Human Resources Committee moved into an Executive Session at approximately 12:53 p.m. to receive an update on personnel matters.

ADJOURNMENT

With no further business to consider, the meeting was adjourned at approximately 1:07 p.m.

Respectfully submitted,

Michael Govan
Chair