University Diversity Council (UDC)

Year End Report 2014-2015

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Submitted to the Campus Community

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I. Background and Significant Achievements

President Zingg announced the formation of the University Diversity Council (UDC) in his fall 2014 convocation address, reiterating CSU Chico's commitment to equity, diversity, and inclusion. President Zingg further articulated his support for the addition of a 7th priority—diversity and inclusion—to the University Strategic Plan.

To ensure that the advancement in diversity garners broad-based endorsement at Chico State, the UDC is staffed by faculty, students, staff and administrators from key diversity groups and across campus divisions and disciplines. To signal his deep commitment, President Zingg chairs the UDC and meets regularly with the UDC Executive Team (ET), which includes Wenshu Lee, AVP for Faculty Affairs, Tray Robinson, Director, Office of Diversity and Inclusion and Michelle Morris, Faculty Diversity Officer.

The UDC honors a collaborative approach and currently acts in place of a Chief Diversity Officer following the unsuccessful search for this position conducted in fall 2013. AY 2014-2015 UDC members included: Charles (CC) Carter, Pedro Douglas, Frank Li, Chela Mendoza Patterson, Dylan Saake, Paula Selvester, Eddie Vela, Joe Wills, students Candy Pahua, Jordan Walsh, and Anita Zamora, the UDC ET and President Zingg (Chair).

Continuing the work of many on our campus who created the Diversity Action Plan and who have advocated for diversity including the former President's Diversity Council and Chief Diversity Officer, Dr. Tracy Butts, the UDC was charged with seven key priorities at its inception. These included:

1. Stewarding the Diversity Action Plan;
2. Examining what it means to be a Hispanic Serving Institution (HSI);
3. Considering Diversity and Inclusion as a 7th priority of the Strategic Plan;
4. Implementing an annual Equity, Diversity and Inclusion Scorecard Report;
5. Assessing campus climate/inclusivity;
6. Increasing workforce diversity; and
7. Closing the achievement gap between underrepresented minority (URM) and non-URM student populations

The UDC met on a monthly basis and three workgroups were established in November 2014, following a highly successfully UDC retreat, to address the 7 Priorities and related key performance indicators (KPIs) (see Table 1). The UDC also established organizational KPIs (see Table 2).

To network across divisions in fall 2014, the UDC ET met with leadership in Academic Affairs, Student Affairs, Business & Finance and Advancement as well as key constituencies, including the Faculty Senate, Staff Council, and Graduation Initiative Committee to introduce the Council's work and solicit feedback on the Priorities identified. Through those meetings additional campus and community partners were

identified and engaged in this work. The UDC Priorities were integrated within the renewal of Academic Plan process as well as the Strategic Plan and Graduation Initiative.

UDC members also met with California community college partners. In addition, allies at CSU and UC campuses were identified and engaged in conversation and action toward our shared commitment to student success. UDC members attended regional, state and national meetings in order to identify best practices related to educational equity, diversity and inclusion.

In addition to the monthly general UDC meetings, the three established workgroups met separately on a monthly basis during the spring 2015 semester. Workgroup membership, associated priorities and significant achievements are listed below.

Workgroup 1

Members included Frank Li, Candy Pahua, Tray Robinson, Eddie Vela, and Joe Wills. This group focused on the following priorities:

> Priority 1. Diversity Action Plan 2010-2015 Stewardship
> Priority 3. Adding a 7th Priority on Diversity to the Strategic Plan
> Priority 5. Annual Report Scorecard

Workgroup 1 tracked the number of faculty and staff who have participated in campus diversity trainings. This information will be placed on the Office of Diversity and Inclusion website and the Workgroup recommends that these faculty and staff be utilized on search committees for their demonstrated diversity competency. The Workgroup will send language to all divisions on campus in fall 2015 recommending that diversity be placed on all agendas, and include examples of how to facilitate this process. They will also meet with divisions that submitted a Diversity Action Plan (DAP) and ask for an update on their work during fall 2015. Workgroup 1 recommends that the Faculty Diversity Officer take the lead on the DAP renewal process.

Workgroup 1 developed language for a 7th Priority on Diversity to be included in the University Strategic Plan. This language was provided to the President's cabinet for feedback in May 2015. Once approved by the cabinet, AS leadership, Staff Council, and Academic Senate feedback will also be solicited.

A draft template of the Annual Report Scorecard has been developed and will be presented to the UDC for further discussion and development during the fall 2015 semester. The first Annual Report will be presented in spring 2016.

Workgroup 1 year end presentation can be found at:
http://www.csuchico.edu/diversity/university-diversity-council/working-group-updates-wide.shtml

Workgroup 2

Members included Teresita Curiel, Pedro Douglas, Michelle Morris, Vince Ornelas, Chela Patterson, Cecilia Santillan-Robles, Jordan Walsh, and Paul Zingg. This group focused on the following priorities:

> Priority 2. Hispanic Serving Institution (HSI) Status Considerations
> Priority 7. Closing the Achievement Gap

A HSI Steering Committee of UDC Workgroup 2 members and Chicano Latino Council members Teresita Curiel, Vince Ornelas and Cecilia Santillan-Robles engaged with campus and community stakeholders and attended state and national meetings related to HSI status considerations. Campus leadership as well as community and family engagement were identified as critical to Latino student success. HSI branding and high visibility on the campus website, using an asset vs. deficit based narrative related to HSI status, enhanced student and faculty support, and investment in Multicultural Gender Studies (MCGS)/Chicano Studies were additional themes and recommendations that emerged this year. A Conversation on Diversity related to HSI status is planned during Hispanic Heritage Month in September 2015.

Workgroup 2 and Chicano Latino Council representatives recommended that a half-time Interim HSI Coordinator be appointed to lead campus efforts toward HSI designation and grant related activities. A candidate for this position is expected to begin in August 2015. The workgroup and UDC ET recommends that a grant writer be identified early in fall 2015.

UDC ET members engaged the campus Graduation Initiative Committee in conversation regarding Priority 7 this past year. Workgroup 2 members will continue to collaborate with the Committee to establish and assess key performance indicators for reducing the achievement gap during the 2015-2016 academic year.

Workgroup 2 meeting minutes and year end presentation can be found at:
http://www.csuchico.edu/diversity/university-diversity-council/working-group-updates-wide.shtml

Workgroup 3

Members included CC Carter, Wenshu Lee, Dylan Saake, Paula Selvester, and Anita Zamora. This group focused on the following priorities:

> Priority 4. Increase Workforce Diversity
> Priority 6. Campus Climate Considerations

The inaugural mandatory Strategies for Avoiding Unconscious Bias in the Hiring Process training for all tenure track faculty search committee chairs was held in May. The

training was required in order to proceed with 2015-2016 hires and over 30 attended including four deans. Evaluations of training content and format were positive. An additional training will be held in September 2015 for those unable to attend in May. The training was adapted from the Humboldt State University training attended by Michelle Morris, Tami Toon, and Sheryl Woodward in January 2015. Additional trainings for faculty, staff, and administrators will commence during the 2015-2016 academic year.

The Workgroup recommended increasing the power of deans and other hiring authorities to offer competitive packages, hire more than one candidate if this will advance the diversity priorities of the university, or creatively incentivize the hiring of diverse candidates. Additional recruitment efforts might include setting diversity percentage goals for applicant pools (EO 1088 & Chico State Affirmative Action Plan). If diverse applicants, semifinalists, and finalists are not present or included, go back to committee and require justification and/or additional efforts/time to secure a more diverse pool. In addition, the Workgroup recommends establishing diversity guidelines for temporary/emergency recruitment in all areas.

E-Recruit for faculty recruitment will commence with the 2015-16 hiring cycle. In addition, the Workgroup collected exit survey instruments and chose the Fresno State exit survey for 2015 exit data collection.

Workgroup 3 compared the May 2015 campus climate survey with the original survey created by the Diversity Action Plan members in 2013 to ensure that diversity and inclusion related questions were represented.

Workgroup 3 year end report can be found at:
http://www.csuchico.edu/diversity/university-diversity-council/working-group-updates-wide.shtml

Summary

Significant progress toward achievement of the UDC key performance indicators was made. Acting President Richmond chaired and supported the UDC during President Zingg's leave in spring 2015. The UDC ET proposed a UDC Budget for 2015-2016. Subsequently, Susan Elrod, Lori Hoffman, and Drew Calandrella provided feedback to a budget for the upcoming year, which was approved by President Zingg.

The UDC will meet for a summer 2015 retreat on August 6 to plan for 2015-2016. There will also be opportunities for campus and community engagement with the Priorities in the fall as the UDC continues its efforts and outreach. These activities will be advertised through Campus Announcements. General UDC as well as workgroup meeting agendas, minutes and related resources can be found on the UDC website at:
http://www.csuchico.edu/diversity/university-diversity-council/index.shtml

II. Goals for 2015-2016

Moving forward, the UDC will build upon its first year achievements by continuing its systematic efforts and intentional focus on inclusive excellence and student success.

Goals for 2015-2016 include:

1. Continue to assess progress on 2014-2015 KPIs
2. Identify additional Priorities and KPIs for 2015-2016
3. Adjust UDC general membership to include more staff representation as well as AS President and Hispanic Serving Institution (HSI) Coordinator
4. Collaborate with HSI coordinator and grant writer on HSI designation and grant preparation
5. Collaborate with VP of Advancement, Ahmad Boura, to identify advancement efforts aligned with UDC Priorities to augment the UDC budget
6. Provide additional Strategies for Avoiding Unconscious Bias in the Hiring Process trainings for faculty, staff, and administration
7. Gather stakeholder input on 7th Priority Strategic Plan language
8. Improve campus communication regarding UDC progress and engagement opportunities
    a. Document UDC member communication efforts
    b. Provide monthly update emails to campus regarding UDC progress
    c. Add UDC website to Office of the President web homepage
    d. Give higher visibility to the UDC on the Office of Diversity and Inclusion web homepage
9. Lead a senior management diversity retreat during fall 2015
10. Lead a Faculty Staff Diversity Summit during spring 2016

Table 1. UDC Priorities and Key Performance Indicators 2014-2015

UDC Priority	KPIs	Expected Date	Notes
1. DAP Stewardship	**KPI 1.1**—Identify the number of existing division/unit diversity plans completed. **KPI 1.2** –Identify the point person for the work of the Diversity Action Plan. **KPI 1.3** –Confirm that diversity plans are placed on agendas of unit committees. **KPI 1.4** –Track the number of faculty/staff receiving campus diversity training. **KPI 1.5** –Track the number of diversity plan priorities/action items currently in process; track diversity priorities/action items in process that are not included in existing diversity plan.	Spring 2015; ongoing	

2. Hispanic Serving Institution (HSI) Status Considerations	**KPI 2.1 –**Establish a steering committee to guide HSI efforts.	Spring 2015	
3. Should a seventh priority (Diversity) be added to the University Strategic Plan?	**KPI 3.1–** Draft text for a diversity-focused 7th priority; provide draft to senior management and invite discussion/consultation (include student input). **KPI 3.2**—Align diversity commitment in new University Strategic Plan with the Academic Plan Renewal.	Spring 2015	
4. Increase Workforce Diversity	**KPI 4.1 –**Track data across hiring points (i.e., applicant pool, long and short list, interview, offer, hire); determine data needed and who has access to it. **KPI 4.2 –**Develop and implement Exit Survey for new hires that leave Chico State; determine questions and data collection methods. **KPI 4.3 –**Increase diversity profile for faculty, staff, administration, and students; identify target percentage increase for each group.	Spring 2015; ongoing	Consider recruitment, retention, and advancement. Diversity broadly defined Collaborate with Academic Plan Committee
5. Annual Report Scorecard	**KPI 5.1 –** Develop Scorecard template; produce/publish Scorecard at the end of each academic year	Spring 2016	
6. Campus Climate Considerations	**KPI 6.1** – Administer annual Campus Climate Survey to students, staff, faculty, and administrators; compare participation rates and results among groups. **KPI 6.2 –** Measure items such as feelings/perceptions of respect and dignity. **KPI 6.3 –** Measure impact of diversity and inclusion training programs (e.g., Global Voices Program, Diversity Academy and Certificate Programs; Conversations on Diversity) using standardized assessment tool; set date to begin data collection and analysis. **KPI 6.4 –** Measure perceptions related to diversity and inclusion; set date to identify assessment tool.	Spring 2015; ongoing	Be more intentional across all divisions and groups in terms of receiving impactful diversity trainings Collaborate with Campus Climate Survey and Academic Plan Committees
7. Closing the Achievement Gap	**KPI 7.1 –** Reduce by half the under-represented minority (URM) achievement gap in four and six-year graduation rates by	2020 Fall 2015	Consider non-URM groups (e.g.,

			Hmong, low socio economic students) Disaggregate data Collaborate with Graduation Initiative and Academic Plan Committees
	2020. **KPI 7.2 –** Based on institutional data, identify at least three barriers to success for URMs. **KPI 7.3 –** Based on institutional data, identify at least three strategies to overcoming barriers for URMs.		

Table 2. UDC Organizational Action Plan Key Performance Indicators 2014-2015.

UDC Organizational Action Plan	KPIs	Expected Date	Notes
	KPI 1—The UDC will increase meeting efficiency by e-mailing the UDC meeting agenda in advance along with support materials related to action items; scheduling workgroup meetings on a regular basis and have them report progress at general UDC meetings; conducting "working meetings."	Spring 2015; ongoing	
	KPI 2— The UDC will network and collaborate with campus, community, system, and national partners engaged in diversity and inclusion work.	Spring 2015; ongoing	
	KPI 3—UDC members will document collaboration with key stakeholders in their spheres of influence who can support the UDC priorities.	Spring 2015; ongoing	
	KPI 4—The UDC will communicate its progress through the website, dashboard and Blackboard Learn, and periodic email communications to the campus from Paul.	Spring 2015; ongoing	