Minutes of the University Diversity Council Meeting  
May 8, 2015  
3:00-4:30 p.m., KNDL 207

Present: Pedro Douglas, Wenshu Lee, Frank Li, Michelle Morris, Candy Pahua, Acting President Rollin Richmond, Tray Robinson, Dylan Saake, Paula Selvester, Eddie Vela, Joe Wills  
Absent: C C  C a r t e r , Chela Patterson, Anita Zamora, Paul Zingg

I. Tray Robinson made the motion to approve the April 10, 2015 UDC meeting minutes, Eddie Vela seconded, and the motion carried.

CC Carter requested the addition of an agenda item related to Black faculty and staff recruitment/retention. This was added to the agenda following item III.

II. UDC ET updates

A. UDC Update Email To Campus  
An email was sent out to campus introducing the University Diversity Council—its charge and progress to date. Feedback was positive.

B. UDC Budget Updates  
Acting President Richmond requested that the UDC ET prepare a budget for 2015-2016. The ET will develop a budget. It was agreed that there is a need for a stable budget over multiple years.

The first Strategies for Avoiding Unconscious Bias in the Hiring Process training is scheduled for May 20, 2015. Search committee chairs are required to attend for 2015-2016 searches to proceed. Deans will also be invited. The Humboldt State University training, attended by Michelle Morris, Tami Toon and Sheryl Woodward, will be utilized with permission.

C. Faculty Diversity Officer position  
The UDC budget will include the FDO position. A multi-year, 9 AWTU/semester appointment will be requested.

D. EO 1088  
Dylan Saake reported on EO 1088. The University receives federal funding for the Affirmative Action Plan. EO 1088 allows administration to look at the diversity in the student and faculty/staff populations. It was agreed that next AY this data will be used to guide efforts so that faculty diversity might eventually mirror student diversity on campus.
E. **UDC Report Card**
   A year end email may be sent to campus describing UDC progress to date.

F. **Resolution in Support of Increased Staff and Tenure/Tenure Track Faculty Growth**
   There was a conversation on the resolution to increase tenure track faculty density. It was suggested that a goal be to form a subcommittee in order to demonstrate the need for a diverse faculty.

III. **Dream/AB540 Center Proposal Update**
   The AS Senate agreed to establish a Dream center on campus with faculty support. There was conversation regarding space and resource needs. The Senate Resolution and continued discussion will be raised at a fall UDC meeting.

IV. Conversation ensued regarding the recruitment and retention of African American staff and faculty, especially in light of recent and upcoming retirements. We have lost ground in recent decades and we must be intentional and strategic in efforts moving forward.

V. **Working Group Updates**

   A. **Workgroup 1: DAP Stewardship/Annual Report Scorecard/7th Priority Strategic Plan**
      
      **KPI 1.1—Identify the number of existing division/unit diversity plans completed.**
      Information has been collected and will be placed on the diversity website.

      **KPI 1.2—Identify the point person for the work of the Diversity Action Plan.**
      Faculty Diversity Officer is currently Michelle Morris and it’s the recommendation that she be the point person.

      **KPI 1.3—Confirm that diversity plans are placed on agendas of unit committees.**
      In process, a letter will be sent out to all divisions and Deans and this committee will meet with them. They want diversity on every single agenda.

      **KPI 1.4—Track the number of faculty/staff receiving campus diversity training.**
      People who have completed Diversity Academy, Safe Zone, and Diversity Certificate Program have been put on an Excel Spreadsheet, so that at different times their expertise can be utilized

      **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.**
      This will be completed in fall 2015. The workgroup will meet with the departments/units that have turned in a Diversity Action Plan.
B. Workgroup 2: Hispanic Serving Institution (HSI) Status Considerations
KPI 2.1 – Establish a steering committee to guide HSI efforts.
The steering committee, comprised of Workgroup 2 UDC members and Chicano Latino Council representatives, has engaged multiple stakeholders on and off-campus. Members have attended HSI conferences around the country. UC Davis is a model program and is currently at 18% Hispanic/Latino students. The number of HSI institutions is increasing dramatically. Over half of the HSIs are Community Colleges. A majority of Latino students start at Community Colleges.

Issues of timeline were discussed. In the fall the Federal Register will announce the opportunity to apply for eligibility. An institution can apply for designation and then apply for Title V funding the following spring (if funds are available). There are waivers related to the Pell Grant percentage requirement.

Only 1 in 5 HSIs receives Title V funds; there is no guarantee and success is highly dependent on campus leadership and strategic planning. We need to begin grant writing efforts soon. Information about HSI status should be made easily available on our website.

Student and family support are critical for Latino student success. Investing in MCGS/Chicano Studies Program, faculty development, using as asset vs. deficit based narrative, and outreach to K-12-community college and the community for a comprehensive needs assessment are recommended as critical components of being a Hispanic Serving institution.

The Workgroup consulted with the Graduation Initiative Committee this year and will continue in the fall in order to address the Closing the Achievement Gap priority.

C. Workgroup 3: Workforce Diversity/Campus Climate Considerations
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.
Faculty Recruitment will become electronic; it’s easy to pull data this way.

KPI 4.2 – Develop and implement Exit Survey for new hires that leave Chico State; determine questions and data collection methods.
Group 3 researched why people leave Chico State. The group looked at different Exit Interviews and decided to use the one developed by Fresno State.

KPI 4.3 – Increase diversity profile for faculty, staff, administration, and students; identify target percentage increase for each group.
Group 3 supported unconscious bias training for all search committee chairs, beginning May 2015. They will also review existing recruitment templates and make necessary changes ready for 2015 – 2016 searches as well as set diversity percentage goals for applicant pools. They would like to increase dean and other hiring authority capacity to offer competitive packages.
Campus Climate Considerations is on hold, waiting for the campus Climate Survey results.
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.

VI. End of Semester Communication to Campus
The initial message to campus from President Zingg introduced the UDC. It was agreed that another message should be sent from President Zingg letting campus know what the UDC has accomplished. The UDC ET will draft an update letter that will be sent out in August.

VII. Plans for 2015-2016
It was agreed that the UDC will have a summer retreat and a calendar inquiry will be sent to everyone to identify a date.

It was agreed to continue the current meeting format for the General and Workgroup Meetings for the 2015-2016 year.