

UDC Strategic Planning Retreat Minutes

November 7, 2014

I. **Opening: Retreat Goals & Group Expectations**

Wenshu Lee welcomed everyone to the retreat and explained that the purpose of this meeting was to develop priorities (that were given to the group by President Zingg) along with several KPI's (Key Performance Indicators) per priority. She showed several power point slides that explained more about KPI's. KPI's need to be quantifiable measures (i.e. student's success, graduation rate, and transfer...)

The goal of the UDC Retreat is to brainstorm together and come up with at least one KPI for each of the seven priorities.

II. **Team Building Activity**

Tray Robinson explained the team building exercise. Everyone was given an outline of an iceberg. Tray explained that an iceberg is similar to a person, what you see first is not necessarily all there is. The participants were directed to list items that weren't necessarily known by others (i.e. values, geography, family, abuse, pain...). Each group shared their list and then Tray called on everyone individually to share.

Tray reminded the group that it's important as educators to share a little about your personal journey with students, because then they may feel comfortable sharing their stories.

III. **UDC Priorities: Working Groups to Establish Key Performance Indicators:**

The group broke out into three assigned groups. They were as follows:

Group 1 DAP Stewardship, Annual Report Scorecard, 7th Priority Strategic Plan

Frank, Candy, Eddie, Joe, Tray

Group 2 HSI Status Considerations, Closing the Achievement Gap

Chela, Jordan, Michelle, Paul

Group 3 Increase Workforce Diversity, Campus Climate Considerations

CC, Dylan, Paula, Wenshu

The groups came up with the following priorities and KPIs:

Quality of work needs to be included into the discourse of KPIs
To move forward beyond the old/existing DAP

1. DAP Stewardship:

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KPIs – number of existing diversity plans completed; point person for diversity plan assigned; diversity plan placed on agendas of unit committees; existing plans re-evaluated; number of faculty/staff receiving campus diversity training

2. HSI Status Considerations

KPI 2.1 Establish a steering committee to guide HSI efforts, by December 2014.

3. Should a seventh priority (Diversity) be added to the University Strategic Plan?

4. Increase workforce Diversity

KPI 4.1 – Track data across key hiring points

KPI 4.2 – Exit Survey

KPI 4.3 – Increase Diversity Profile (faculty, staff, admin., student)

(retention, advancement, etc.)

(diversity should be defined in more refined ways, i.e., beyond race/ethnicity, gender)

5. Annual Report Scorecard

KPIs – develop template for scorecard by end of academic year; produce/publish scorecard.

6. Campus Climate Consideration

KPI 6.1 – Annual Campus climate survey (across groups, students, staff, faculty, administrators; compare the results between students and faculty/staff/administrators) (show indicators of participation – to boost the response rate, meaningful participation)

KPI 6.2 – Measure of respect/dignity

KPI 6.3 – Measure impact of training programs (global voices; diversity academy; Conversations; giving workshops open to all; multicultural and global awareness)

KPI 6.4 – Measure perceptions around diversity

(be more intentional across all divisions and groups in terms of our receiving impactful diversity trainings)

7. Closing the achievement gap

KPI 7.1 Reduce by half the URM achievement gap in four and six year graduation rates, by 2020.

KPI 7.2 Based on Institutional data identify at least three barriers to success for URMs.

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KPI 7.3 Based on Institutional data identify at least three strategies to overcoming barriers for URMs.

(Can we also look into the other non URM groups such as the Hmong students, socio-economic groups?)

IV. UDC Organizational Action Plan, Timeline, and Key Performance Indicators for 2014 - 2016

Michelle Morris started a discussion about the UDC KPI's to guide our efforts. Ideas generated include:

- **KPI- 1 The UDC will increase meeting efficiency by:**
 - **Emailing the UDC meeting agenda in advance along with support materials related to action items**
 - **Scheduling subcommittee meetings on a regular basis and have them report progress at general UDC meetings**
 - **Conduct "working meeting"**
- **KPI- 2 UDC needs to Network and collaborate with campus, system, and national partners engaged in diversity and inclusion work**
- **KPI- 3 UDC will inventory, identify and connect key stakeholders in their spheres of influence, who can support the UDC priorities.**
- **KPI- 4 The UDC will Communicate its progress through the website (dashboard & blackboard) and periodic email communication to the campus from Paul.**

I. Concluding remarks: The way forward

President Paul Zingg closed the retreat by mentioning that the UDC is both a working and advising committee, this is a council empowered to act. In October 2011 another group asked what does a commitment to diversity look like? The president replied, "A commitment to diversity is a frank and ambitious diversity action plan. It is frank and candid, Chico State will have a scorecard that will be a wakeup call. Humboldt State spares nothing, it's commitment to diversity is hard hitting.

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UCD Strategic Planning Retreat

November 7, 2014, 1:45 – 5:00 p.m.

SELV 100

AGENDA

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|------|---|---|
| I. | Opening: Retreat Goals & Group Expectations | Wenshu (10 min.; 1:45 – 1:55 p.m.) |
| II. | Team Building Activity | Tray (35 min.; 1:55 – 2:30 p.m.) |
| III. | UDC Priorities: Working Groups to Establish Key Performance Indicators | Wenshu (1.5 hours; 2:30 – 4:00 p.m. With two short breaks built in) |
| IV. | UDC Organizational Action Plan, Timeline, And Key Performance Indicators for 2014 -16 | Michelle (30 min.; 4:00 – 4:30 p.m.) |
| V. | Concluding Remarks: The Way Forward | Paul (30 min.; 4:30 – 5:00 p.m.) |

UDC Priorities:

1. Diversity Action Plan (DAP) Stewardship
2. Hispanic Serving Institution (HSI) Status Considerations
3. 7th Priority Strategic Plan
4. Increase Workforce Diversity
5. Annual Report Scorecard
6. Campus Climate Considerations
7. Closing the Achievement Gap

Membership for Work Groups:

Group 1. DAP Stewardship, Annual Report Scorecard, 7th Priority Strategic Plan
Frank, Candy, Eddie, Joe, Tray

Group 2 HSI Status Considerations, Closing the Achievement Gap
Pedro, Chela, Jordan, Michelle

Group 3 Increase Workforce Diversity, Campus Climate Considerations
CC, Dylan, Paula, Wenshu