

**Minutes of the University Diversity Council Retreat**  
**August 6, 2015**  
**9:30 a.m. - 4:30 p.m., Warrens Reception Center**

**Present:** CC Carter, Wenshu Lee, Michelle Morris, Chela Patterson, Tray Robinson, Paula Selvester, Eddie Vela, Joe Wills, Paul Zingg

**Absent:** Pedro Douglas, Deanna Jarquin, James Luyirika - Sewagudde, Melanie O'Connor, Candy Pahua, Dylan Saake, Aaron Thao

**I. Opening: Welcome**

President Zingg provided opening remarks. He expressed gratitude for the well wishes and for keeping him in the loop while he was on leave in the spring. He discussed the importance of HSI designation for the campus this coming year and also mentioned a funding opportunity for HSIs that are leaders in sustainability. Chico State received a record number of applications this year-over 30,000, and approximately 60% of incoming students are students of color. Beyond enrolling more diverse students we must also focus on student success, including retention and graduation rates. Results from a national survey indicate that our students believe that the institution is concerned with their entire student experience and overall well-being. Civic engagement opportunities and access to faculty and staff support are also well regarded by students.

Workforce diversity has lagged behind student diversity. Efforts to improve this may include targeted outreach to diversify hiring pools, targeted searches, and offering competitive salaries and professional development opportunities that strengthen retention efforts in order to keep diverse faculty here. President Zingg indicated that the diversity of the north state, that is Hmong, Sikh and Native American populations, should be integrated in the UDC's priorities this year.

**II. Retreat Goals & Group Expectations**

Wenshu Lee reviewed the Retreat Agenda noting the time allocated for workgroup discussion of KPIs.

**III. Team Building Activity**

Tray Robinson conducted a team building exercise.

**IV. 2014-2015 UDC Highlights & 2015-2016 Introductions**

Michelle Morris provided a PowerPoint overview of UDC achievements in 2014-2015 and noted the new UDC members for 2015-2016. She also asked for feedback on the previously distributed UDC Year End Report.

Tray Robinson made the motion to approve the May 8, 2015 UDC meeting minutes, Eddie Vela seconded, and the motion carried.

**V. UDC Priorities: Working Groups to Establish 2015 -16 KPI Action Plan**

Wenshu discussed the expectations of the working groups to review the progress of their KPIs

and determine new KPIs for 2015-2016. She indicated that after lunch the workgroups would have more time and then would share their progress with the larger group and solicit feedback.

**VI.** Discussion of UDC priorities continued through a working lunch.

**VII.** A break was taken before the meeting continued to develop new KPIs. The three workgroups revised and/or developed new KPIs for their designated UDC priorities (see table below). During the large group discussion, two new UDC Priorities also emerged (see Priority 8. and 9. below).

**2015-2016 New & Revised KPIs**

<b>UDC Priority</b>	<b>New &amp; Revised KPIs</b>	<b>Expected Date</b>
1. DAP	<p><b>KPI 1.6</b> Review and report out existing plans to division heads</p> <p><b>KPI 1.7</b> Track the number of faculty and staff who have completed unconscious bias training with a focus on search committee members</p>	
2. HSI	<p><b>KPI 2.2</b> Hire HSI Coordinator in fall 2015</p> <p><b>KPI 2.3</b> Identify and hire HSI grant writer in fall 2015</p> <p><b>KPI 2.4</b> Create a timeline for Title V HSI eligibility designation and grant submission in fall 2015</p> <p><b>KPI 2.5</b> Launch campus HSI awareness campaign with Conversation on Diversity- HSI 101 on September 23, 2015</p> <p><b>KPI 2.6</b> Develop and launch campus HSI website fall 2015-spring 2016</p>	Fall 2015- Spring 2016
3. 7 <sup>th</sup> Priority SP		
4. Workforce Diversity	<p><b>KPI 4.2</b> –The Ombuds Office will implement Exit Survey data collection and reporting for faculty, staff and administrators that leave Chico State; The report of themes will be submitted to the President and shared with the UDC so that themes can be actively incorporated the strategies for workforce diversity to support and inform efforts.</p> <p><b>KPI 4.3.1</b> Deans will compile data and submit an annual diversity profile that will report</p>	

	<p>goals, strategies, and progress toward recruiting and retaining Tenure Track and Temporary Faculty in percentages that match the changing demographics of our student population. The report will be submitted to UDC members for review and inclusion in the annual Diversity Report Scorecard.</p> <p><b>KPI 4.3.2</b> Vice Presidents will compile data and submit an annual diversity profile that will report goals, strategies, and progress toward recruiting and retaining MPPs in percentages that match the changing demographics of our student population. The report will be submitted to UDC members for review and inclusion in the annual Diversity Report Scorecard.</p> <p><b>KPI 4.3.3</b> Vice Presidents will compile data and submit an annual diversity profile that will report goals, strategies, and progress toward recruiting and retaining non-MPP staff in percentages that match the changing demographics of our student population. The report will be submitted to UDC members for review and inclusion in the annual Diversity Report Scorecard.</p> <p><b>KPI 4.4</b> –All search committee members and hiring authorities will complete unconscious bias training. All will hold a valid unconscious bias training certificate during the time of recruitment.</p> <p><b>KPI 4.5</b> –Campus culture will reflect symbols, messages, programs and policies that are inclusive and reflect diverse interests, needs, and values.</p>	
5. Annual Report Scorecard		
6. Campus Climate	<b>KPI 6.5</b> — Complete a campus culture audit by spring 2016.	Spring 2016
7. Achievement Gap	<b>KPI 7.4</b> Develop and disseminate a communication plan related to barriers and strategies identified in KPIs 7.2 and 7.3 to key stakeholders by spring 2016	Spring 2016
8. Funding for UDC Priorities & KPIs	<p><b>KPI 8.1</b> Secure HSI grant</p> <p><b>KPI 8.2</b> Secure AANAPISI grant</p> <p><b>KPI 8.3</b> Establish annual UDC budget</p> <p><b>KPI 8.4</b> Collaborate with Advancement to identify funding opportunities</p>	Fall 2015- Spring 2016

9. UDC Communication Plan	<p><b>KPI 9.1</b> Present UDC updates to cabinet, senior management, Senate, Staff Council, and AS</p> <p><b>KPI 9.2</b> Continue traditional communication tools, e.g., direct email, campus announcements, news releases, and implement alternative approaches, e.g., personal experience blogs, social norming campaign, “voices” project</p>	On-going
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**VIII. Strategic Plan: 7<sup>th</sup> Priority** A discussion of the 7<sup>th</sup> Priority was tabled.

**IX. Communication Plan**

Joe Wills provided a handout and facilitated a discussion regarding the UDC communication plan and its goals. Based on the spring 2015 Campus Climate Survey, diversity efforts on campus are widely recognized, a majority believe diversity is valued on campus, and individual opinions vary greatly about the extent to which diversity should be emphasized. There was consensus that the communication plan warranted its own UDC priority for the coming year and that the three workgroups could each take the lead on a new approach to increase campus understanding of the purpose and priorities of the UDC. Workgroup 1 will develop and implement a social norming (“Did you know?”) campaign, Workgroup 2 will research past “Voices” programs and create one focused on diversity and inclusion, and Workgroup 3 will host brown bag lunch events and collect and disseminate personal experience blogs.

**X. Open Forum & Closing**

Additional topics arose during the retreat and were discussed during the closing session. It was recommended that the UDC provide recommendations for future Books in Common, that the various diversity programs/units on campus convene to discuss issues and promote collaboration, and that the UDC continue to advocate for institutional infrastructure to support our increasingly diverse student population.

UDC members received a copy of the 2015 AAC&U Report titled, *America’s Unmet Promise: The Imperative for Equity in Higher Education*, and were asked to review the report in preparation for our work this year.

**Action Items:** Donna Smith will send out the new KPIs and the old KPIs to the UDC members that were unable to make this retreat. Dylan Saake will check with Athletics about sexual assault education. Tray Robinson will send out a doodle poll to determine best time and day for fall UDC meetings.