

Diversity Council
May 1, 2013
Minutes

Present: E. Ascher, L. Bilonis, J. Blizzard, M. Boaz, F. Bowen, N. Cabrera, N. Darling, G. Glazer, C. Goode, T. Guerin, W. Harris, R. Hays, R. Lee, C. Lewis, A. Lind, J. Mack, B. Marshall, R. Martin, B. McClung, L. Newman, D. Reed-Francois, C. Short-Thompson, K. Simonson, L. Smith, B. Zierolf

Welcome

C. Short-Thompson welcomed all to the meeting with introductions from members.

CDO Report

B. Marshall reported on the following:

1. She thanked Council members who attended the planning session for securing a consultant. Additional feedback is welcome and due by 5/3. She anticipates obtaining the services of two consultants – one to conduct the climate survey and one to facilitate the retreat. One of these consultants may be able to conduct diversity and inclusion training for managers and executive staff with a “train the trainer” format.
2. President Ono is in the process of collecting performance evaluations from his direct reports. In his request, he included a form (attached) for all vice presidents to complete that identifies their diversity accomplishments from the past year as well any challenges. From this data, best practices will be gleaned and B. Marshall will meet with each vice president to identify synergies and discuss their diversity work. This data will then be disseminated to the Diversity Council committees to launch their work. Over the next two weeks she will be meeting with each of the committee chairs and then will attend the first full meeting of each committee.
3. She acknowledged feedback received to date on the diversity portal and continues to welcome input. She will meet with UCit next week to begin development of this instrument. The portal will be housed on the diversity web site.
4. New member orientation will be held following the June 5th Diversity Council meeting. All members should stay after the Council meeting for a photo session in order to update pictures. The orientation session is for new members coming on the Council this summer as well those who have served less than six months.
5. There will be retreat for the Council in August, and all are encouraged to respond to the Doodle poll with their availability.
6. The diversity web site will be upgraded. She anticipates the conversion to begin in the next few weeks.
7. B. Marshall acknowledged the work of the following Council members: J. Mack for a recent published article; L. Smith for a successful Rainbow Celebration; G. Hand was recognized at this event as a “faculty/staff ally”; B. Zierolf for successful Doctoral Hooding/Masters Recognition Program; and K. Beck as the Outstanding Graduate Student of the Year. She thanked all who participated in the Tyehimba celebration.

USU Diversity Project

G. Glazer gave a PowerPoint presentation on the Urban Serving Universities health project. The goals of the project are to:

- Increase the quality of evidence and use of data within university strategic and action planning to develop a health workforce that reduces health disparities.
- Identify measures by which institutions can assess progress and drive great impact.
- Disseminate new knowledge, tools, and resources to assist universities and academic medical centers in increasing their capacity and contributions.

Five universities were chosen to work on this collaborative project. It will align with the UC2019 goals and connect with local businesses and especially those in the Uptown community. She asked for support from the Council by incorporating the goals and linking to institutional research. The Provost is having conversations about cross disciplines. It is her hope that improving the health of urban, underserved and minority populations becomes the overarching theme of the Academic Health Center.

Survey

C. Short-Thompson noted the Diversity Plan is now in its second year and there is a need to obtain baseline data of employees and students. It is anticipated that two different survey instruments will be utilized for the two groups. Many conversations have taken place (Council members were invited to participate) and it was determined that retaining the services of an external company/consultant to conduct the survey would be best given that they will have the ability to benchmark with comparable institutions and provide valuable insight. B. Marshall has been researching various instruments and consultants resulting in identification of Susan Rankin as one potential vendor; she shared her background information. Many surveys have been perceptual, but Rankin's provides a more in-depth process, such as identifying specific incidents, location of incident, alleged perpetrator, etc. However, the design of the questions can be customized as we choose. The questions shared in the handout were ones used by another institution; they are not ones that UC necessarily has to use. Rankin conducts the work in five phases: 1) Rankin's team visits the institution and meets with key individuals to develop a fact finding protocol; 2) develop assessment/survey tool – either paper scantron or web-based and submit an IRB proposal; 3) implementation of survey; 4) analyze and present findings; and 5) facilitate a planning retreat on how to address findings. B. Marshall is scheduled to talk with Rankin next week; some of her agenda items include timing, costs and modification of the five-step process. She invited feedback on the survey process and other items she can present. Feedback included:

- T. Guerin reminded all that the process of selecting a consultant should be transparent and align with the bidding process. B. Marshall concurred that is the course of action she anticipates.
- J. Mack asked if the information we want to collect has been identified. If only 10% of respondents report a problem and 90% report no problems, do we still address the problems of the 10% constituent? It was agreed that any concerns would be addressed accordingly.
- If an outside consultant is brought in, people will be more open and honest in their responses.

- This assessment process will be an educational opportunity for the university (to look into a mirror) and provide an opportunity to develop a plan to react, educate and train to be more proactive in building a more inclusive environment.
- M. Boaz & E. Ascher raised concern about asking for specific incidents as it opens up another area that will call for action. Please note the questions can be modified to our choosing; the survey shared was a sample that was utilized at another university.
- M. Boaz does not believe that a survey is needed because the administration knows where we are and can move forward utilizing the information from council members to make improvements.
- W. Harris stated there is not an accurate accounting of climate status and supports conducting a survey. There have been many conversations, but no action.
- T. Guerin said the consultant will provide a way to connect the necessary data to support action going forward.
- There is concern about spending money on a survey when resources are scarce. However, B. Marshall noted that the Provost has committed to providing resources to conduct the survey.
- G. Glazer wants to ensure the right questions are asked and use of the right tool to gather relevant data. Also, need to be mindful to the length of the survey.
- L. Billionis asked if there is documentation on the consultant's experience in past intervention efforts. He suggests contacting the institutions that contracted with Rankin's services to determine if the intervention was successful.
- Will the survey identify what we are doing right?
- Does President Ono support the action to move forward on the path identified in the survey? R. Hays reported he cannot speak for the President, but does know he is supportive of the Council, and he is looking to the Council on direction to move forward. The university looks to the Council to provide leadership.
- Does the survey fit in the Diversity Plan? B. Marshall shared that the survey is indeed a recommendation in the plan with one of the objectives specifically identifying this assessment.
- K. Simonson asked how to integrate the Diversity Plan into all levels of the organization. It sits at the top but it needs to be operationalized. The outcomes will give it credibility.
- L. Billionis asked about the status of the annual assessment process. It happened for a few years but he is not aware of its status now.
- B. Marshall reported the President has called for his direct reports to provide their performance evaluations and provided a form that they are to complete specific to their diversity activities from the past year. She will then follow up with each of the vice presidents to discuss their strategies and challenges. Information from this form will be disseminated to the Diversity Council Committees and will provide a guide for their work. Last year (2011-12) was the first year for the accountability measure.
- C. Goode discussed the many planning efforts that are ongoing and the confusion/frustration that many feel with the multiple processes. The direction of the university needs to be clearly identified and communicated.
- Some felt there is a need for a "community conversation". What do we want our environment to be like?

- A protocol for communication was recommended.
- R. Hays suggested that a future meeting be dedicated to updating all about the status of the Diversity Plan. C. Short-Thompson and B. Marshall agreed and proposed using time at the August retreat where data that is provided from the vice presidents can be shared.

Announcements

C. Short-Thompson reminded all that the Diversity Reception is scheduled for Thursday, May 16, 5:00 PM at the University House.

B. Marshall reported the next meeting of the Diversity Council is June 5, 8:30 and it will be followed by a new member orientation session. Additionally, there will be a brief photo session at the conclusion of the Council meeting (10:00 am) to get a few group photos as well individual photos who need them for the web site.

A retreat will be scheduled in August; please reply to the Doodle poll with your availability.

Minutes approved by B. Marshall and C. Short-Thompson.

Future Events

May 16, 5:00 PM, Diversity Reception, University House

June 5, 8:30 AM, Diversity Council (photo session at conclusion)

June 5, 10:30-1, New member orientation

August – Council Retreat

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