

## **University Committee on Diversity Minutes for April 11 and 25, 2007**

Present on April 11: Sarah Latham, Office of Institutional Effectiveness; Frank Thielman, Divinity; Harold Goss, Library; Mary McCullough, A&S; Tim Welty, Pharmacy; Doug Smith, Business; Jonathan Davis, Education; Joe Scrivner (chairing), A&S; Nancy Whitt, A&S; Marcia McCormick, Law

Present on April 25: Frank Thielman, Divinity; Harold Goss, Library; Mary McCullough, A&S; Tim Welty, Pharmacy; Doug Smith, Business; Cindy Kirk, Metro; Jonathan Davis, Education; Joe Scrivner (chairing), A&S; Nancy Whitt, A&S; Marcia McCormick, Law

On April 11, the committee met with Sarah Latham to discuss the planning and implementation of the requested assessment of climate, policies and practices regarding diversity. The Office of Institutional Effectiveness (OIE) will conduct the diversity assessment in consultation with the diversity committee and a third party. The importance of faculty participation in all phases of the process was helpfully discussed. The assessment is tentatively scheduled to proceed as follows.

1. OIE will gather historical data on diversity. This is limited due to the new system; it will be done this summer. Sarah Latham will communicate with the co-chairs during the summer as needed. Though this assessment is focused on administration, faculty and staff, additional data may be gathered on students.
2. In consultation with the diversity committee, OIE will select a survey instrument and a third party with expertise in diversity. The survey would be implemented in Sept-Oct 2007.
3. OIE, the chosen third party and the diversity committee will discuss the execution of focus group surveys. The focus groups will be carried out by the third party in consultation with OIE and the committee. They will include administration, faculty and staff and take place in November 2007.
4. In Jan-Feb of 2008, OIE will gather the results from the survey and focus groups and prepare a report by March-April 2008.

At its meeting on April 25, the diversity committee reviewed these plans. The committee enthusiastically reports them to the April 30 meeting of the faculty senate.

At the April 25 meeting the Diversity Committee also responded to concerns regarding the lack of concern for diversity when ad hoc administrative committees are created. Beginning with the first meeting of fall 2007, the committee will begin the process of creating a template to which persons forming committees may refer when creating committees to establish new programs of various kinds. The committee will submit the plan in the form of a resolution to be considered by the senate and sent to the administration.