

DEPAUL  
UNIVERSITY



## President's Diversity Council



Annual Report 2008-2009

Office of Institutional  
Diversity and Equity

August 2009

# President's Diversity Council Annual Report 2008-2009

## Introduction

The President's Diversity Council (PDC) was established in November 2006 as one of the many strategies to operationize Goal 3 of *Vision Twenty12: Be a model of Diversity*. To this end, the PDC strives to create initiatives, programming, and recommend policy to achieve strategic objectives that were outlined in the university wide Vision Twenty12 planning process.

The PDC is in its third year of operation, and continues to work diligently to research, develop, and implement strategies to build a more diverse DePaul community. In completing this mission, the PDC works collaboratively with several areas including Enrollment Management, Academic Affairs, Staff and Faculty Councils, Student Affairs, and Operations.

## Vision Twenty12 Year Three Accomplishments

The following accomplishments were achieved by the PDC in the third year:

- Secured Faculty Council Endorsement for the Faculty Search Guide and worked collaboratively with Academic Affairs to purchase a software program that will transform Faculty searches to an on-line system;
- Developed the Faculty Exit Interview process and interview survey;
- Held two successful panels about Career Advancement at DePaul University where more than 150 staff attended;
- Worked with OIPR staff to develop retention questions that were included on the Staff Satisfaction survey to ascertain the perceptions of staff about the retention and inclusiveness of diverse staff;
- Held a planning meeting to develop and implement a Student Diversity Summit, which brought students together from all diverse groups to dialogue, learn, and plan the summit;
- The creation of the Men of Color blackboard site;
- Held the third annual Abrahamic Religious Traditions Interreligious dialogue, where 60 faculty, staff, students and community members attended;
- The development of a networking reception for diverse faculty and staff;
- Ernst and Young recognized the President's Diversity Council as a best practice of institutional commitment and accountability at its National Conference;
- DePaul University placed No. 12 overall—and its retention strategies received special recognition among the top 10—in a national ranking of the 50 best workplaces for managers from diverse backgrounds issued by Diversity MBA Magazine in Spring 2009; and,
- VP of Diversity asked to present at American Council on Education about the President's Diversity Council and its activities as a best practice to include the Faculty Search Guide.

The work of the PDC will continue to focus on bringing important constituents together to strategize and assist in the implementation of programs, policies, and initiatives that will support in the recruitment and retention of diverse students, faculty and staff, while continuing to build upon our diversity strengths.

### **Committee Structure and Work**

The following committees work as teams to create and implement initiatives that address climate, retention, recruitment, and the success of diverse constituencies, as well as to achieve the objectives as stated in Goal 3. These work teams in year three focused on issues affecting students, faculty, staff, climate, and religious diversity. The committees are listed below.

1. Faculty Recruitment and Retention Subcommittee
2. Student Recruitment and Retention Subcommittee
3. Staff Recruitment and Retention Subcommittee
4. Religious Diversity Subcommittee
5. Power, Culture, and Climate<sup>1</sup>

The PDC held three full council meetings during the 2008/2009 academic year. The subcommittees, however, met much more frequently to discuss research, current trends and issues, and to complete their subcommittee's objectives for year three of Vision Twenty12. Subcommittee membership is open to the entire university community, and many individuals throughout the campus participate in PDC subcommittee work.

Featured in this document are the final reports, as submitted by the chairs of each subcommittee.<sup>2</sup> These reports detail the discussion themes of the third year of the council, the issues that were discussed, and recommended solutions and strategies to remedy these concerns. The corresponding strategic objective(s) as written in Vision Twenty12 begins each report. In many instances, these objectives overlap committee work and responsibilities.

### **1. Faculty Recruitment and Retention Subcommittee**

#### **Strategic Plan Related Objectives**

*Objective 3a. Attain leadership in recruitment and support of diverse faculty, staff and senior administrators.*

#### **Goals and objectives of subcommittee for 2008/2009**

The Faculty Recruitment and Retention Subcommittee's primary work last year was to prioritize DePaul's most pressing issues with Faculty Recruitment. Therefore, the year was spent in ratifying and securing approval of the Faculty Search Guidelines Handbook, which outlines useful strategies, from the point of creating job advertisements to the point of hire, and covers the entire faculty search process from start to finish. The Handbook was vetted through the shared governance structure, first going forward for review and discussion to the SOF (Status of the

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<sup>1</sup> The Power, Culture, and Climate committee met infrequently last year, did not submit a report, and will be phased out in year four of the PDC.

<sup>2</sup> These reports were submitted in June, and include corrections for syntax, minor and grammatical errors.

Faculty), and subsequently presented to the full Faculty Council in March of 2008. After much discussion and revision, Faculty Council endorsed the Handbook and also agreed at the March meeting that further revision of the document did not have to be presented to and voted on by Faculty Council.

The Faculty Exit Interview tool was also designed, and is a set of exit interview questions that should be standard practice for all faculty who leave DePaul. Key to this process is that these interviews be compiled, critically analyzed for themes and trends, and assessed regularly, at the departmental and college level, and by the Provost for Academic Affairs. The Faculty Exit Interview survey will be implemented this year.

### **Recommendations of subcommittee for 2008/2009**

- a. The University should conduct ongoing self-assessment projects around the issue of diversity, in addition to exit interviews. These assessment projects might target areas of weakness identified by the Presidents Diversity Council.
- b. Implement annual discussions among Department Chairs, Deans, the President, the President's Diversity Council, and the Office of Institutional Diversity and Equity about emerging trends that might surface during exit interviews, so that an ongoing institutional conversation and self-assessment is conducted regarding diversity and issues of equity regarding faculty of color.
- c. Implement training initiatives for faculty chairs that cover the best practices for yielding a diverse search, and to implement the strategies as outlined in the handbook.
- d. Host regular training sessions to address faculty of color recruitment and retention issues.
- e. Work with Faculty Council to increase the number of faculty of color on FC.



### **2009/2010 Priorities**

In the fourth year, the Faculty subcommittee will work toward:

- a. Operationalizing the Faculty Search Guidelines Handbook, hosting faculty panels on the "how to's" of proactive faculty searches and assist with the implementation of the new faculty hire on line system;
- b. Identifying issues of retention and promotion for diverse faculty; and,



- c. Exploring and implementing initiatives to increase the number of diverse associate professors to full professor.

## 2. Student Recruitment & Retention Subcommittee

### Strategic Plan Related Objectives

**Objective 3b.** *Exceed national norms in recruiting, retaining and graduating a diverse student body, with an emphasis on first generation, economically disadvantaged urban students.*

**Objective 3d.** *Create programming for all constituents of the DePaul community that affirms the central place of diversity in the university's mission and institutional culture.*

### Goals and objectives of subcommittee for 2008/2009

- a. Hold a Diverse Student Summit at DePaul that reaches out to leaders of diverse student organizations. The estimated budget for such an event would be approximately \$4,000.
- b. Student Affairs: There are subcommittee members representing Student Affairs, but the range of student support services covered by Student Affairs needs to be shared with our subcommittee; thus, we need to discuss the range of activities to determine next steps.
- c. Student Retention versus Student Recruitment – The Student Subcommittee has focused on Student Retention issues to date, but needs to discuss Student Recruitment issues.
- d. Expand composition of subcommittee – The Student Recruitment & Retention Subcommittee has conducted outreach to many offices, but all of the major student-related activities have not yet been discussed.
- e. VP of Diversity should frequently present and report about diversity initiatives to DePaul's Board of Trustees.

### Tasks and activities completed in 2008/2009

- a. In spring 2009, held initial planning session for Student Summit with President of SGA, other student leaders, outside speaker, VP of OIDE, representatives from Student Affairs, and chair of Student Recruitment & Retention. All agreed that a planning meeting to discuss the goals and objectives of the summit was appropriate for 2009/2010 and that holding the summit

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 Student's Diversity Council  
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 The Cultural Center  
 Student Affairs

Become a part of something great!

**Diversity @ DePaul:**  
 Student Organizations' Role, Perspective, and Leadership

Friday May 15, 2009 12-4pm

Lincoln Park Student Center 120A  
 2250 North Sheffield Ave.  
 Chicago, IL

Featuring Motivational  
 Keynote Speaker:  
 David Stovall, Ph.D.  
 Associate Professor, UIC

For more information contact:  
 Charles Snelling  
 President, Student Government Association  
 (773) 923-7550 (LPC Office)  
 csnelling@depaul.edu

Miranda Standberry-Wallace  
 Office of Institutional Diversity and Equity  
 (312) 962-6672 (Group Office)  
 mstandbe@depaul.edu

**FREE and Open to the public. Lunch Provided. Join Us!**

- Keynote (by Dr. David Stovall)
- Panel discussions on leadership and succession planning
- Diversity Student Summit Planning (09-10)
- Networking

in the following academic year would be optimal, with planning beginning early in fall for a Winter 2010 event.

- b. The members of the Student Recruitment & Retention Subcommittee expanded in 2008/2009 to include more representatives from Student Affairs.
- c. Enrollment management committee members have updated the PDC about diverse student recruitment activities and solicited PDC attendance at events held throughout the year.
- d. The Board of Trustees' meeting schedule now incorporates reports directly from the University Vice President for Institutional Diversity and Equity.

### **Recommendations of subcommittee for 2009/2010**

- a. Work with Student Affairs offices to hold Diverse Student Summit in winter 2010.
- b. Work to date has emphasized the traditional undergraduate student; consideration should be given to the diversity and needs of the adult student population, in particular in the Kellstadt Graduate School of Business.
- c. Attention should be given to the activities in the PLUS Program and increasing university personnel and student awareness of these resources.
- d. Create an orientation program for new PDC members and PDC Student Recruitment & Retention Subcommittee Members.

### **Resources (created or utilized as primary research sources for work).**

- a. Documentation of minutes of Diverse Student Summit Planning Committee meeting to serve as foundation for 2009/2010 Student Summit.
- b. Costs for Diverse Student Summit Planning Committee meeting funded by office of Institutional Diversity and Equity.

## **3. Staff Recruitment and Retention Subcommittee**

### **Strategic Plan Related Objectives**

*Objective 3a. Attain leadership in recruitment and support of diverse faculty, staff and senior administrators.*

### **2009/2010 Goals and Objectives**

- a. Work with OIPR to re-create data provided in all reports for current year.
- b. Create a survey for staff concerning upward mobility and career opportunities within DePaul University.

- c. Examine the current staff exit interview process for possible modifications.
- d. Work with HR about establishing training needs for staff.
- e. Examine status of staff recruitment for development of staff search handbook similar to faulty recruitment handbook.
- f. Work with OIDE to develop an internal job fair.

**Tasks and activities completed in 2008-2009**

- a. After meeting with the senior researcher in OIPR, the sub-committee discovered that the data we sought resided within Human Resources. At a subsequent meeting with the HR Recruitment Manager, she shared with the sub-committee Recruitment’s goals of implementing in FY2010 a study of promotions, internal and external hires. In addition, the HR Hiring Manager shared with the sub-committee the department’s goal to rebuild, re-tool, network and outreach to identify the best candidates and hires for DePaul.
- b. Since this was the year for the University’s faculty/staff satisfaction survey, the committee sought to avoid survey fatigue and instead requested and was granted the opportunity to provide two questions addressing employee diversity and career opportunities for diverse staff that were inserted in the staff satisfaction survey.
- c. The sub-committee met with the HR Employee Relations Manger, regarding the exit interview process and offered our assistance with getting more staff to participate in the process.
- d. The HR Training Manager, met with the sub-committee and discussed the assessment project of surveying staff regarding training needs. The sub-committee offered to be a resource and partner with HR in order to outreach to and serve diverse staff.
- e. Panel presentations about job development strategies for DePaul staff replaced the proposed internal job development fair. Two panel presentations were held in May—one on each campus. The sessions were well attended with more than 150 staff attending the events.

**President's Diversity Council** Staff Recruitment and Retention Sub-committee presents

**Moving Up The Career Ladder @ DePaul:**  
Job Development Strategies

Facilitated by: **Glenna Ousley**  
Director, Community Outreach  
Chair, PUC Staff Recruitment and Retention

Food will be provided.

Hear advice from DePaul academic professionals about moving up the higher education career ladder. Personal strategies and stories will be shared in this interactive panel presentation.

**LINCOLN PARK**  
MAY 20, 2009  
Location: **Munroe Hall, Room 114-116**  
Time: **12 noon - 1:30 pm**

Panel of Presenters [Lincoln Park]:

- **Dr. Rafaela Weller**  
Associate Vice President, Academic Affairs
- **Meredith Doughu**  
Staffing Coordinator, Human Resources
- **Darryl Arriaguen**  
Director, Admissions Operations and TeleServices Center

**LOOP**  
MAY 28, 2009  
Location: **DePaul Center, Room 8005**  
Time: **12 noon - 1:30 pm**

Panel of Presenters [Loop]:

- **Bonnie Hirsch**  
Vice President for Finance
- **Georgianna Torres Reyes**  
Assistant Vice President, Mission and Values
- **Jane McGrath**  
Assistant Vice President, Enrollment Management and Marketing
- **Daphne Smith**  
Staffing Manager, Human Resources
- **Darryl Arriaguen**  
Director, Admissions Operations and TeleServices Center

Sponsored by: **President's Diversity Council** **STAFF COUNCIL**

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**Diversity and Equity**

**Recommendations of subcommittee for 2009/2010**

The sub-committee benefitted greatly from the information and data shared by representatives from Human Resources and the Office of Institutional Planning and Research who made presentations to the sub-committee about their work and areas of responsibility. Based upon those meetings the following recommendations are put forth.

- a. **Exit Interview Process:** Work with HR to develop a plan to encourage greater participation in the university's Staff exit interview process. Currently, participation is so low that information gleaned from the process is not distributed to managers and senior leaders for fear of skewing the results. This, however, inadvertently dismisses legitimate feedback resulting in a lost opportunity for quality management and staff retention.
- b. **Recruitment:** Letter from the University President to be posted on the HR website stating the university's commitment as an equal opportunity employer.
- c. **Retention:** Continue to partner with Staff Council and HR concerning programs, such as the Job Strategy Panels, that inform, educate and empower staff to be proactive on professional development for career satisfaction, progress, and service to DePaul.

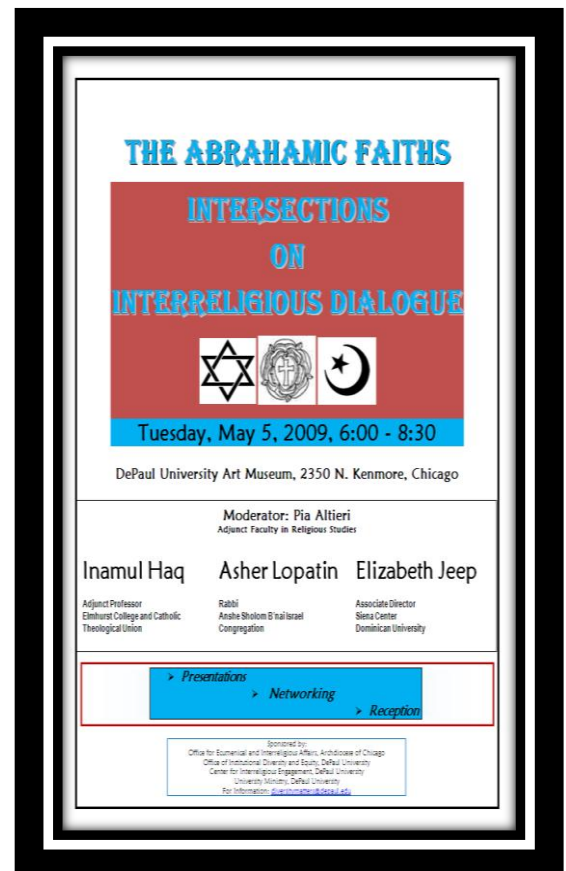
#### 4. Religious/Spiritual Diversity Committee

##### Strategic Plan Related Objectives

*Objective 3c. Expand opportunities for DePaul community to study and practice religious faiths in a pluralistic environment.*

##### Goals and objectives of subcommittee for 2009/2010

- a. **Marketing Message:** DePaul's marketing and public relations departments should create a marketing campaign to communicate the message that it *"is because the University is Catholic and Vincentian that the University supports religious diversity."* GOAL: Group needs to explore new strategies for this coming year 2009/10.
- b. **Communications:** Improve the Office of Institutional Diversity and Equity's website to include the marketing message, and to provide practical information about the different religious communities and their events.
- c. **Calendar:** Create a University calendar that reflects and honors religious diversity. GOAL: Group began some work via the Office of Institutional Diversity and Equity Website.
- d. **Policy:** The Office of Institutional Diversity and Equity to lead a discussion aimed to create and publish in faculty and student handbooks a policy that takes into account the religious diversity needs. GOAL: Will need to follow up with OIDE to see how we can move forward on this goal, from





a practical and institutional level.

- e. Space: Provide appropriate physical space to accommodate different religious/spiritual practices/rituals. This goal was successful and was accomplished this year (see note below).
- f. Educational Programming: Undertake an audit of curriculum and co-curriculum offerings in our academic schedule to support a strategic approach to enhance religious pluralism, across the curriculum. And ensure that institutional ceremonies reflect the best of our religious pluralism. Audit has been completed. Follow up on the conversations and recommendations on institutional ceremonies.
- g. University Ministry: A plan is needed for new hires to “fill in gaps” related to leadership, such as a much-needed Muslim chaplain to be on staff. And, provide budget resources to respond to the needs of faith traditions (e.g., sacred literature, symbols, supplies such as candles and prayer rugs, etc.). Much has been completed.
- h. Coordination: Create a continuing religious diversity committee responsible for coordination and communication, to oversee the maintenance of values in this area and to confirm that the practical needs of the varied religious communities are being met.

#### **Tasks and activities completed in 2008/2009**

- a. Continue regular committee meetings.
- b. Work collaboratively with OIDE Educational Programming model.
- c. Successfully hired a part-time Muslim Chaplain.
- d. Obtained UMIN funding to complete enhancement to our Loop Muslim prayer space.
- e. Obtained new enhanced LPC sacred space for our Muslim community (space includes new office for Muslim chaplain, a community gathering space and a bigger prayer room).
- f. Obtained Vincentian Adornment Fund/ UMIN funds to enhance the aesthetic nature of our LPC (includes, commissioning original sacred art, and purchasing sacred art for space).
- g. Begun appropriate conversation that will move forward on our goal to have our institutional ceremonies reflect the best of our religious pluralism.

#### **Recommendation of subcommittee 2009/2010**

Subcommittee has identified following goals for next year 2009/2010:

- a. Marketing message- Need to explore more systematically (find new strategies);
- b. Policy work- Need to work closely with OIDE to see what is recommended;

- c. Follow up on Website and Calendar work- Much of this work has already begun, but some follow up is needed; and,
- d. Provide recommendations regarding DePaul's institutional ceremonies and religious inclusion.

### **Conclusion and Future Plans**

The PDC will continue its charge as a body that advises the President and the Office of Institutional Diversity and Equity about university policies and procedures that have an impact upon diverse constituencies, exploring issues that affect underrepresented groups, and assist in the creation and implementation of programs and activities that will ensure the achievement of goals as outlined in Vision 2012. An emphasis upon staff and faculty retention, non-traditional methods of recruitment for faculty, staff, and students, forming a comprehensive training and programming calendar to include an on-line registration venue, operationlizing the Faculty Search Guide and new on-line faculty search process, and implementing the Faculty Exit Interview Survey, will be the priorities for year four.