

DEPAUL  
UNIVERSITY



# ANNUAL REPORT

## 2012-2013

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*The President's  
Diversity Council*



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## **INTRODUCTION**

The President's Diversity Council (PDC), established in November 2006, advises the President and the Office of Institutional Diversity & Equity (OIDE) on diversity issues and strategies. The Council is charged with assisting the OIDE and the University in creating and developing diversity initiatives, programming and policies designed to achieve diversity objectives as outlined in the University's strategic plan.

After six years of operation, and working under the new directives of the current strategic plan, V2018, the President's Diversity Council (PDC) believed strongly that it was time to reexamine its structure and revisit member's roles and responsibilities to ensure the efficacy and sustainability of the PDC moving forward.

As part of this effort, a team of PDC members attended a PDC conference in Washington, D.C. regarding diversity council effectiveness. Members used the knowledge they gained at this conference and PDC member input to create a restructuring plan as well as to propose a detailed outline of roles and responsibilities for PDC members. In order to complete this work PDC members researched university and corporate PDC groups and reviewed bylaws, committee charges and other relevant sections on rules and procedures, which were utilized in the DePaul PDC restructuring process.

The restructuring plan was vetted by the full PDC membership and approved at its final Spring Quarter meeting. The newly-restructured PDC proposal was presented and approved by the President in May of 2013. Acquiring necessary approvals, the PDC will operate under the new structure starting in the fall of 2013.

### **NEW STRUCTURE: OBJECTIVES and MEMBER COMPOSTION**

This section highlights the revisions to the PDC restructuring plan, including the objectives, membership composition and newly-created committees<sup>1</sup>.

The PDC has historically operated under the auspices of the Office of the President with the VP of the OIDE as the Chairperson. This will continue in the new structure. Also, the PDC is composed of representatives from across all areas of the University, and the PDC Membership reflects an inclusive cross section of diversity champions and representatives. The new structure will change in composition to accommodate the newly-created College Diversity Advocates that were requested by Faculty Council and approved by the President in 2013. Employee Resource Groups, as well as the Staff Council and Student Government, also will have representation on the PDC. PDC members are chosen to serve on the council based upon differing variables that include diversity expertise, leadership skills and a willingness to commit time and effort toward achieving DePaul's diversity vision. Members are appointed for a two -year

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<sup>1</sup> The full restructuring document is included here in appendix II.



term and may serve a maximum of two consecutive terms. All appointments are approved by the President.

The PDC collectively believed that the objectives and duties of the PDC should be clearly articulated. To that end, training and orientation will be provided to PDC members in order to allow them to maximize their effectiveness and their role within committee work, as well as the larger council. These orientations will be held each year and will be provided to members when they are first appointed to the PDC.

PDC objectives as articulated in the revised structure include:

1. The PDC shall advise the VP of the OIDE and the President regarding the development and implementation of policies and programs designed to enhance campus diversity, inclusion and engagement for all members of the university.
2. The PDC shall communicate diversity benchmarks and work in partnership with others to foster effective diversity management practices that promote faculty, staff and student diversity.
3. The PDC shall address diversity challenges, topics and opportunities that may be especially relevant to specific population groups.
4. The PDC shall provide forums for highlighting events that address diversity issues.
5. The PDC shall maximize diversity education and the development of diversity competencies across the university.
6. The PDC shall create, maintain and market a list of diversity accomplishments at DePaul.
7. The PDC shall create and submit to the President an annual diversity report outlining diversity recommendations.
8. The PDC shall serve as a diversity resource for offices/colleges throughout the university.

### **NEW COMMITTEE STRUCTURE**

Another new component of the revised PDC structure includes the creation of a new committee structure. When the PDC first began its work in 2006, the membership established committees that were based primarily on stakeholder groups, including the Student Recruitment and Retention Committee, the Staff Recruitment and Retention Committee, the Faculty Recruitment and Retention Committee and the Religious Diversity Committee. In the PDC restructuring process, members voiced concern that this practice put diversity issues into silos and that it also contributed to the creation of power- and hierarchy-related issues.

To address these concerns, the new committee structure is based now on work themes. It was agreed that as the work of the PDC is completed, these committees likely would evolve and change to reflect emerging diversity trends and issues. In addition, these newly-named committees are standing working groups with appointed chairs. Finally, committees may change over time to reflect the strategic objectives as determined by the President. Committee member composition consists of current PDC members and non-PDC University volunteers.



Following are the newly-reconstituted PDC committees.

- 1. Recruitment Committee - Diversifying the University:** This committee will research best practices on the recruitment of diverse faculty, staff and students and make policy recommendations when appropriate. They will work with the VP of OIDE and other university departments on creating programs and initiatives that will assist in achieving this goal. They also will conduct two welcoming receptions for new faculty and staff of color each year.
- 2. Retention and Engagement of Diverse Groups Committee:** This committee will focus on creating an engaged campus climate where diverse faculty, staff and students feel welcomed and included. They will work with the VP of the OIDE and other University departments to identify and develop creative programs and initiatives that will assist in achieving this goal.
- 3. Marketing and Communications Committee:** This committee will focus on all forms of social media and messaging in order to provide a comprehensive diversity marketing message to internal constituencies that details strategic themes and major accomplishments of Vision 2018 diversity efforts.
- 4. Diversity Forum Planning Committee:** This committee will concentrate on creating and implementing an annual diversity showcase at DePaul University.
- 5. Benchmarking, Research and Analysis Committee:** This committee will be the research arm of the PDC. Its efforts will concentrate on national, state and internal data, the creation of an Equity Scorecard and the creation and implementation of a diversity engagement survey.
- 6. PDC Membership and Succession Planning Committee (ad-hoc committee comprised of each of the PDC committee chairs):** This committee will be an ad-hoc committee charged with assisting the VP of the OIDE with the process of nominating new PDC members to the President, as well as helping with the subsequent orientation the newly-appointed PDC members.



## **DIVERSITY DEFINITION**

Another important accomplishment of the PDC in 2012 was to come to an agreement on DePaul's working diversity definition. The PDC researched the following university statement and agreed that it should be the foundation and working diversity statement for DePaul and secured both Presidential and Office of the Secretary approval. In addition, the PDC agreed to include a statement that reflects additional diversity dimensions. Below are both statements that comprise the university's working PDC diversity definition.

“A commitment to diversity has been a hallmark of the DePaul University mission for much of its history. When other institutions imposed quotas on ethnic religious minorities, DePaul rejected quotas. Even before the language of diversity became commonplace, DePaul understood its Vincentian mission to entail a commitment to creating an open and richly diverse community of learning. A diverse community includes women and men who have widely differing class; ethnic, racial, religious and sexual identities and who bring the riches of their cultural experiences into the learning environment. In a truly diverse university, all aspects of the community administration, faculty, staff and students – will reflect this common commitment to create a rich interaction of people of widely differing backgrounds. To fail to meet the challenges we face in creating and maintaining this community is to negate our mission. As a private, religiously-affiliated institution of higher learning, DePaul sees education within the context of a particular mission as the reason for our existence” (Statement on Diversity, Resolution of the Board of Trustees of DePaul University – May 20, 1999)<sup>2</sup>. Additionally, diversity at DePaul encompasses many factors including, but not limited to, first-generation, immigrant, economically disadvantaged, race, culture, ethnicity, gender, disability, religion, sexual orientation and veteran status.”

## **OTHER PDC ACTIVITIES AND ACCOMPLISHMENTS**

Listed in this section are other important initiatives implemented by the PDC in the 2012/2013 academic year. Although much of PDC's focus was on restructuring, it also was able to complete a number of other, significant strategic initiatives.

### **Employee Resource Groups (ERG'S)**

The OIDE, along with the PDC's support, made a strategic decision to incorporate ERG's into the PDC's membership composition. ERG's have long been considered a best practice in the field of diversity for fostering employee engagement and inclusion. All DePaul ERG's had a representative on the PDC and were actively involved in committee work. In addition, ERG's are working together with OIDE to create an online presence that incorporates the combined descriptions of ERG's and instructions for joining them. PDC ERG's include:

- DePaul University's Black Leadership Coalition

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<sup>2</sup> BOT Board Resolution; May 1999.



- The DePaul Women's Network
- Latinos Empowered at DePaul
- ELEVATE
- The LGBTQ Affinity Group

### **The National Center for Faculty Development and Diversity (NCFDD)**

The Faculty Retention and Recruitment Committee, as part of its objectives to ensure faculty success, invited the President of the National Center for Faculty Development and Diversity (NCFDD) in the springs of 2011 and 2012. NCFDD's programs and services are designed to help new faculty increase writing output, maintain work-family balance and to assist in the creation of broad networks of collegial support on campus – all factors that the PDC agreed would especially help under-represented faculty at DePaul.

As a result of this programming and based on positive faculty response, DePaul entered into a yearlong contract with the NCFDD. This program was launched in the fall of 2012 and continued until the end of the 2013 academic year. The NCFDD provided 134 DePaul faculty and represented nine colleges with a 24-hour online community of more than 5000 scholars. The Academic Deans Council agreed to renew the contract with NCFDD in the 2013/2014 academic year, and in the second year of the program, the contract will be evaluated for future renewal.

### **New Staff Welcoming Reception**

A new staff welcoming reception was planned and hosted by the PDC Staff Retention and Recruitment committee, Human Resources and the OIDE. Eighty new staff members attended this event. The purpose of this event was to create institutional affinity, welcome new employees to DePaul and to inform them about the diversity commitment and engagement opportunities available to them as members of the DePaul family. ERG's were present to meet and mingle with new employees and to host informational tables. This event will be held once a year moving forward.

### **Partnership with Career Services and PDC**

The PDC's Student Recruitment & Retention Subcommittee worked with the Executive Director of the Career Center on two student initiatives. The first was a campaign to increase diverse students in internship opportunities. An email was developed and sent out by the PDC Student Subcommittee chair, outlining the importance and benefits of an internship for undergraduate majors. The email also emphasized the importance of students signing up for DePaul Experience and taking advantage of all of the workshops offered by the Career Center. As a result, the Career Center experienced an increase in student traffic after the email was sent. The increased traffic included more freshmen and students wanting to use their own jobs for the internship program.

Based on the recommendation of the PDC, another initiative created in collaboration with the Career Center was to develop undergraduate student placement statistics, broken down by race and ethnicity as well as by college/school. The Director of



the Career Center shared this data with each dean during their annual summer meeting. This data has facilitated an on-going dialogue between the Career Center and the deans that focuses on encouraging and improving involvement among diverse students in their respective college/school internship opportunities.

### **CONCLUSION**

The PDC'S work and its members are recognized leaders of the University community, who are assisting DePaul in implementing its diversity strategic objectives. This process of creating a vital university-wide council that ultimately became a recognized body charged with effectuating diversity change took deliberate planning, implementation and action.

Throughout its years of operation, the PDC has established broad-based campus representation and participation among university stakeholders into the PDC membership and committee work. This year, the PDC took the bold step of reorganizing and seeking Presidential approval for this newly-constituted PDC, even though it meant eliminating some of its members. This act took courage, commitment to the greater diversity goals of the University and leadership support. It is in this way that the PDC has secured a sustainable future in assisting both the President and the OIDE in advancing diversity at DePaul and achieving the diversity objectives as outlined in V2018.



**APPENDIX I**

**2012/2013 MEMBERSHIP**

Chair: Elizabeth Ortiz, Vice President for Institutional Diversity and Equity		
1	Imran Ali	School for New Learning & Staff Council Diversity Committee Chair
2	Darryl Arrington	DePaul Black Leadership Coalition (DPUBLIC), <i>President</i>
3	Miriam Ben-Yoseph	School for New Learning
4	Joy Boggs	DePaul Women's Network President- Elect (DWN), 2013 - 2014
5	Guillermo (Memo) Campuzano	University Ministry
6	Ronald Chennault	School of Education
7	Anthony Chung	College of Computing and Digital Media
8	Emily Duddleston	Student Government Association (SGA) Representative #2
9	Camilla Fojas	Latin American Studies
10	Christine Gallagher-Kearney	DePaul Women's Network President (DWN), 2012 - 2013
11	Dustin (Dusty) Goltz	College of Communication
12	Sandra Jackson	Center for Black Diaspora
13	Jay Jones	University Real Estate
14	Laura Kina	Art and Art History
15	Judith Kolar	Plus Program
16	Elizabeth Martinez	Center for Latino Research
17	Allen Moye	College of Law
18	Elizabeth Murphy	College of Commerce
19	Jesus Pando	College of Science and Health
20	Rosa Perez	Human Resources
21	Francesca Royster	English
22	Sandra Shelton	College of Commerce
23	Brian Spittle	Enrollment Management & Marketing
24	Kathryn Statz	Athletics
25	Rico Tyler	Student Affairs
26	Laura Warren	Office of the General Counsel
27	Rafaela Weffer	Academic Affairs
28	Caroline Winsett	Student Government Association (SGA) President 2012-2013
29	Dexter Zollicoffer	The Theatre School
30		
OIDE Staff		
1	Elizabeth Ortiz	Vice President for Institutional Diversity and Equity
2	Barbara Schaffer	Associate Vice President for Diversity
3	Jose Perales	Director of Operations
4	Arlette Johnson	Investigator
5	Miranda Standberry-Wallace	Diversity Program Coordinator
6	Charles Snelling	Diversity Project Coordinator



## **PDC Restructuring Proposal**

### **INTRODUCTION**

In 2012, the President’s Diversity Council (PDC) agreed to revisit the current committees and structure to provide a proposal to the President about a streamlined PDC. As part of this effort, a team of PDC members attended a PDC conference in Washington, D.C. regarding diversity council effectiveness. Members used the knowledge they gained at this conference and PDC member input to create this document and propose a restructuring of the current PDC structure, membership, roles and responsibilities. In addition, members researched university and corporate PDC groups and reviewed bylaws, committee charges, and other relevant sections on rules and procedures, which were utilized in the DePaul PDC restructuring process.

The first discussion item of this committee was to define diversity at DePaul. The committee researched the following university statement and agreed that it should be the foundation and working diversity statement for DePaul and secured Presidential and Office of the Secretary approval. In addition, the PDC Restructuring Committee agreed to include a statement that reflects additional diversity dimensions. Below are both statements to be included as the active working PDC diversity definition.

“A commitment to diversity has been a hallmark of the DePaul University mission for much of its history. When other institutions imposed quotas on ethnic religious minorities, DePaul rejected quotas. Even before the language of diversity became commonplace, DePaul understood its Vincentian mission to entail a commitment to creating an open and richly diverse community of learning. A diverse community includes women and men who have widely differing class; ethnic, racial, religious and sexual identities and who bring the riches of their cultural experiences into the learning environment. In a truly diverse university, all aspects of the community administration, faculty, staff and students - will reflect this common commitment to create a rich interaction of people of widely differing backgrounds. To fail to meet the challenges we face in creating and maintaining this community is to negate our mission. As a private, religiously-affiliated institution of higher learning, DePaul sees education within the context of a particular mission as the reason for our existence” (Statement on Diversity, Resolution of the Board of Trustees of DePaul University - May 20, 1999). Additionally, diversity at DePaul encompasses many factors including, but not limited to, first-generation, immigrant, economically disadvantaged, race, culture, ethnicity, gender, disability, religion, sexual orientation and veteran status (PDC, 2012)

### **PURPOSE**

This document serves to outline the PDC, its structure, organization, membership roles and responsibilities, committee composition, and objectives. The PDC is designed to serve as a working advisory body to the President and the Vice President of the Office of Diversity and Equity (VP of OIDE). The VP of OIDE serves as the official Chair of the



PDC and represents the President on this Council. The PDC's main priority is to foster effective diversity practices and initiatives in fulfillment of the University's diversity strategic planning and operational goals. As such, the PDC is a forum to discuss diversity issues, share ideas and information, collaborate on diversity programs and initiatives, recommend policy, and leverage university resources in creating a more inclusive and diverse campus climate.

### **PDC MISSION**

The President's Diversity Council (PDC) will promote collaboration and communication by bringing together representatives from constituency groups to actualize DePaul's diversity goals and objectives. Reporting to the VP of OIDE, the President's Diversity Council will advise the President regarding diversity issues, and serve the University's diverse populations by recommending coordinated institutional procedures that help achieve the objectives as outlined in the current strategic plan.

### **PDC OBJECTIVES**

1. The PDC shall advise the VP of OIDE and the President regarding the development and implementation of policies and programs designed to enhance the campus diversity, inclusion, and engagement for all members of the university.
2. The PDC shall communicate diversity benchmarks and work in partnership with others to foster effective diversity management practices that promote faculty, staff and student diversity.
3. The PDC shall address diversity challenges, topics, and opportunities that may be especially relevant to specific population groups.
4. The PDC shall provide forums for highlighting events that address diversity issues.
5. The PDC shall maximize diversity education and the development of diversity competencies across the university.
6. The PDC shall create, maintain, and market a list of diversity accomplishments at DePaul.
7. The PDC shall create and submit to the President an annual diversity report outlining diversity recommendations.
8. The PDC shall serve as a diversity resource for offices/colleges throughout the university.

### **PDC STRUCTURE**

The PDC operates under the auspices of the Office of the President with the VP of OIDE as the Chairperson. The PDC is composed of representatives from across all areas of the University and the PDC Membership shall reflect an inclusive cross section of diversity dimensions. Additionally, members of the PDC are chosen based on many factors that include, but are not limited to: qualifications, diversity expertise required to achieve council goals, leadership skills, and a willingness to commit time and effort toward achieving DePaul's diversity vision. Members are appointed for a two -year term and may serve a maximum of two consecutive terms. After being off the council for one full



term (two years), members may be eligible to serve again. The Council shall be made up of 31 members.

**A. Membership Composition - Composition of the membership will include the following:**

- Chair
- 11 Faculty Reps/ 1 from each college/school and 1 the Associate Vice President (AVP) of Academic Affairs<sup>3</sup>
- 11 Staff to include two reps from Staff Council and the AVP of Diversity Education
- 2 SGA members
- 1 Faculty Council member
- 1 Representative from each University-recognized affinity group (currently 5 groups)

**B. PDC selection process**

- Current PDC members will recommend nominees to the President
- Deans of each college/school will nominate an individual from their respective college/school
- 10 Staff members are identified by PDC (to include 2 Staff Council representatives and the AVP of Diversity Education)
- SGA will nominate two student representatives
- Each affinity group will send names of nominees to be considered as PDC members
- The President reviews the recommendations and makes final appointments

**C. Proposed Membership Terms, Roles, and Responsibilities**

- Each member shall serve a two-year consecutive term for no more than two consecutive terms
- Shall attend a PDC orientation and annual retreat
- Shall attend all meetings (Failure to attend 75% of scheduled PDC and assigned Committee meetings can result in loss of membership on the PDC.)
- Shall review and become knowledgeable of diversity core concepts as detailed in the “Repository of Diversity Resources” as found on the OIDE website
- As part of service, faculty and staff will receive a letter of service for personnel file
- Each member shall receive a Certificate of Appreciation signed by the President

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<sup>3</sup> Faculty Diversity Advocates will serve as long as they officially represent their respective college as the Diversity Advocate.



- Staff and faculty shall be allowed the time to attend meetings, and this work load will be counted toward University service

**Each PDC member who agrees to serve on the Council will:**

- Be the voice of their respective councils, commissions, committees, and constituencies;
- Be knowledgeable and have an understanding of diversity core concepts and best practices;
- Be willing to serve on search and other University committees;
- Promote visibility to increase awareness of the PDC and act as a diversity ambassador to their respective college/school/department and stakeholders;
- Be present at PDC events;
- Attend PDC and PDC Committee meetings;
- Report out to stakeholders and others on progress of overall PDC activities and initiatives;
- Be an engaged leader and participant to include: research, analysis, strategy, and policy recommendations;
- Assist in the transition of new members;
- Work with Academic Affairs and other faculty to build diversity into the curriculum; and
- Conduct new PDC member orientations (along with OIDE staff).

**E. PDC MEETING SCHEDULE**

Meetings of the full PDC membership are scheduled at the discretion of the chairperson and will be held each quarter. The meetings will alternate between the Loop and Lincoln Park locations. PDC Committee meetings are scheduled by each committee chair and established by each working group based on availability. The frequency of these meetings is set by PDC Committee chairs in consultation with their committee membership.

**COMMITTEE STRUCTURE**

Each committee will be comprised of no more than 20 members and will be vetted by the VP of OIDE and Committee chairs. These Committees are standing working groups with appointed chairs. Committees may change over time to reflect the evolving nature of diversity work and strategic objectives as determined by the President and the PDC. Committee members consist of current PDC members and non-PDC University volunteers. These Committees shall serve as an opportunity for volunteers to receive diversity exposure and training. Successful volunteers maybe nominated to the full PDC after a period of service on a PDC Committee.

These Committees shall:

- Report to the larger PDC membership at quarterly meetings;



- In collaboration with VP of OIDE, set strategic themes and work for their respective Committee;
- Co-chairs shall facilitate these meetings, create agendas, keep minutes, and draft Committee annual report; and
- Attend all meetings (failure to attend 75% of scheduled meetings can result in loss of membership on Committee (and for PDC members, loss of membership on PDC).

#### **A. PDC Committees**

##### **7. Recruitment Committee: Diversifying the University**

This Committee will research best practices on the recruitment of diverse faculty, staff, and students and make policy recommendations where appropriate. They will work with the VP of OIDE and other University departments on creative programs and initiatives that will assist in this goal. They will conduct two welcoming receptions for new faculty and staff of color.

##### **8. Retention and Engagement of Diverse Groups Committee**

This committee shall focus on creating an engaged campus climate where diverse faculty, staff, and students feel welcomed and included. They will work with VP of OIDE and other University departments on creative programs and initiatives that will assist in this goal.

##### **9. Marketing and Communications Committee**

This committee shall focus on all forms of social media and messaging in order to provide a comprehensive diversity marketing message that details major strategic themes and major accomplishments of Vision 2018 diversity efforts.

##### **10. Diversity Forum Planning Committee**

This committee shall concentrate on creating and implementing an annual diversity showcase at DePaul University.

##### **11. Benchmarking, Research, and Analysis Committee**

This committee shall be the research arm of the PDC. Its efforts will concentrate on national, state and internal data, the creation of an Equity Scorecard, and the creation and implementation of a diversity engagement survey.

##### **12. PDC Membership and Succession Planning Committee (ad-hoc committee comprised of each of the PDC committee chairs)**

This committee shall be an ad-hoc committee and is charged with assisting the VP of OIDE with the process of providing nominations for new PDC members to the President, as well as helping with subsequent orientation of the newly-appointed PDC members.



### **PDC STAFF SUPPORT**

All OIDE staff are *ex-officio* members of the PDC and serve as liaisons to the various committees. OIDE staff will support the work of the PDC, serve on Committees, and provide staff support for developing and distributing meeting agendas and arranging meeting logistics. OIDE staff serves as a vital resource to PDC members.

### **PDC ALUMNI**

All past PDC members and members who rotate off the Council in any given year shall be PDC Alumni and maybe called upon by the PDC membership as a diversity consultant to PDC current projects and initiatives. All who serve and have served on the PDC are diversity champions and they shall continue to be invited to PDC events and in an advisory capacity to the PDC.

