

**IU Board of Trustees
Campus Diversity Committee
Annual Report**

Chancellor/Provost: Chancellor Una Mae Reck
Campus: Indiana University South Bend
Date: July 29, 2009

Indiana state law (IC 21-27-4-4) requires the Trustees of Indiana University to create a diversity committee on each campus to issue an annual report to the Trustees regarding findings, conclusions, and recommendations relating to each of the statutorily defined areas below. This template was created to facilitate development of a consistent and concise report to the Trustees, which may also be shared with the Indiana Commission for Higher Education and interested members of the Indiana General Assembly. Please submit a completed report by August 3, 2009 to the Office of the Vice President for Diversity, Equity, and Multicultural Affairs.

Review and recommend faculty employment policies concerning diversity issues.

We recommended that these steps be initiated by appropriate offices in collaboration with this committee:

1. Review current recruitment strategies for identifying qualified minority faculty and develop a centralized system (under the Affirmative Action Office) to ensure that appropriate publications and databases are being utilized in all faculty searches.

- Findings:

A centralized system and process is in place to ensure that ads in minority publications as well as online education search sites are used. This process will continue to be used for the next five years in order to collect data to ensure that appropriate channels are being used to garner the greatest number of minority applicants for positions within the university.

- Recommendations:

This process should continue to be monitored for effectiveness on a yearly basis.

2. Track how each school or college compares to the ratios in our local community. Explore how well IU South Bend does in retaining minority faculty once they have been hired.

- Findings:

Work is underway to develop and implement a Diversity Dashboard that will illustrate to the larger campus community the recruitment efforts and

outcomes of hiring overall and that will allow the campus to track how each school or college compares to the ratios in our local community and how well we are retaining minority faculty once they are hired.

- Recommendation:

A Diversity Dashboard will be available on the Campus Diversity web page by the end of Summer 2010.

3. Develop a multi-track system for hiring faculty members so that when a qualified minority candidate is identified a streamlined process can be initiated so that the candidate is not lost due to delays in the hiring process. Ensure that minority candidates are linked to campus mentors when they come for interviews to answer any questions they might have about the local community and available services.

- Findings:

Given current hiring practices at Indiana University, it is not possible to develop a multi-track system for hiring faculty that would allow a process to be streamlined when a qualified minority candidate is identified.

- Recommendation:

We will focus our efforts on linking candidates to appropriately trained campus mentors when they come to campus for interviews.

4. Utilize the IUB Fulltime Faculty Teaching Fellow (FFTF) program to attract qualified minority candidates to campus by providing housing on campus for them. Explore creating our own ABD program linked to the HBCU institutions. Target areas where our chances are good to be able to attract and hire a qualified minority candidate.

- Findings:

Discussion is ongoing about the possibility of offering a campus owned home to visiting scholars and international faculty rent-free for one year. Currently, there are no budget dollars available.

- Recommendation:

Developing a process to recruit qualified minority candidates through an FFTF-style program will continue to be a focus for 2009-10.

Review faculty and administration personnel complaints concerning diversity issues.

We currently have two structures in place on campus to handle faculty or administration personnel complaints: the Faculty Board of Review or Human Resources Office (for non-faculty administrative personnel) and the Affirmative Action Office. For 2008-09, there have been no complaints concerning diversity issues handled at either the level of the Vice Chancellor of Academic Affairs or the Chancellor.

We recommended that we review and clarify the processes currently in place, paying particular attention to evidence of how they are evaluated for effectiveness. We suggested the campus might want to explore creating an Ombudsperson position that would function to educate faculty and staff (and students) about the campus complaint procedures and bring to campus attention any deficits in the structures we have created to deal with such complaints.

- Findings:

A new Affirmative Action Officer was hired during the 2008-2009 school year. During the review of policies and procedures, guidelines were tightened up to ensure that the entire campus community is aware of appropriate complaint procedures. Four compliance training sessions were held for faculty and staff to increase their awareness of their responsibility to report problems and how to hand them off effectively. Review of policies and procedures will continue on a yearly basis and compliance training will reflect any issues that need to be addressed.

- Recommendation:

We recommend that all faculty and staff handbooks are updated annually to reflect any changes in policies and procedures. The Student Code of Conduct is currently under review and will be updated before the end of Fall semester.

Make recommendations to promote and maintain cultural diversity among faculty members.

We recommended that these steps be initiated by appropriate offices in collaboration with this committee:

Create a new section on the faculty annual report--Diversity--where faculty report all the different ways in which they have engaged with diversity in their teaching, research and service. Incorporate recognition of outstanding diversity engagement into the calculations of annual raises.

The Academic Senate should address the diversity in the faculty on at least an annual basis.

Use UCET and FACET to develop a formal series of diversity awareness workshops and train a cadre of faculty in diversity awareness so that they can serve as mentors to new minority faculty as well as continue to train other faculty members in diversity awareness with the goal of creating an inclusive campus climate that respects difference. Develop a plan to evaluate the success of this effort.

Develop a formal mentor training program through UCET so that all faculty assigned to mentor new colleagues have been trained in what is expected of them to make the mentoring experience more uniform across campus. Continue to monitor these mentoring experiences so that improvements can be made as needed.

- Findings:

This area needs to be developed and will remain a recommendation for the 2009-2010 academic year.

- Recommendation:

We recommend that the Academic Senate examine the inclusion of diversity issues in the faculty through discussions on the Senate Faculty Welfare Committee and the Senate Committee on Teaching. This would include considering campus-directions for the faculty annual reports that address diversity.

We also recommend that the Affirmative Action officer consult with the new Director of UCET to explore the possibility of developing a series of diversity awareness workshops for the campus.

Make recommendations to promote recruitment and retention of minority students.

We recommended that these steps be initiated during the 2008-09 academic year:

1. Examine the possibility of hiring an African-American recruitment officer whose duties would mirror those of the Hispanic recruitment officer as well as appropriate clerical support.

- Findings:

Recommendation was accomplished June 2009.

2. Begin planning to create a student recruiting network to assist in recruiting and retaining minority students on campus, along the model of the Peer Mentor program. Students in this program would be trained in diversity awareness and mentoring and would be paid a small stipend for their work.

- Findings:

The process initiated through Making the Academic Connection program in the Student Affairs Office will continue through the 2009-2010 academic year.

3. We believe the Office of Admissions and our recruiting teams should reflect the diversity of the campus. As attrition occurs, or additional positions are added, efforts will be made to increase staff diversity. All staff involved in admissions and recruiting should undergo the same diversity training through UCET as the faculty, with regular refresher courses and evaluation of ongoing progress.

- Findings:

The Office of Financial Aid has taken this recommendation and made a minority hire in June 2009.

- Recommendation:

With several open positions in the Office of Admissions, we recommend that efforts to increase staff diversity continue.

Conclusion:

IU South Bend continues to be committed and focused on these recommendations and will continue progress toward reaching them over the upcoming academic year.