

Committee on Diversity and Equity

September 9, 2015

Debriefing on MU policing meeting

- Jean Grow met with new provost, Dan Myers and Chief Mascari over the summer and presented the committees' findings from focus groups and recommendations for changes to campus security alert reporting. Provost Myers has agreed that change is necessary. He has initiated the process.

Committee Goals for Academic Year

- Our priorities for the year:
 - 1) review of the climate study findings,
 - 2) ongoing monitoring of policing concerns in regards to diversity,
 - 3) implementation of the *Excellence in Diversity and Inclusion Award*
 - 4) continue to monitor faculty salary data for gender and equity issues.

Award for Diversity and Inclusion

- The *Excellence in Diversity and Inclusion Award* was approved by the provost over the summer. It will be awarded at the Pere Marquette dinner in the spring of 2016.
- Publicity- Members emphasized and recommended the need for early publicity and education across multiple venues/groups

October 12, 2015

Updates on policing/public safety announcements.

- The safety alert change should go into effect "soon"

Campus Climate

- 1) Plan to incorporate campus climate open forums based on population/group (i.e. faculty of color, women faculty, student populations, etc.)
- 2) Eva Martinez working to organize the students' open forums
- 3) Committee will choose three common themes to focus on

Diversity and Inclusion Award

- Reviewed Diversity and Inclusion Award timeline change, discussed criteria for award and selection
- Staff will have a parallel award to faculty- need to determine what the gift for the award will be. CDE will strongly encourage that they are equal.
- Publicity- want at least 3 weeks of promotion before nominations are due

Presentation by Marya Leatherwood, Vice Provost for Strategic & Academic Planning

- Adding “a community of inclusion” to the strategic plan and the objectives that would align with the plan. (attracting more diverse students, faculty and staff, more opportunities for diverse learning and scholarship, engage with the community, etc.)

University Assessment Committee
September 18, 2015
Raynor Library Conference Room A

Present: Sharron Ronco (Chair), Susan Bay, Jodi Blahnik, Marilyn Bratt, Karen Evans, Noreen Lephardt, Maureen McAvoy, Andrew Oswald, Pol Vandavelde, Guy Simoneau, John Su, Fred Sutkiewicz, Baolin Wan, Jean Zanoni

The meeting was called to order at 9:05 by Sharron Ronco who shared the reflection sent by Brittany Wyatt.

Updates on the Core Curriculum revision (John Su):

3 main points:

1. The core revision website is an important resource
2. Where the CCRC is in the review process:
 - 3 steps for Fall:
 1. Initial survey that was just sent. Response rate of 35% is consistent with climate survey
 2. Take survey results to each College for conversation with aim to move toward learning outcomes; encouraged members of UAC to be at those meetings
 3. After college conversations completed will have another campus-wide survey with suggested learning outcomes
3. Where are UAC's key places for input:
 - Be at college meeting to inform conversation regarding how to assess learning outcomes.
 - Feedback on the survey itself: Discussion centered primarily on Question 2 (Degree to which you believe outcome can be assessed). Issues raised were: campus-wide survey might not be best place to ask Question 2 because all outcomes can be assessed; don't want people to focus only on those outcomes that are easily assessed; want to get buy in from faculty and worried may not if they are not aware that LO's will be assessed; perhaps rephrase question to ask *how* LO's could be assessed rather than *whether* LO can be assessed; suggest to narrow down LO's before ask faculty how to assess. John said will have concept papers to help inform faculty of LO's, suggestions for frameworks and assessments, and where is accountability for assessments.
 - Look for ways to talk to CCRC

Approval of minutes:

The minutes of the Sept. 4, 2015 meeting were approved.

Updates from the Chair:

- New PAL orientation/refresher workshop today and another one scheduled for next Thursday. Deadline for program assessment reports is Oct. 23rd. The annual peer review session is scheduled for Nov. 13th.
- Dean Holz was invited to attend a UAC meeting and accepted. He will be here at the next meeting and requested questions/topics for discussion. Discussed what should be the focus of our conversation with him: how we can support him in assessment in A&S; does he view that we are supporting him; suggest need for assessment “expert” in college that could support programs and PALs across the college; how could assessment structure in A&S be more efficient (i.e., is PALs structure working, need for more training); provide assessment metrics and programs who are/are not meeting metrics; recognize unique challenges present in A&S and how to best address those challenges. Issue of resources was raised and need to integrate assessment into existing structure rather than adding an external person to address assessment. Revisions to Core will impact A&S so provides another reason to think about how assessment might be better addressed. Requested Sharron send us the draft of what is sent to Dean Holz.

Updates on revising assessment of the Co-curricular programs (Jodi Blahnik):

Individual program LO’s and assessment reports were not working because so much of what they do is interdisciplinary. Assessment committee met to determine 5 main interdisciplinary domains and then LO’s for each domain. Next steps will be approval of LO’s and then curriculum mapping. Discussed whether LO’s were specific to Co-curricular or if there is overlap with institutional outcomes, strategic plan, and other program outcomes. Recommended a hiatus for 2015-16 assessment report since assessment plan will be under development during this academic year. Recommend sending program a note of commendation and appreciation of all the work they have done.

5. Review of new assessment plan for the Interdisciplinary Applied Math Economics Major:

Agreement that assessment plan was acceptable. Discussed 3 year review cycle and how LO’s might change at end of cycle to reflect more challenging outcomes, and whether measures (2 exams in 2 courses) were sufficient.

6. Review the charter/functionality of UAC:

Out of time for this meeting so suggest putting it at beginning of agenda for next meeting. Suggest having meeting with Provost for input as think about revising the charge for our committee. Send ideas to Sharron before next meeting.

Meeting was adjourned at 10:29.

Respectfully submitted,

Karen Evans

UAS MEETING MINUTES

I. Call to Order - Dr. Cheryl Maranto

II. Reflection – Ms. Courtney Guc

III. Approval of September 21, 2015 minutes

- Approved

IV. Chair's Report – Dr. Cheryl Maranto

- After climate results were presented, we will now hold a series of forums to come up with 3 identifiable forums to come up with 3 action items we can accomplish
 - Week of November 9th:
 - Nov 11th 12-1:30 AMU 227, specifically for UAS senators
 - Review findings, this forum is to brainstorm and come up with 3 specific actions
 - 2 other open forums this week
- Hearings were held last week to go to president
 - This is advisory to president
 - This decision will likely be forthcoming in the next couple weeks
- Monthly meeting with president to get a sense for concerns and issues in faculty. Any thoughts/concerns you would like raised, email Dr. Maranto. Ask colleagues if they would like something raised

V. Vice Chairperson's Report – Dr. James Richie

- Faculty council met in September and discussed issues of employees
- Guests from university staff senate
- Working on a resolution, goal is to bring this to senate next weekend
- Hoping to have a chair picked out
- Next meeting on Monday
 - Will work on charges after resolutions

VI. Secretary Report – Dr. Noreen Lephardt

- Nothing to report

VII. Provost's Report - Dr. Daniel Myers

- Update on searches
 - In the middle of interviewing for vice provost for academic affairs, former position of Gary Meyers
 - Dean of communications search
 - Collecting applications
 - Selecting airport interviews soon
 - College of Nursing Search
 - Next agenda item
 - Writing prospectus and advertising
 - Vice provost for student affairs
 - Starting soon

- Would like to have latter 3 begin positions July 3rd
- Graduate enrollment
- Working on budget for next year
 - Establish enrollment goals for next year
 - Provisional goals set
 - Reporting soon

VIII. Update on Huron recommendations on Graduate Enrollment - Dr. Linda Salchenberger, Associate Provost for Academic Planning and Budgeting

- Brought Huron back from UG project to work on review of graduate masters degree programs
 - More focus on professional programs
 - Enrollment plan will be completed by December 2015
 - Met with steering committee, provost, deans
 - Exit meetings are forthcoming (Dan and Doug Woods, and Brian Till, also Doug and OMC)
 - Looked at market data for why a grad student would choose to come
 - Grad program revenue is mostly in college, not split up by program
 - Professional Graduate Program Market
 - Employers less willing to pay tuition
 - Online Schools
 - Grad programs less emphasized than UG program
 - Huron recommended focusing on value proposition and not cost
 - More focus on incentives
 - Ineffective at student yield and recruitment
 - Some data collected by college, grad school, and dept
 - Associate and faculty want to collaborate but MU needs more of a venue for doing this (support, infrastructure, incentives)
 - Need to advertise future after a grad degree from MU online
 - Search engine optimization
 - Grad school web page doesn't grab student groups
 - Not linked to associations that advertise programs
 - Matching a grad student with an alum would also be helpful
 - Need a better way to get information/contact for prospective students
 - New program ideas
 - Need better ways to support faculty with new program ideas
 - Pricing and Financial Aid
 - MS and PhD is together so may consider splitting this bucket to

IX. Program Review Update - Dr. Linda Salchenberger, Associate Provost for Academic Planning and Budgeting

- Program review items online
 - Data-driven
 - Outcomes-oriented
 - Focused
- Outstanding instructors to teach core and intro courses
- Class sizes
- More post-award grant management
- More consistent process in faculty review
- Develop academic information repository that would allow units to access all relevant data on demand

X. Update on Joint Bio-Medical Engineering Department with MCW – Dr. Kristina Ropella, Dean Opus College of Engineering (4 to 4:15) ([Presentation](#))

- MU and MCW used to be a joint program
- MU was one of the first BME programs
 - To continue to recruit best students, faculty, grants, we need to increase capacity to do more
 - Good time to collaborate with MCW
 - Goal: grow SE WI BME reputations
 - We have all the critical pieces necessary
 - Undergraduate program won't change much
 - Will allow Undergraduate students the ability to work in labs, develop courses, and see the clinical side
 - Graduate program will be jointly shared
 - Diplomas will be from both institutions
 - Revenue and expenses will be shared
 - Develop terminal masters program
 - This month, they presented pre-proposal to both boards of trustees
 - Full proposal to be presented to both BOTs December
 - Bigger deal for MCW because they are creating a new dept but the leadership is excited.
 - Joint PhD will run through grad school and UAS
 - Marketing departments have already been working on branding
 - There will be 1 single chair to have an integrated program
 - Faculty will be 'leased' like contractors, all will have joint appointments and joint termination

XI. Additional Revisions to Committee Statutes (Committee membership) – Dr. Cheryl Maranto

Motions to Approve

- Revise Article 4 section 2.01 (University Committee on Faculty Promotion and Tenure membership) delete Vice Provost for Research and Dean of the Graduate School and add Vice Provost for Faculty Affairs
 - Motion carries
- Revise Article 4 section 3.01 (University Library Board membership) delete the Vice President for Student Affairs (undergraduate student) and the Vice Provost for Research and Dean of the Graduate School (graduate student) will recommend student members to the Board who serve for one academic year and add Marquette University Student Government will select one undergraduate student and the Graduate Student Organization will select one graduate student to serve on the Board as voting members.
 - Motion carries
- Revise Article 4 Section 3.04 (University Assessment Committee) delete the Vice Provost for Undergraduate Programs and Teaching (as a member of the committee) and the Committee shall be chaired by the Vice Provost for Undergraduate Programs and Teaching or a designee of the Vice Provost and add the Committee shall be chaired by the Assessment Director.
 - Motion carries

XII. Adjourn

The next meeting will be Monday, November 16 at 3 p.m. in AMU Ballrooms C/D

October 23rd and October 27th 2015

Introduction

Overview of the year's activities (see next page for full list) – need volunteers to help with two upcoming events:

 Ideas Fest – November 2nd

 “Telling Your Story” session – November 16th—more narrative driven process this year.

Make coherent.

List of characteristics of successful proposals—team of 3 read set of pre-proposals and provided initial feedback, Jeanne attempted to link similar projects, original team of 3 and additional team of 3 read final proposals to provide numerical feedback (strongly recommended, meritorious, not suited for Innovation funds/need further development), then the council discussed why project ranked 1 and 3, all 1s were sent to ULC (53 proposals), ULC divided by strategic plan theme and reading led by Goal Stewards [three questions: how innovated? Likely impact for MU and broader community? Risk?], then top 3 per theme sent to President and Provost. P+P also looked at smaller projects that could be funded as well as top choices by both IC and ULC. Did not review lowest ranked. Range of funded projects: <\$5,000 to \$200,000. Some were multi-year, sustainable. Be innovative for more than just MU.

Rubric for evaluation (see attached first draft)—how will it withstand the test of time? Engage multiple disciplines. Advance at least one of the strategic goals.

Office hours—different council members to help applicants get feedback; log questions that cannot be answered. Also helps publicize what we're doing.

Ideas for exhibiting posters—around libraries, around office hour meetings, online

Publicizing events, deadlines, etc.

OCTOBER UFPRC MEETING

This week in the UFPRC meeting we discussed:

- Marquette's [Digital Accessibility](#) Initiative – Like most universities, Marquette has generally handled online access for students with disabilities on a case by case basis but there have been several high profile lawsuits filed against universities for lack of compliance on the part of their online platforms. Marquette has committed to being proactive on this issue and working over the course of the next several years to bring all of our online properties into compliance which will be less costly in the long run than the liability from a lawsuit. Final budget determinations on this have yet to be made.
- The price elasticity of higher education demand. We had a great presentation from Dr. Daniels in economics about how changes in tuition rates can change demand as a precursor to discussing Marquette's tuition plan for next year.
- We also discussed updates to our enrollment numbers and projections. Those should be out and public by the end of October.

COT OCTOBER AGENDA

1. Discussed the possibility of switching to a new provider for course evaluations (currently MOCES); Alix Riley, Director of Institutional Research and Analysis, will be consulted to see what other alternatives/options are out there

2. Discussed concerns regarding professors of online courses (and traditional lectures) using private digital course support programs (e.g., MindTap); discussed possibility of coming up with guidelines or 'best practices' for faculty when developing their courses; discussed also raising awareness with department chairs; will continue to discuss this topic at next meeting.

University Assessment Committee
October 30, 2015
Raynor Library Conference Room A

Present: Sharron Ronco (Chair), Susan Bay, Jodi Blahnik, Marilyn Bratt, Karen Evans, Noreen Lephardt, Marta Magiera, Maureen McAvoy, Andrew Oswald, , John Su, Pol Vandeveld, Joyce Wolburg, Brittney Wyatt
Absent: Laura McBride, Guy Simoneau, Fred Sutkiewicz, Baolin Wan, Jean Zaroni

- I. Meeting was called to order by Sharron Ronco at 9:00 AM
- II. Reflection offered by Maureen McAvoy
- III. **Call to approve October 2nd, 2015 UAC Minutes**
Motion to approve (with friendly amendments): Maureen McAvoy, Second: Karen Evans
Voice vote: Unanimous.
- IV. Noreen recommended that Sharron send a follow up email to Rick Holz, Dean of the College of Arts and Sciences, thanking him for sending additional representatives from the College of Letters and Sciences to the UAC and providing him with the minutes from the 10/2 UAC meeting to remind him of UAC needs for the future.
- V. **AY 2015 Assessment Reports not yet completed (attached)**
Sharron needs to follow up with those who have not yet completed to be sure that they know the correct process of submitting reports (e.g., the need to click “completed”).

Discussion about programs with too few students:

- PALs should at least make a statement on the reflection page that they’re collecting assessment data and will aggregate it with future years’ data to assess the program’s delivery of its learning outcomes.
- Discussion about potential FERPA violations at issue when programs with very few students are assessed. Sharron noted that because assessment information is not publicly available, there may not be a FERPA issue. Noreen suggested that we consult with counsel just to be sure because in the past counsel advised that there would be a FERPA violation in this kind of situation. Karen also expressed concern.
- Committee advised that Sharron contact Laura Bautista, Associate General Counsel at Marquette, to determine if assessment of smaller programs would violate FERPA, and if so, how we might avoid those violations.
- The concern is that programs with few students will avoid their obligation to report. Thus, perhaps there is a way to make some information in ARMS inaccessible to anyone but the PAL, so that reporting is still maintained, but there would be no FERPA violation.
- In the meantime, we could develop a policy that requires programs with fewer than X students to indicate in the reflection component of ARMS that they are gathering data and will aggregate it and report on it every three years.
- Whatever solution is determined, it must then be communicated to the PALS, along with all new assessment processes.

Joyce Wolburg will follow up with Communications Dept. people who have not finished.

Sharron hopes that the Committee can help get other reports completed. Sharron will contact Deans to inform them of late report status. Even if programs did not do assessment last year, PALs should submit a report stating that they're working on it for next year.

Discussion about holding departments accountable for submitting assessment reports:

- Suggestion to contact Marya Leatherwood or Dan Myers to ask for suggestions regarding how to incentivize departments to complete reports. We could invite one or both of them to a UAC Committee meeting to discuss this problem.
- General discussion about communicating the importance of assessment as more than a faculty service requirement, but as an obligation to the university and students.
- John suggested that we inform programs in the year before reports are due of the importance of assessment. Tell them that there is an immediate and relevant benefit to their program in completing the reports, and that therefore we're expecting compliance with the assessment process in the coming year. Joyce agreed, indicating that departments are not seeing the reward to their program that can come from doing assessment. Therefore, we need to communicate that to departments. Noreen suggested that departments who have taken an active approach to meeting assessment requirements and who have gained knowledge and expertise from that experience tell their stories to the departments who don't see this.
- **Motion by Maureen, seconded by Joyce that we invite Dan Myers to a future UAC meeting to discuss the importance of assessment and gain university-wide support. Approved unanimously.**

VI. Hiatus Requests

Sharron received a number of hiatus requests from student affairs and co-curricular areas (Career Services, Student Development, Counseling Center, and Recreational Sports) because the Division of Student Affairs is finalizing the shared learning outcomes for all departments within the division. All of these programs will submit reports next year.

Noreen asked whether we communicate end-of-hiatus output expectations to programs that receive hiatus. Sharron has invited affected programs to attend a UAC Committee meeting to report about status of new assessment plans when they are ready. Committee determined that this should be required. If programs on hiatus do not respond/comply, Sharron should report to their deans that they have a hiatus and are noncompliant. Programs who have promised to meet with the UAC in the spring must commit to a meeting date to prevent Sharron reporting to their dean.

Motion to approve four hiatus requests from student services with expectation that they share the status of a new assessment plan development by fall 2016.

(All programs should be required to do this: report in semester after hiatus request as described in previous paragraph.)

Motion to approve Jodi, seconded by Maureen. Approved unanimously.

VII. Preparing for Peer Review Seminar

Sharron asked that Committee members attend as facilitators and obtained commitments from those who can attend.

Sharron is working on obtaining recorders. She needs about a dozen people to fulfill this valuable task. Brittney will ask graduate students. Noreen suggested that Sharron ask for volunteers from the writing lab (Rebecca Nowacek). Other committee members agreed to try to find volunteers. A fallback plan will be to ask someone at each table to perform the task (but this hasn't worked well in the past).

There will be three different topics covered in Peer Review:

1. Best practices:

- Sharon has received confirmation from volunteers from various programs who have done various assessment-related tasks well (e.g., created effective student learning outcomes, curriculum maps, data analysis, or reflections) to present on their best practices. She needs a few more.
- Tables will then discuss best practices, following suggested discussion questions. Committee commented upon suggested discussion questions.
- Goal will be to learn how participants will translate best practices learned from presentations into their programs.

2. Knowing the components of a good assessment process (assessing the assessment process):

- Assessment Process Rating Guide will be distributed to participants with an explanation that this report will be used in the future by the UAC (or a subcommittee or another body). Participants will be asked to react to new rubric.
 - a. Committee offered suggestions to improve Assessment Processing Rating Guide.
 - b. This guide will still be in draft form as it goes to peer review to get more reaction.

3. Discussion regarding the new co-curricular learning outcomes:

- Jodi will present new co-curricular learning outcomes and their background, including the goal of integrating co-curricular learning outcomes and common core as university-level goals to participants.
- We want to know where academic program experiences already intersect with co-curricular learning outcomes.

VIII. Review the charter/functionality of UAC

Sharron reported briefly on a conversation she had with Marya about the functionality of the UAC. To be continued.

**IX. Call for a motion to adjourn,
Motion: Noreen: Second; Jodi
Voice Vote: Unanimous**

Meeting was adjourned at 10:31 AM

Respectfully submitted,
Susan Bay

SVPECC Meeting Minutes

November 30, 2015

1. Updates

- a. It's On Us – Week of Action happened in November, and was very successful (particularly the open discussion hosted by Greek organizations)
 - b. ROTC Collaboration – Additional training, plus *ROTC is willing/interested in doing a poster campaign – possibly in April*
2. First Year Training/Bystander Intervention Training- Continued discussion about how the trainings went, plus a plan to assess the survey results and make improvements for next year.

3. April/Sexual Assault Awareness Month

a. Ideas for activities

i. *Denim Day*

1. *Poster campaign (involve athletes with this)*

ii. *Include athletes in events (delay with It's On Us video)*

iii. *Community event (near west side) – bring in a speaker (Rebecca Campbell) – Take Back the Night?*

1. *Healing Center, SATC, Pathfinders – find out what they have planned – UWM, etc.*
2. *Student org. sponsor this? Confidentiality and mandated reporting for speak out – explore with General Counsel*
3. *Art show/poetry – survivors' stories*

iv. *Bringing In the Bystander – looking for host site for the Midwest (Fall)*

v. *Prayer vigil & ribbon tree (students/staff add their ribbons in support of survivors) – tree in community for this (partnership with Near West Side)*

b. *Greek SVP Committee – Something focused on men*

c. *Month-long initiatives? Focus on one week?*

4. Spring Semester

a. *Ideas for kick off prevention activities*

b. *Men's health initiatives – O'Donnell*

c. *Thank you breakfast for RAs (before start of Spring semester)*

d. *Social media, roundtable, new title IX policy, something more institutional, climate survey results, speaker*

i. *LGB students – room for improvement here, area to focus on*

e. *Rolling out Healthy Sexuality statement*

f. *Spring Break increased risk – thinking about this, efforts around this time (week prior to Spring Break), educational push, campaign*

i. *March 17-28*

5. Next meeting date – Meet in January

Innovation Funds 2015-16 Calendar

| | |
|--------------------------|--|
| September 23, 2015 | Innovation Task Force donors meeting |
| October 14, 2015 | Kick-off and Celebration |
| October 24, 2015 | Imagine Innovation: Creative Space Design Blitz breakout for UA fly-in |
| October 27, 2015 | Human-Centered Innovation Ideation Workshop, 5 pm, Kohler Center (student focus but all welcome) |
| November 2, 2015 | Ideas Fest (with <u>panel discussion on what were the characteristics of successful proposals</u>), 3-5 pm, AMU ballrooms |
| November 7, 2015 | Imagine Innovation: Creative Space Design Blitz breakout for UA fly-in |
| November 16, 2015 | How to Tell Your Story – Developing an Effective Proposal, Time/place TBD |
| November 24, 2015 | Pre-proposals due |
| <i>January 29, 2016</i> | <i>Feedback from council (tentative date)</i> |
| <i>February 2016</i> | <i>Workshop on Refining Your Proposal to Incorporate Feedback</i> |
| <i>February 2016</i> | <i>Budget Development Workshop</i> |
| February 26, 2016 | Final Proposals due |
| <i>April 8, 2016</i> | <i>Innovation Council review complete (tentative)</i> |
| <i>April 2016</i> | <i>ULC review</i> |
| <i>April 2016</i> | <i>President and provost meet to determine awardees</i> |
| <i>May 6, 2015</i> | <i>Announcement of funded proposals</i> |
| <i>May-June</i> | <i>Budget set-up</i> |
| TBD: | Next meeting of Innovation Task Force |

We will likely also want to schedule something in the early spring with current recipients about milestones, other success metrics and reporting. First year reports will be due at the end of the fiscal year.

We will also run a pilot with one of last year's teams that was not funded (the Latina/o Well-Being Research Initiative) using a modified version of the Adobe KickBox innovation process to help move their project forward. (A second team may also now be interested in joining this.)

We submitted a proposal for discussing the Innovation Fund as a best practice at the next AshokaU Exchange (for consideration for the Ashoka U-Cordes Innovation Award) and will also submit for the Phi Kappa Phi Excellence in Innovation Award.