DSP Metrics Task Force Meeting May 2019

Meeting Minutes

Attendees:

Samuel Hemsley

Lauren Copeland-Glen

Priscilla Mills

Calvin Lagassie

Judy Montoya

**Meeting Began at 10:07 AM**

1. Revised draft has been sent out
	1. Included a continuing work plan
	2. All updates are on the Center’s website
	3. President has been constantly updated on the plan and draft
		1. Has been providing feedback
	4. Purpose of document is to make further meetings productive
2. Focus of today’s meeting is questionnaire categories and determining questions for the categories
3. Should we ask departing Chairs for feedback? Yes
	1. Send to all faculty? Yes
	2. We will have open sessions to allow people to come in and provide feedback
4. How will the plan roll out? Is it approved by someone?
	1. Will have a professional roll out through marketing, but otherwise unknown
	2. Maybe get on the fall Faculty Senate agenda
	3. So far it has been sent out to Commission Co-chairs, as well as the other individuals who have been involved with the process over the past two years
5. Goal 4 is focused on the development of metrics, how they will be collected and synthesized
	1. Instead of metrics focus on progress towards goal?
6. Managers and Supervisors
	1. Are they distinct groups in that we could communicate with them separately.
		1. Yes.
	2. Are any of the titles going to change as the survey rolls out? Probably, and we will adjust the DSP as necessary to reflect any changes
7. Questions
	1. Headings/categories for lists
		1. Resources
		2. Curriculum
			1. Might be tied into the Research heading
		3. What would compensation questions be under?
			1. Should be under its own category
		4. Community engagement and campus engagement
			1. Focuses on the larger, external community
				1. It is important for us to discern what individuals do outside the department
		5. Create a job search heading
		6. Should training and events also include conferences?
		7. Are engagement and participation the same thing?
			1. Just need to pick one
	2. Draft Questions
		1. Do you give service credit for being in a committee?
		2. Do you send department reps to diversity symposia?
			1. Is this question about engagement or compensation?
		3. Do you have experts question?
			1. Doubled up under Research and Staff
		4. Diversity Commission Questions
			1. Service questions moved to the service heading.
			2. The rest added to Internal, will work them in as “Logic” questions
				1. Allows us to gather information even if they say they are not aware of certain topics
				2. Will be further looked at
		5. Might just need a section on the commissions, as they are referred to a lot in the document
		6. Clarify support as financial support, as this helps narrow down what we mean
		7. Question about working groups or committees within the department
			1. Are we asking about in-department groups? Or do we mean the diversity commissions?
				1. Focusing on the department/college
		8. Is your department a resources for supporting diversity?
		9. Direct question involving incentive and training put under leadership
		10. BB Ally and UDL under Curriculum while direct accessibility question goes under the accessibility heading
		11. At risk students’ question, likely better placed under the student section
	3. One heading does not have questions
		1. Will leave the headings as we should have questions which focus on the topic
	4. We will work over the summer to refine these questions and revise them as we add logic in Qualtrics
	5. Let Lauren know if you are interested in participating in on-going work over the summer

**Meeting Ended at 11:33AM**