

Office of the Executive Vice President and University Provost

In keeping with the university's commitment to enhance diversity and build an inclusive campus environment, the Office of the Executive Vice President and University Provost (EVP-UP) is committed to providing the leadership and support needed to ensure that the diversity goals set by the academic and administrative units are met. The underlying principle is that diversity must become an integral part of the thinking, planning, work and life of the university. Thus, diversity is not only a stated priority, but is demonstrated in what we do.

With the recent reorganization, the Office of the EVP-UP is uniquely positioned to provide the leadership, coordination, and accountability for the University's diversity efforts. Effective July 1, 2003, all of the deans and the majority of the vice presidents report to the EVP-UP. In addition, the following units are under the Office of the Provost and report to one of four Associate Provosts or the Vice Provost for Diversity and Equal Opportunity.

1. Muhammad Ali Center
2. Department of Distance and Continuing Education
3. Delphi Center
4. International Center/International Development
5. Metropolitan College
6. McConnell Center
7. Multicultural Center (MC²)
8. Faculty and Staff Mentoring Program
9. Multicultural Academic Enrichment
10. Undergraduate Affairs
11. REACH
12. Pathways
13. Upward Bound
14. Women's Center
15. Planning and Institutional Research
16. Academic Information Technology

Since deans and vice presidents have individually submitted diversity plans, the aforementioned units serve as the core basis in the development of the diversity plan for the OUP.

The process of the diversity plan included each of the sub-units submitting individual assessments. The Diversity Planning Taskforce gave feedback on the assessments and the sub-unit diversity plans were submitted to the Vice Provost for Diversity and Equal Opportunity who is responsible for compiling and writing the OUP plan with my review and approval.

**University of Louisville
Office of the Executive Vice President
and University Provost Diversity Plan
2003-2004**

I. Provide leadership in organizing, managing and administering action plan for each sub-unit diversity initiatives

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
|--|---|-------------------------------------|--|
| A. Make diversity an integral part of each sub-unit within the Office of the Executive Vice President and University Provost (EVP-UP). | Each unit will be expected to incorporate diversity into its mission, planning, and day-to-day operations. | EVP-UP and Senior Staff | Ongoing with annual reports |
| B. Each sub-unit will be responsible for implementing its diversity initiatives. However, leadership and evaluation will be provided by the senior staff (Associate Provosts and Vice Provost) for their respective units. | Each unit will implement diversity goals with specific measurable outcomes. | Senior Staff | Implement Fall 2003 Report Annually |
| C. Establish an EVP-UP diversity committee to provide coordination and support for diversity initiatives. The committee will be comprised of sub-unit directors and chaired by the Provost for Diversity or her designee. | The committee will meet on a monthly basis to discuss diversity initiatives and will sponsor at least two diversity programs each year. | Vice Provost for Diversity | Initiate in Fall 2003 Report Annually |

II. Increase Employee Diversity: Recruitment

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
|---|--|--------------------------------|--|
| A. Each sub-unit will establish numerical goals for hiring African American faculty, administrators and staff based on the goals set forth in the scorecard, university diversity plan and Kentucky Plan. | Goals will be identified and assessed for attainment. | Unit directors Senior Staff | Begin Fall 2003 and will be ongoing with annual assessments. |
| B. Unit heads are expected to actively recruit outstanding African Americans for potential targets of opportunity and direct hires. | Unit heads will network with colleagues from other institutions and professional organizations to identify and provide personal outreach to African American candidates and other underrepresented groups prior to filling a position. | Unit directors Senior Staff | Begin Fall 2003 and will be ongoing with annual assessments. |

III. Increase Employee Diversity: Retention

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
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| A. Expand opportunities in Office of EVP-UP for administrative experiences for African Americans. | African Americans will be identified for internship positions as they become available in EVP-UP units. | EVP-UP and senior staff | Implement Fall 2004 and assess annually. |
| B. Provide effective faculty and staff mentoring for women and faculty and staff of color in office of EVP-UP. | Each new faculty member will be assigned a mentor. | Director of Faculty and Staff Mentoring | Implement Fall 2003 and report annually. |
| C. Encourage professional development opportunities for staff | Unit heads are expected provide reasonable time for minority staff to take advantage of professional development and educational opportunities. | Unit Directors and senior staff | Implement Fall 2003 assess annually. |

IV. Increase Curricula and Programmatic Diversity

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
|---|---|---|--|
| A. Expand diversity programs | Each EVP-UP sub-unit will sponsor at least one diversity program each year that will be coordinated through the EVP-UP Diversity Committee. | Directors of sub-units EVP-UP Diversity Committee. | Initiate during academic year 2003-2004 with annual assessments. |
| B. Assess and increase diversity in the curricula | Courses offered through Delphi center are expected to have diversity content incorporated in them to the extent possible | Director of Delphi Center | Fall 2004 and ongoing |

V. Improve Racial Climate within units

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
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| A. EVP-UP will initiate a diversity assessment for the entire university and the results will be disaggregated by unit, race and gender | All employees in EVP-UP are expected to complete the survey and the results will be used to identify areas that need to be addressed | EVP-UP, Vice Provost for Diversity, Senior Staff | 2003-2004 Academic Year and biannually thereafter. |

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| B. EVP-UP will provide opportunities for minority employees to discuss their concerns regarding the racial climate | One of the workshops sponsored by EVP-UP will focus on issues related to diversity in the workplace | Vice Provost for Diversity and CODRE | Implement Fall 2003 and based on need or issues of employees thereafter |
| | Individual and/or group meetings with EVP-UP minority staff will be scheduled with the Vice Provost for Diversity (optional) | | |

VI. Increase undergraduate student diversity

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
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| A. Increase and ensure access to UofL for minority students to attain 16% African American enrollment as required by the Kentucky Plan | Pathways Program will be revamped to focus on preparation of high school students | Associate Provost for Undergraduate Affairs | Immediate and ongoing |
| | Dual enrollment of Pathways students with JCC and UofL will be explored | | |
| | Project Jumpstart for provisionally admitted students, implemented Spring 2003, will be continued | | |

VII. Increase graduate student diversity

While none of the EVP-UP sub-units have specific responsibility for graduate student diversity, the Provost and Vice Provost for Diversity have provided financial assistance for African American graduate students. The Provost has also given approval for partnerships to be established with HBCUs. The Vice Provost for Diversity is taking the initiative to meet and plan strategies for African American doctoral students in CEHD to complete their degrees.

VIII. Increase African American student satisfaction, retention and graduation

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
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| <p>A. The following initiatives are designed to help improve African American student satisfaction:</p> | | | |
| <p>1. Provide funding and resources for African American programs</p> | <p>Continue to provide sufficient funding through the African American Programming Fund and MC² for programming throughout the year.</p> | <p>Vice Provost for Diversity (President and SGA for AAPF)</p> | <p>Academic Year 2002-2003</p> |
| <p>2. Provide access and increase communication between students of color and top administrators</p> | <p>EVP-UP will continue to host monthly diversity forums and key administrators are expected to attend. Strategies to increase student attendance will include holding forums in the Red Barn, and providing food.</p> | <p>EVP-UP and Vice Provost for Diversity</p> | <p>Initiated Spring 2002 and is ongoing</p> |

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| <p>3. Provide opportunities for African American students to interact with African American faculty outside of the classroom</p> | <p>Vice Provost for Diversity will continue to provide funding for Black Faculty and Staff Association (BFSA) to host two receptions each year with African American student leaders.</p> | <p>Vice Provost for Diversity and BFSA</p> | <p>Ongoing, with annual assessment</p> |
| <p>4. Build community and leadership through multicultural student organizations.</p> | <p>MC² and International Student Center will continue to provide space and resources for building community, cross-cultural interaction and leadership development. Activity logs will be kept on student attendance in centers and at leadership retreats.</p> | <p>Directors of International Directors of International Center and MC²</p> | <p>Ongoing, with annual assessment.</p> |
| <p>5. Provide study abroad opportunities.</p> | <p>Vice Provost for Diversity will continue to provide partial funding for study abroad opportunities for American students through PAS.</p> | <p>Vice Provost for Diversity with Director of PAS</p> | <p>Implemented during 2002-2003 academic year and will be assessed annually.</p> |

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
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| <p>B. The following initiatives have been developed to improve retention and achieve graduation rates of at least 45% among undergraduate African American students over a six-year period:</p> | | | |
| <p>1. Office of Minority Affairs changed to Multicultural Academic Enrichment Programs to emphasize its new purpose of improving the retention and graduation rate for students of Color.</p> | <p>MAEP will implement programs that have been proven as best practices in improving the retention and graduation of African American students.</p> | <p>Director of MAEP.</p> | <p>Initiate during 2003-2004 academic year.</p> |
| | <p>MAEP will monitor African American student progress and provide early intervention</p> | | <p>Annual assessment of progress.</p> |
| <p>2. Improve retention and graduation rates through REACH programs.</p> | <p>REACH will continue to provide tutoring, academic assessment, advising, supplemental instruction and enhanced math courses.</p> | <p>Associate Provost for Undergraduate Affairs.</p> | <p>Ongoing, with annual assessment.</p> |

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| <p>3. Improve academic performance and graduation of Porter Scholars over a six-year period.</p> | <p>Porter Scholars' academic performance to 50% mid-term reports from faculty. New Porter agreement will be implemented that will facilitate retention and 50% graduation rate over a six-year period</p> | <p>MAEP Director and Assistant is tracked through</p> | <p>Fall 2003 with annual assessment. Dean of A&S.</p> |
| <p>4. Enrich African American student experience.</p> | <p>Vice Provost for Diversity will continue to provide funding for study abroad through PAS. Porter Scholars are expected to take cultural diversity classes in PAS to learn more about the Black diaspora as a motivational strategy to help improve academic success.</p> | <p>Vice Provost for Diversity MAEP Director Asst Dean of A&S.</p> | <p>Ongoing with annual assessment.</p> |
| <p>5. Increase student support through peer mentoring programs.</p> | <p>Vice Provost for Diversity and Associate Provost for Undergraduate Studies will continue to fund the CONECT program.</p> | <p>Asst Dean of A &S</p> | <p>Ongoing with annual assessment</p> |

IX. Diversity Training and Education

| <u>Initiative</u> | <u>Action Steps</u> | <u>Responsible Person(s)</u> | <u>Reporting Schedule</u> |
|---|---|--|----------------------------------|
| A. Provide diversity training for all EVP-UP employees. | EVP-UP Diversity Committee will sponsor two diversity training workshops each year and all EVP-UP employees will be expected to attend one of the sessions. | EVP-UP EVP-UP Diversity Committee. | Fall and Spring semesters. |
| B. Provide diversity education for EVP-UP employees | EVP-UP employees are expected to attend at least one diversity program each year and will become a part of their annual performance evaluation | Provost, Senior Staff and unit directors | Annually |