

University of Louisville

Diversity Planning Manual

School of Public Health and Information Sciences

October 2005-2008

University of Louisville

Unit Diversity Assessment

C/S/D School of Public Health and Information Sciences

Sub-Unit (optional) _____

What is the current status of employee diversity in your unit? What efforts have been made and what outcomes achieved over the past five years?

Assessment of Current Status:

The School of Public Health and Information Sciences (SPHIS) was re-activated in July 2002. The five departments in the SPHIS are Epidemiology and Clinical Investigation Sciences; Environmental and Occupational Health Sciences; Bioinformatics and Biostatistics; Health Knowledge and Cognitive Sciences; and, Health Management and Systems Sciences.

- July 1, 2002, we had a total of 32 employees: 50% (16) were Caucasian male; 44% (14) were Caucasian female; and, 6% (2) were African American female.
- July 1, 2004, we had a total of 43 employees: 49% (21) were Caucasian male; 5% (2) were African American male; 2% (1) were other male; 33% (14) were Caucasian female; 9% (4) were African American female; and 2% (1) Hispanic female. The increase in male and female African American employees in the SPHIS represents a concerted effort by the Dean and Chairs to identify and recruit talented African Americans.
- August 30, 2005, we had a total of 63 employees: 43% (27) were Caucasian male; 3% (2) were African American male; 6% (4) were other male (Asian and Indian); 35% (22) were Caucasian female; 8% (5) were African American female; and 5% (3) Asian, Hispanic and Indian females.

Efforts have been made in the recruitment of African American/Black faculty and professional staff over the past 3 years with the diversity in the school increasing from a representation of African Americans of 6% AA/Black females in 2002 to 22% non Caucasian faculty that includes AA/Blacks, Asians, Hispanics and Indians. The School has an African American faculty/staff complement of 11% (7).

Basis for Assessment:

Data is collected by the Schools administrative department that keeps track of faculty and staff numbers and level of diversity.

Approved _____

Date _____

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How would you assess the racial climate in your unit? On what evidence is this assessment based?

Assessment of Current Status:

Administration, faculty, staff and students of the School of Public Health and Information Sciences believe that the School has a responsibility to promote and encourage diversity, and that the school does encourage and promote diversity in all areas including racial/ethnic, gender and respect for age, sexual orientation and disability. The majority of respondents said they have not experienced any racial tension between races and overall did not believe issues of race are a problem in the school.

Basis for Assessment:

The assessment was based on the analysis of data from the University of Louisville Diversity Survey that was completed by faculty, staff and students of the School in September 2005. The response rate was 55%. The data gathered will serve as the baseline for assessing the diversity climate over time in the SPHIS. The survey will be conducted annually.

Approved _____

Date _____

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Unit Diversity Assessment

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Sub-Unit (optional) _____

What is the current status of curricular and programmatic diversity in your unit? What efforts have been made and what outcomes achieved over the past five years?

Assessment of Current Status:

Diversity in the curriculum that includes issues of racial/ethnic groups and gender is addressed through various aspects of the curriculum in teaching, research and service. The principle of diversity is also incorporated in the development of grants and in partnerships with the community. Projects have included a focus on racial minority populations and other diverse populations in the Metro area as well as in other areas of the Commonwealth. The school will continue to take steps to incorporate principles of diversity in relevant points throughout the curriculum in teaching, research and service.

Basis for Assessment:

Each department chair was asked to assess curricular diversity in each of their units. The statement above is a summary of their responses.

Approved _____

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Sub-Unit (optional) _____

What is the current status of student diversity in your unit? What efforts have been made and what outcomes achieved over the past five years?

Assessment of Current Status:

Although over the last 3 years the racial and gender diversity of the student body has remained fairly constant the August 2005 class of professional public health degree seeking students has improved the schools diversity. The student body in the School of Public Health and Information Sciences is more diverse with racial and ethnic populations that include Caucasians, African Americans/Blacks, Asian/Pacific Islanders and Hispanics. However it continues to strive to meet the goals established in the University's Score Card. Local and national outreach efforts continue to be made to increase representation of minority and underrepresented groups in the student body.

Basis for Assessment:

The University of Louisville's and the School of Public Health and Information Sciences student tracking systems.

Approved _____

Date _____

University of Louisville
Unit Diversity Assessment

C/S/D School of Public Health and Information Sciences

Sub-Unit (optional) _____

What are the current retention and graduation rates for African American students and students from other under-represented groups enrolled in your unit? How satisfied are students in general with their in- and out-of-class experiences?

Assessment of Current Status:

The School of Public Health and Information Sciences has a one hundred percent (100%) retention and graduation rate. Overall students were satisfied with their in-class experiences. There is currently no assessment of the out-of-class experience. As students get involved in practicum projects outside the school environment this experience will also be assessed.

Basis for Assessment:

The School of Public Health and Information Sciences student tracking system is used to assess retention and graduation rates. End of course evaluations were used to assess their in-class experience.

Approved _____

Date _____

University of Louisville
Unit Diversity Assessment

C/S/D School of Public Health and Information Sciences

Sub-Unit (optional) _____

What is the current status of diversity education for faculty, staff and administrators in your unit? What efforts have been made and what outcomes achieved over the past five years?

Assessment of Current Status:

At this time, there is no formal diversity education program offered specifically in the SPHIS. However, the dean and executive committee are committed to ensuring awareness of the importance of diversity education in the promotion of sound public health principles. In the last year a Diversity Committee has been formed to ensure ongoing educational activities and to monitor the informational needs of faculty, staff and administrators.

Basis for Assessment:

Minutes from Diversity Committee meetings.

Approved _____

Date _____

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Unit Diversity Assessment

C/S/D School of Public Health and Information Sciences

Sub-Unit (optional) _____

What is the current status of diversity education for students in your unit? What efforts have been made and what outcomes achieved over the past five years?

Assessment of Current Status:

Diversity in the curriculum is addressed through various aspects of the curriculum and is included by faculty in the course of teaching and supervising student activities. As practicum placements are established in the newly created professional program, students will have the opportunity to increase their diversity education through community placements. The school will continue to take steps to incorporate principles of diversity in relevant points throughout the curriculum in teaching and research.

Basis for Assessment:

Minutes of meetings and discussions with course instructors and faculty.

Approved _____

Date _____

The Diversity Plan supports the attainment of The School of Public Health and Information Sciences scorecard goals for 2008 listed below.

Employee Related Goals

- By 2008, the School of Public Health and Information Sciences will increase the number of full-time women faculty to twelve.
- By 2008, the School of Public Health and Information Sciences will increase the number of full time African American faculty to three.
- By 2008, the School of Public Health and Information Sciences will have at least one African American executive, administrative or managerial employee.
- By 2008, the School of Public Health and Information Sciences will have at least one African American Endowed Chair and Professor
- By 2008, the School of Public Health and Information Sciences will have at least one female Endowed Chair and Professor.

Student Related Goals

- By 2008, at least 15 African American students will receive master's degrees.
- By 2008, at least 2 African American students will receive doctoral degrees.
- By 2008, at least 3 women will receive doctoral degrees.

**School of Public Health and Information Sciences Diversity Plan
2005-2006**

School of Public Health and Information Sciences Diversity Plan

2005-2006

Area/Issue	Proposed and Continuing Initiatives	Assessment Strategy	Responsible Person(s)	Reporting Schedule
Diversity among faculty, administrators and staff	SPHIS Diversity Advisory Committee	Minutes of meetings	Diversity Committee Chair	Quarterly
	Identify strategies for minority faculty, administrators and staff recruitment efforts	List of schools statewide and nationally for recruiting minority faculty developed	PAT Chair	Quarterly
		Job announcements in diverse media	Dean/Department Chairs	
		Analysis of data on new hires for faculty, administrators and staff	Diversity Committee	Annual
	Distribute Scorecard goals to five SPHIS departments' chairs	Compliance with scorecard goals	Dean's Office Executive Committee	Annual
Asses diversity climate	Diversity survey conducted	Diversity Committee	Annual	
Diversity among graduate students	Develop outreach plan for student recruitment into SPHIS academic and professional programs	Plan developed for working with "feeder" schools	MPH Coordinator/ Administrative assistants /Associate Dean responsible for academic affairs	Quarterly
	Undertake outreach to state and regional undergraduate campuses	Report of outreach plan activities	MPH Coordinator/ Administrative Assistants/ Associate Dean responsible for academic Affairs	Quarterly
	Present program information to diverse student bodies on U of L campus	Undergraduate minority students have information about career possibilities public health and courses offered by SPHIS	MPH Coordinator/ Administrative Assistants	Quarterly

Area/Issue	Proposed and Continuing Initiatives	Assessment Strategy	Responsible Person(s)	Reporting Schedule
Interaction among students and with faculty	Facilitate the creation of the Student Assembly	Association formed. Minutes of meetings	Associate Dean responsible for academic affairs	Annual
	Assess and document activities and diversity climate	Log of student activities. Diversity survey/student feedback on current initiatives and recommendations	Associate Dean responsible for student affairs/Program Coordinators/Diversity Committee	Annual
	Ensure faculty mentoring opportunities	Log of student and mentor pairings	Course Directors/Program Coordinators	Annual
Retention and graduation	Assess and document diversity/climate in current student evaluation instruments in all programs	Instruments reviewed with recommendations for revisions. Assessments conducted	Diversity Committee/Consultant Chairs/Program Directors	Bi-Annual Bi-annual
	Monitor student enrollment and graduation rates (Masters and Doctoral)	Review of student performance data bases	Associate Dean responsible for academic affairs/Office of Student Services	Bi-Annual
Curricular and Programmatic diversity	Review course content for diversity	Report on the extent of curricular content diversity	Diversity Committee/ Course Directors	Annual
	Strategies to improve minority health	Packets with samples demonstrating the inclusion of minority health distributed to chairs	Diversity Committee	Each Semester
	Identify and secure SPHIS subscriptions to journals and reporting agencies	Subscriptions to journals and reporting agencies covering diverse health	Program Directors/Chairs	Annual

Area/Issue	Proposed and Continuing Initiatives	Assessment Strategy	Responsible Person(s)	Reporting Schedule
		care issues and populations New and revised courses including content on diversity	Program Directors/Chairs	Annual
Education for administrators, faculty and staff	Invite internal U of L /external expert to present seminars on diversity	Plans developed for Uof L and external experts Seminar(s) take place	Dean/Diversity Committee	Annual
	Report to faculty, staff and students on diversity in the SPHIS	Report(s) presented	Dean/ Diversity Committee	Annual

**School of Public Health and Information Sciences Diversity Plan
2006-2007**

School of Public Health and Information Sciences Diversity Plan

2006-2007

Area/Issue	Proposed and Continuing Initiatives	Assessment Strategy	Responsible Person(s)	Reporting Schedule
Diversity among faculty, administrators and staff	SPHIS Diversity Advisory Committee	Minutes of meetings	SPHIS Diversity Officer	Monthly to Faculty Forum and Executive Forum
	Strategies for minority faculty, administrators and staff recruitment efforts	Review of job announcements in diverse media Analysis of data on new hires for faculty, administrators and staff	Diversity Committee	Annual
	Scorecard goals	Review scorecard goals against current status of faculty and staff	Diversity Committee	Annual
	Asses diversity climate	Diversity survey conducted	Diversity Committee	Annual (Fall semester)
Diversity among graduate students	Review outreach plans for student recruitment into SPHIS academic and professional programs	Plan developed for working with “feeder” schools in Eastern Kentucky and Illinois	MPH Coordinator/ Administrative assistants /Associate Dean responsible for student affairs/Director of the MPH Program	Annual
	Present program information to diverse student bodies on U of L campus	Undergraduate minority students have information about career possibilities public health and courses offered by SPHIS	MPH Coordinator/ Administrative Assistants	Bi Annual

Area/Issue	Proposed and Continuing Initiatives	Assessment Strategy	Responsible Person(s)	Reporting Schedule
Interaction among students and with faculty	Assess and document activities and diversity climate	Log of student activities. Diversity survey/student feedback on current initiatives and recommendations	Associate Dean responsible for student affairs/Program Coordinators/Diversity Committee	Annual
	Ensure faculty mentoring opportunities	Log of student and mentor pairings	Course Directors/Program Coordinators	Annual
	Improve student input to the Diversity Committee	Two student member to join the Diversity Committee	Associate Dean for Student Affairs and Diversity Committee	Fall 2006
	Provide opportunities for faculty/staff/student interactions e.g. luncheons, film showing etc.	Evidence of activities e.g. Flyers	Diversity Committee	Annual
Retention and graduation	Finalize policies that relate to faculty/staff recruitment and retention; student recruitment Monitor student enrollment and graduation rates (Masters and Doctoral)	Review of student performance data bases	Associate Dean for Student Affairs/Office of Student Services	Annual
Curricular and Programmatic diversity	Distribute Manuals 1. The Health of Diverse Populations: A Compilation of Journal Articles 2. Learning and Teaching in a Diverse Classroom	Completed manuals Monitor use of materials through faculty and student e-mail surveys Monitor changes in curricular offerings and course content through e-mail surveys	Diversity Committee	Annual

Area/Issue	Proposed and Continuing Initiatives	Assessment Strategy	Responsible Person(s)	Reporting Schedule
	New and revised courses including content on diversity	Assessment of range of courses offered by the SPHIS	Diversity Committee	Annual
	Identify and secure SPHIS subscriptions to journals and reporting agencies	Subscriptions to journals and reporting agencies covering diverse health care issues and populations	Program Directors/Chairs	Annual
Education for administrators, faculty, staff and students	Invite internal U of L /external expert to present seminars on diversity to <ul style="list-style-type: none"> • Faculty/staff/students • Students Organize film opportunities Organize other event/social that reflects and honors diversity in student body	Plans developed for UofL and external experts Seminar(s) take place Activity(ies) takes place	Dean/Diversity Committee	Bi-Annual
	Report to faculty, staff and students on diversity in the SPHIS	Report(s) presented	Diversity Committee	Annual