

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committee: Diversity and Multiculturalism

Date of Meeting: June 15, 2010

Agenda Item: Diversity and Multiculturalism Division Annual Performance Report

- Proposed Policy Change Approvals Required by Policy Other Approvals Monitoring
- Information

Cite policy requirement, or explain why item is on the Board agenda:

In response to a recommendation of Minnesota Office of the Legislative Auditor (OLA) that the Board of Trustees exercise more oversight over the system office, each division is required to submit the *Office of the Chancellor Division Performance Reporting Template*.

Scheduled Presenter(s):

Whitney Stewart Harris, Executive Director, Diversity and Multiculturalism

Outline of Key Points/Policy Issues:

Through its committee, each division is to report on its progress in responding to the OLA evaluation.

Background Information:

- The OLA evaluation was requested by the Chancellor and the Board of Trustees Chair and was completed early in 2010.
- One recommendation of the OLA report was that the Board of Trustees should exercise stronger oversight of the system office. This template is designed to assist the Board of Trustees with fulfilling that suggestion.

Office of the Chancellor Performance Report
Diversity and Multiculturalism Division

I. Multi-year Financial and Personnel Data

Cost Category / Financing	2008-09 Biennium		2010-11 Biennium	
	2008 Actual	2009 Actual	2010 Estimate	2011 Projected
Salaries & Benefits	\$446,151	\$515,872	\$564,053	\$563,147
Consulting Contracts	22,709	6,459	28,081	23,000
Other Administrative Costs	177,115	129,527	163,101	127,500
Total Administrative Costs	\$645,976	\$651,859	\$755,235	\$713,647
Less: External Funding	0	0	0	0
General Fund Financed Costs	\$645,976	\$651,859	\$755,235	\$713,647
<u>Distribution of General Fund Activities</u>				
Direct Services to Colleges/Universities	\$352,348	\$415,133	\$453,141	\$428,188
Systemwide Services	293,628	236,726	302,094	285,459
Division Employee FTE	6.0	7.0	6.5	

II. Explain the structural distribution between the functional duties performed by this division and similar activities performed by the colleges and universities.

Office of the Chancellor Functions	Colleges and Universities Functions
Conduct Office for Civil Rights (OCR) campus reviews as required by federal law and policy.	Create OCR Voluntary Compliance Plans to address areas where corrective action is needed.
Monitor the progress of campus compliance plans developed from the Office for Civil Rights reviews.	Implement OCR Voluntary Compliance Plans.
Develop the biennial report that goes to the Department of Education concerning OCR audits.	No action required.
Conduct Policy 1B.1 Nondiscrimination in Employment and Education Opportunity investigations at the Office of the Chancellor.	No action required.
Conduct 1B.1 investigations of senior campus administrators.	Conduct most other 1B.1 investigations, with technical assistance from the Diversity and Multiculturalism division.
Provide technical assistance to campuses in implementing, monitoring and conducting 1B1 investigations.	Conduct most other 1B.1 investigations, with technical assistance from the Diversity and Multiculturalism division.
Monitor the systemwide access, persistence and completion rates of underrepresented students. Note that the Diversity and Multiculturalism division has only indirect influence on these outcomes.	Each institution monitors its own access, persistence and completion rates.

Office of the Chancellor Performance Report Diversity and Multiculturalism Division

Develop systemwide policies related to equal opportunity, affirmative action and compliance.	Colleges and universities are charged with implementing the policies.
Provide technical assistance to campuses in their work to achieve student recruitment, retention and success.	Direct recruitment of students is done by the colleges and universities.
Assist in the implementation of federal, state and board policies related to equal opportunity, affirmative action and compliance.	Colleges and universities are charged with implementing the policies.
Conduct affirmative action, harassment, discrimination and anti-racism training on campuses. Technical assistance is provided to colleges and universities that conduct this training for their campuses.	Campuses with appropriate resources conduct affirmative action, harassment, discrimination and anti-racism training on their campuses.
Research best practices for the recruitment and retention of students and employees from traditionally underrepresented communities and communicate them to campuses.	Colleges and universities implement best practices, as appropriate. Student recruitment is primarily the responsibility of each campus.
Facilitate the systemwide Community Action Diversity Council; and provide technical assistance, best practices and feedback from the Community Action Diversity Council regarding access, opportunity and success for students.	Some campuses establish local diversity councils.
Provide resources and technical assistance for targeting systemwide employee recruitment.	Each campus manages the recruitment and retention of its employees.

III. Cite any recent or planned redistribution of costs or personnel between this division and colleges/universities for this functional area.

The Diversity and Multiculturalism division will continue to shift its focus from direct community outreach to facilitating, providing models and best practices to campuses, and sharing community-based town and gown opportunities with campuses. The division will conclude its direct participation in student recruitment activities. The goal is to eliminate duplication of campus services. However, in collaboration with Academic and Student Affairs, the staff will provide technical assistance to campuses regarding the recruitment, retention and success of all students, especially those from underrepresented groups. In addition, the division, under the direction of the chancellor, will monitor and report on the success of campuses in these areas. This will lead to personnel reassignment and other changes in the division.

IV. Cite performance metrics and major accomplishments from the past year (tie to prior year division/committee work plan, if possible).

Enrollment of male students from spring 2009 to spring 2010 increased by 11.9 percent, from 54,142 to 60,595 students.

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Enrollment of students of color from spring 2009 to spring 2010 increased by 21.9 percent, from 22,554 to 27,483 students.

With regard to the above increases, it is important to note that while no direct causal relationship can be easily established between the work of the division and the increases, research indicates that many of the campus activities and programs that received support from the Diversity and Multiculturalism division result in increases in recruitment and retention of underrepresented students.

Approximately 100 administrators and staff members completed Investigator (51) and Decisionmaker (49) training.

Completed four U.S. Department Office for Civil Rights campus audits.

In cooperation with the Human Resources division, a new guideline, Searches for Unclassified Vacancies, was approved and published.

Completed professional development sessions for campus diversity officers regarding the use of statistics in the development and assessments of diversity programs that support access, opportunity and success for students and the creation of a diverse innovative workforce.

Completed an online training module for preventing sexual harassment.

V. Identify major division/committee work plan activities planned for upcoming year.

Report and analyze campus spending for diversity-oriented cultural support services.

Conduct four regional best practice seminars focused on the recruitment, retention and success of underrepresented students.

Conduct U.S. Department of Education Office for Civil Rights campus audits during Fiscal Year 2011. In addition, monitor and provide technical assistance to campuses which need corrective action.

Develop an electronic training program on affirmative hiring for campus and Office of the Chancellor search committees.

Work with colleges and universities to assess the effectiveness of the programs and activities supported by the Access, Opportunity and Success Initiative. Technical assistance will be provided for any modifications that are needed.