



Minnesota
STATE COLLEGES
& UNIVERSITIES

Diversity and Multiculturalism
Workplace Diversity Climate Survey Final Report
December 2009

The Diversity and Multiculturalism division and the Office of the Chancellor Diversity Team engaged the Office of Internal Auditing to conduct a survey of Office of the Chancellor employees regarding the workplace diversity climate. The survey was designed to assist the Diversity and Multiculturalism division in establishing initiatives that would create a welcoming environment. The survey consisted of 29 questions and was conducted in May 2007, with the results made public in the fall of 2007. The survey results allowed the division to create a workplan to address significant findings.

The following are actions the Diversity and Multiculturalism division have taken to address significant findings from the survey:

Action Item 1

Promulgation of Workplace Diversity Climate Survey report document.

The Workplace Diversity Climate Survey results were promulgated to the Office of the Chancellor staff at four information sessions during the fall of 2007. The sessions were attended by an average of 24 staff members per session. The Workplace Diversity Climate Survey Workplan and Workplace Diversity Climate Survey Interim Report are currently posted on the Diversity and Multiculturalism Web site at www.diversity.mnscu.edu, and they are available for download. The final report will also be featured in the Chronicle and posted on the Diversity and Multiculturalism Web site.

Action Item 2

Increase Office of the Chancellor staff awareness of the process to file a discrimination/harassment complaint utilizing the 1B.1 Nondiscrimination in Employment and Education Opportunity policy and the 1B.1.1 Report/Complaint of Discrimination/Harassment Investigation and Resolution procedure.

A professional development opportunity was offered to staff to learn about the 1B.1 Nondiscrimination in Employment and Education Opportunity policy and procedure as one of the Diversity Brown Bag series programs. Forty-one staff members, or ten percent of Office of the Chancellor staff, participated in the session.

Information about the 1B.1 policy and 1B.1.1 procedure was provided to staff in the Chronicle in 2007 and 2009.

Nondiscrimination posters have been developed and were posted in 2007 and 2009.

Nondiscrimination training was offered to all divisions. The Diversity and Multiculturalism division has provided nondiscrimination training to the Finance, Human Resources, Internal

Auditing and Academic and Student Affairs divisions. About 159 staff members attended the division trainings. Staff members from smaller divisions attended training at the Diversity Brown Bag on the 1B.1 policy and 1B.1.1 procedure. The Diversity and Multiculturalism division is currently developing a two-year cycle for providing 1B.1 policy and 1B.1.1 procedure training to the Office of the Chancellor divisions, and it will continue to train staff on the 1B.1 policy and procedure upon request by divisions.

Action Item 3

The Office of the Chancellor staff will believe inappropriate behavior is dealt with fairly and consistently.

The Diversity and Multiculturalism and Human Resources divisions and the Office of the Chancellor's Diversity Team worked together to develop and provide multicultural training for staff. This resulted in the Diversity Brown Bag session, "Personality Style Diversity in the Education Workforce," on June 22, 2009. Twenty-five staff members attended the session.

The finding was a standing meeting item with the Human Resources leadership committee in 2007.

Action Item 4

Increase managers' skills and knowledge in promoting diversity in the workplace.

The Diversity and Multiculturalism and Human Resources divisions provided technical assistance to managers through joint consultation and training.

The system's affirmative action plan is posted on the Diversity and Multiculturalism website and is available for download.

Renée Hogoboom, Associate Director for Diversity and Multiculturalism, sits on the board for the Upper Midwest Higher Education Recruitment Consortium (HERC). HERC is a collaborative effort by its member institutions to facilitate dual career and diversity hiring. Recognizing the desire and necessity of dual career couples to find two proximate positions, UMW HERC members are committed to helping job seekers identify opportunities and cultural resources within the geographic region.

Action Item 5

Training on diversity issues should be provided to all Office of the Chancellor staff.

In fiscal year 2007-08, the division offered five professional development opportunities to Office of the Chancellor staff through the Diversity Brown Bag series and the Diversity Noontime Lunch Discussion, which is facilitated by a Chancellor's Cabinet member. Among the topics were: "The Chicano Experience," "Promoting Diversity through the Arts," and "E. Pluribus Unum: Diversity and Community in the 21st Century."

In fiscal year 2008-09, six professional development opportunities were offered to the Office of the Chancellor staff through the Diversity Brown Bag series and a Diversity Noontime Lunch

discussion facilitated by a Chancellor's Cabinet member. Topics included "Hmonglish Remix – A Literature Reading and Dialogue," "Intercultural Communication in the Education Workforce," "Generational Diversity in the Workforce," "Personality Style Diversity in the Education Workforce," "Closing the Gap: Addressing Health Care Disparities," and "White Men Challenging Racism: 35 Personal Stories."

Two Diversity Brown Bags have been held in fiscal year 2009-10 thus far. The topics were "Minnesota's Increasing Racial and Ethnic Diversity" and "American Indian Sovereignty." Approximately 40 Office of the Chancellor staff attend each session.

The Diversity and Multiculturalism division has assessed the amount and type of training being provided at the Office of the Chancellor and will use the Workplace Diversity Climate Survey results as a guiding document for future trainings.

The Office of the Chancellor's Diversity Team's visibility has been enhanced with a webpage on the Diversity and Multiculturalism Web site and articles in the Chronicle in 2007 and 2009.

Action Item 6

Increase confidence that the Office of the Chancellor is committed to a diverse workforce.

The Human Resources or the Diversity and Multiculturalism division works with each hiring manager to comply with the hiring process by reviewing recruitment and hiring guidelines and hiring goals and answering any questions. All hiring managers must also submit an affirmative action recruitment plan to Human Resources. This plan is reviewed and approved by the Diversity and Multiculturalism and Human Resources divisions. In addition, all job descriptions now include language stating that knowledge of, or an interest in, diverse cultures and populations is a preferred qualification.

The Diversity and Multiculturalism division staff served on a disparity study workgroup with the City of St. Paul addressing the issues of women- and minority-owned vendors. The findings of the study will be used to enhance the Office of the Chancellor's targeted vendor program.

The Minnesota State Colleges and Universities Affirmative Action plan is posted on the Diversity and Multiculturalism website and is available for download.

The Diversity and Multiculturalism Division has met with the Finance Division to discuss contracting with Targeted Group Businesses. Purchasing practices will include provisions, whenever practicable, for procurement from targeted group businesses as defined in Minnesota Statute 471.345, Subd. 8. Targeted businesses are certified as such, and a list of them is available from the Department of Administration.

The accounting system for the Minnesota State Colleges and Universities shall serve as the basis for tracking payments to targeted group businesses, economically disadvantaged businesses and other business enterprises owned by women, minorities, and people with disabilities.