

# CAMPUS CLIMATE ACTION PLAN

## October 2008 Update

(Numbers correspond to recommendations in Executive Summary)

<u>Policy</u>	<u>Responsible party(ies)</u>	<u>Original Timeline (dates provided are tentative and subject to change)</u>	<u>Modification of action or responsible party</u>	<u>Progress or action taken</u>
1. Gather additional targeted information from focused inquiry groups to consider particular concerns	VPSA and VPAA will charge a committee to oversee the continued work and progress on the plan	Initiate Spring 07	Did not charge a committee, but rather VPSA and VPAA have been working together to gather additional information from focused groups and initiate actions	The VPSA and/or VPAA have held regular scheduled meetings with: <ul style="list-style-type: none"> <li>• Diversity forum (minority and underrepresented faculty and staff)</li> <li>• Ethnic student lunch (culturally underrepresented students)</li> <li>• Faculty, students, and community members focused on Hispanic student issues</li> </ul> HR exit surveys for departing employees to provide feedback to the university on concerns about treatment. Currently working on an on-line survey.
2. Undertake a careful review of existing university policies and identify areas of concern where policy does not currently exist.	Affirmative Action	Initiate Summer 07	Affirmative Action and VPs	Creation and appointment of faculty ombuds in July 2008. Part of the Ombuds job description is to review policies and identify areas of concern.
3. Enforce university policies.	President, Vice Presidents, Deans, Directors, Department Chairs	Immediate		Being done
4. Require transparency in all stages of policy development and enforcement.	President and Vice Presidents	Immediate		New policy website launched in Spring 2008. ( <a href="http://www.boisestate.edu/policy/">http://www.boisestate.edu/policy/</a> )  Policy on Policies (which includes methods for campus input and distribution) is in final stages and will be announced to entire campus by the end of September 2008
5. Address facility concerns in reference	AVP Facilities Planning	Initiate Summer 07		Continuing process. All new facilities are

to accessibility and general comfort				being planned according to ADA guidelines. Current facilities are being modified based on available funding
6. Implement Disability Policy. Provide training to staff and faculty	Affirmative Action and Office of Disability Services	Initiate Fall 07		Affirmative Action has made information available on website <a href="http://hrs.boisestate.edu/eoaa/disabilities.shtml">http://hrs.boisestate.edu/eoaa/disabilities.shtml</a> .  Affirmative Action has published FAQs <a href="http://hrs.boisestate.edu/eoaa/ada_faqs.shtml">http://hrs.boisestate.edu/eoaa/ada_faqs.shtml</a> .  Affirmative Action has revised procedures for payment of ADA accommodations so costs will be paid out of a central fund for departments to provide accommodations.
7. Assess the needs of the Office of Student Disability Services	VPSA	Initiate Summer 07		Assessment done in 2007 of the Office of Student Disability Services. Office reorganized into the Disability Resource Center <a href="http://drc.boisestate.edu/">http://drc.boisestate.edu/</a> with new services added
8. Adopt the proposed Non-Discrimination Policy that includes gender identity/expression.	Affirmative Action	Initiate Fall 07	Considerable vetting on campus and a final decision made not to modify policy	
9. Adopt the proposed revisions of the Harassment Policy that include the opportunity for recommendations to be made jointly by the AA Director/Legal Counsel/Chair of the Affirmative Action Committee regarding the appropriate avenue to be utilized to address the complaint and provide the opportunity for those decisions to be overturned by the affirmative action committee.	Affirmative Action	Initiate Fall 07		Implemented change to discrimination and anti-harassment procedures to involve Chair of the Affirmative Action Committee and legal counsel in the initial determination of complaint relevance to policy and gives complainant opportunity to challenge that decision. These will be formally adopted in the proposed new policy that will combine the Anti Harassment and NonDiscrimination policies into one.

10. Develop recognition systems for faculty and staff that use their expertise to develop partnerships, provide service or conduct scholarly research with underrepresented populations.	VPASA and VPAA	Initiate Fall 07		No action taken to date
11. Develop more student and student organization awards that recognize service or scholarly work with underrepresented populations or multiculturalism, cross-cultural programming and multicultural initiatives.	VPASA	Initiate Spring07		No action taken to date
12. Develop a uniform system to document and track acts of hate and develop procedures to systematically address the incidents	Affirmative Action, HR, Public Safety, VPASA	Future		No action taken to date
13. Strengthen the university's expectations for civility in the Student Code of Conduct	VPASA	In progress		Shared values adopted in 2007 by all governing bodies at BSU. <a href="http://www.boisestate.edu/osrr/sosv/info.html">http://www.boisestate.edu/osrr/sosv/info.html</a> plus available for FY09  Available in FY09 as large poster calendar for posting in campus offices
<b>Process</b>				
14. Eliminate the use of the term zero-tolerance.	Replace zero-tolerance terminology with.....	Initiate Fall 07		Not completed
15. Create funding and promote the university's commitment to hire a diverse staff and faculty by investing in Equal Employment Opportunity initiatives.	Administrative Council	Future	Increase diversity recruitment efforts	Individual visits by provost to all academic department conducting faculty searches to place emphasis on diversity hiring and provide information on best practices.  The annual Affirmative Action Plan identifies underutilized job groups and informs all departments wishing to fill positions in these job groups of requirements for targeted

				female/minority recruiting. Applicant pools are subsequently monitored for female/minority representation by AA.
16. Revise discrimination/complaint-handling policies to provide greater opportunity for informal handling of complaints.	Affirmative Action	Future		Creation and Appointment of faculty ombuds in July 2008.
17. Provide clearer definition of harassment and separate legal harassment from illegal harassment and provide different avenues to address each kind.	Affirmative Action	Initiate Summer 07		Ongoing training provided by Affirmative Action Office to groups and individual department chairs, department managers and faculty to understand harassment issues and their responsibilities for addressing and reporting complaints of harassment and discrimination.
18. Provide a dotted line reporting relationship for the office of HR/AA/EEO to the President	VPFA and President	Initiate Spring 07		EEO/AA Director has direct access to President.
19. Integrate diversity and multiculturalism into all division and academic department mission statements.	Vice Presidents & Deans	Future		Made "diverse communities" a goal in the <i>Charting the Course</i>  Individual College strategic plans include commitments to diversity
20. Prepare our deans, legal department, student judicial office and other administrative personnel to handle the challenges that will occur when the university enforces its policies.	HR/AA	Future		Ongoing training taking place  Enforcement is occurring and process allows for challenges on the part of all parties to the complaint. No challenges external to the process have taken place.
21. Review for possible revision, faculty and staff performance evaluation procedures to clarify roles of internal personnel committees, to establish performance standards and to mediate disputes between individuals and their supervisors and department personnel.	HR and VPAA	Initiate Summer 07		Currently revising classified compensation policies to provide greater flexibility for managers in compensating support staff and to provide a consistent & solid foundation for and equitable compensation policies/practices for classified personnel actions.  Enhanced Performance Management Training

				<p>now required of all supervisors and managers. Documentation provides better guidance on setting and measuring goals and objectives and reduces opportunity for ratings to be influenced by non meritorious factors.</p> <p>Mediation services available through HR (<a href="http://hrs.boisestate.edu/relations/mediation.shtml">http://hrs.boisestate.edu/relations/mediation.shtml</a>)</p>
22. Develop a consistent format for the selection and training of academic department chairs.	Faculty Senate	Initiate Fall 07		No action taken to date by Faculty Senate
23. Make adhering to a respectful climate a key performance indicator for every staff and faculty member.	HR, and Faculty, Professional Staff and Classified Staff Senates	Initiate Fall 07		Implemented in some areas and still needs implementation in others. HR is currently in the process of incorporating Boise State Shared Values into performance standards measurements outlined in classified and professional staff performance evaluations
24. Make accountability for a respectful climate a key performance standard for every dean, chair, director and manager.	Vice Presidents	Initiate Fall 07		<p>In place for deans</p> <p>HR is currently in the process of incorporating Boise State Shared Values into performance standards measurements outlined in classified and professional staff performance evaluations</p>
25. Make accountability for increasing diversity of staff a key performance standard for every dean, chair, director and manager following appropriate Equal Employment Opportunity guidelines.	Vice Presidents	Initiate Fall 07		In place for deans
26. Develop and implement Professional Job Evaluation/Compensation Program.	HR	Future		HR has hired Compensation Manager with first priority assignment to develop a Professional Staff Salary Administration Program (PSSAP) and compensation policies and serve as a resource for investigating complaints of salary inequities. Second

				priority assignment will be to address faculty compensation program and initiatives.
27. Identify and work to eliminate barriers that are currently preventing movement of employees from classified to professional positions.	HR	Initiate Fall 07		<p>Currently revising classified compensation policies to provide greater flexibility for managers in compensating support staff and to provide a consistent &amp; solid foundation for and equitable compensation policies/practices for classified personnel actions.</p> <p>HR has promoted consideration of experience equivalency to degree requirement for Professional Positions resulting in greater movement of classified staff into professional positions.</p>
28. Analyze staff and faculty salary data and develop a plan and commit resources to address inequities.	HR	In progress		<p>Faculty salary equity study conducted in FY06. Data is continually updated and university and college resources have been allocated to help address the issue. More resources needed to continue the efforts.</p> <p>HR hired Compensation Manager with first priority assignment to develop a Professional Staff Salary Administration Program (PSSAP) and compensation policies and serve as a resource for investigating complaints of salary inequities. Second priority assignment will be to address faculty compensation program and initiatives. (Revised) Plus faculty</p>
29. Make periodic evaluation of supervisor by employees a standard part of supervisor performance evaluations.	HR	Initiate Fall 07		No action taken to date
30. Consider requiring intervention by the VP/Provost for deans, chairs and directors who do not notify AA of	Vice Presidents	Initiate Fall 07		<p>Implemented.</p> <p>Continued anti-harassment training required</p>

harassment/discrimination complaints.				for all employees. Raises awareness of inappropriate behavior, reinforces requirement to address all complaints (an area of concern in the climate survey) and clarifies the assistance available to department chairs, supervisors and managers.
31. Make experience working on diversity initiatives a key selection criterion for vice presidents, deans, chairs, directors, faculty and all supervisors.	President and Vice Presidents	Initiate Fall 07		Added to criteria for dean selection, being done for all hiring in student affairs, and some faculty positions
<b>Education</b>				
32. Provide training for deans, chairs and directors by utilizing existing university resources.	HR/Legal/Affirmative Action	Future		<p>Examples of ongoing efforts:</p> <p>Session with Department chairs Feb 2008 on campus climate action plan and progress in department</p> <p>Session with Department Chairs Aug 2008 on diversity, cultural competencies and campus climate</p> <p>Individual visits by provost to all academic department conducting faculty searches to place emphasis on diversity hiring and provide information on best practices</p> <p>Joint visits of EEO/Affirmative Action Director and Student Code of Conduct Officer to new and returning faculty in 2008.</p> <p>Dr. Luis Fraga's (Associate Provost for Faculty Advancement at the Univ. of Washington) workshop for Recruitment and Retention of Underrepresented Faculty, Oct. 2008.</p>
33. Address the issue of lack of	For students—VPSA and	Initiate Spring 07		New policy website

knowledge about existing university policy along with the existing procedures to address problems.	VPAA; for faculty and staff-HR/Affirmative Action			<p><a href="http://www.boisestate.edu/policy/">(http://www.boisestate.edu/policy/)</a> launched in Spring 2008. Policy on Policies (which includes methods for campus input and distribution in final stages and announced to campus by the end of September 2008</p> <p>Creation and Appointment of faculty ombuds in July 2008.</p> <p>On-going AA training with Chairs and Department Managers</p> <p>Mediation services available through HR (<a href="http://hrs.boisestate.edu/relations/mediation.shtml">http://hrs.boisestate.edu/relations/mediation.shtml</a>)</p> <p>Implemented SkillSoft 24-7 training for managers and employees to enhance people skills, supervisory and problem solving skills</p>
34. Revise all course evaluation forms to elicit feedback on civility in the classroom such as faculty treatment of students and the students' perception of their treatment by other students within the class relative to harassment/discrimination.	Faculty Senate	Future		No action taken to date by Faculty Senate
35. Make Boise State a more open and friendly place for the diverse communities of the city and the state.	VPSA	Initiate Spring 07		<p>Increased recruitment and retention efforts for culturally underrepresented students</p> <p>In the process of hiring an Assistant /Associate Vice President for Student Affairs to oversee the Office of Student Diversity and Inclusion</p> <p>Hired a Director for Student Affairs for the Office of Student Diversity and Inclusion</p>
36. Increase activities of departments		Future		Activities of these departments and programs

<p>and programs (e.g., Cultural Center, Women's Center, Cultural Ethnic Diversity Board, and University's Leadership Program) that provide academic and co-curricular activities that focus on learning about diverse cultures and perspectives and developing multicultural competency.</p>				<p>have been increase</p> <p>Increase in FY09 student fees to support increased programming on Cultural Center</p> <p>Hired a Director for Student Affairs for the Office of Student Diversity and Inclusion</p>
<p>37. Fund programs through the new teaching/learning center to integrate diversity-related material into the curriculum.</p>	<p>Center for Teaching and Learning</p>	<p>Initiate Spring 07</p>		<p>CTL offered 2 workshops in FY08 to faculty to provide support for creating courses that would meet the diversity requirement.</p> <p>One of the CTL Teaching Scholars groups working on "Language and Culture across the Curriculum."</p> <p>Plans for FY09 are additional workshops related to faculty diversity hiring and classroom climate</p>
<p>38. Develop an annual program for students to attend on social justice development and multicultural competency.</p>	<p>Student Activities</p>	<p>Initiate Fall 07</p>	<p>Support student and faculty attending local, regional, and national conferences and to organize conferences at BSU</p>	<p>Institutional support provide for culturally underrepresented students to attend leadership conferences</p> <p>Institutional support provided for faculty to attend conferences such as Hispanic Educational Excellence Summit</p> <p>Intertribal Native Council Conference- Spring 2008</p> <p>Mexican American Conference (planned for Spring 09)</p> <p>Institutional support provided for student to host culturally underrepresented leadership conference at Boise State</p>

## **Additional Action taken not identified in original action plan:**

- Hired an HRIS Manager to enhance management information data reporting and resolve any data integrity issues. This is critical for the analysis of information related to equity and personnel actions.
- Require anti-harassment training for all employees. Raises awareness of inappropriate behavior, reinforces requirement to address all complaints (an area of concern in the climate survey) and clarifies the assistance available to department chairs, supervisors and managers.
- Revised procedures for payment of investigator services to allow possible sharing of cost with Deans or Vice Presidents or others. Reduces possibility that departments will try to deal with complaints "unofficially" because of lack of funds to pay for investigator services.
- Grant program to cover the costs for one-on-one tutoring for non-native English speaking full-time faculty members who would like to develop their writing skills for grants, conference presentations, proposal summaries, patent and invention forms, lab manuals, lectures, and other forms of student and university communication. Initiated by the Office of the Provost and delivered by our International Program Office's Intensive English Program.
- Improved growth of minority representation since 2006:  
The number of Regular, Benefit Eligible minority employees has increased from 132 to 179. This is a change of 36%, whereas the change for the non- minority workforce from 1673 to 1821, is only 9%.

Following is a breakdown of the current minority representation in the University's workforce:

- Classified 9.5%
- Management (excluding Deans and Assoc Deans) 6.4%
- Faculty (including Deans and Associate Deans) 7.9%
- Professional 10.7%

Minority representation in the faculty job groups grew from 38 minority employees to 49 in FY07, a change of 23% between January 2005 and January 2008. For FY09 we have hired 31 assistant professors since January 1 2008. Nine of those are minority and there is no adverse impact (meaning the selection rate for minorities is greater than 80% of the selection rate for non-minorities).

Minority turnover for all staff in 2005 was 16.7% It dropped 6.5% to a rate of 10.2% in 2007. This compares to a less than 1% decrease in the turnover rate of non-minority staff for the same period, with a non-minority turn over rate of 10.5% in 2005 to 9.2% in 2007.

