Goal 4.4 February 2018 Update

Committee Members:

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1. Briefly summarize your project and include the major goals/ objectives
   a. To implement the following diversity and inclusion performance review components for all employees:
      i. For employees to self-report: During the review period, what actions or efforts have you made that contribute toward actively valuing diversity, equity, and inclusion?
      ii. For supervisors: Acknowledge the efforts made by the employee during the review period that demonstrate contributions toward diversity, equity, and inclusion.
   b. To actively participate in the development of the “toolkit” that will provide opportunities for university community members to build their D&I work through participation/artifacts/evidence for “What does actively valuing diversity, equity, and inclusion look like?” (now known as Inclusion@IowaState website https://www.inclusion.iastate.edu/)

2. Detail the steps you have taken towards completion of the project to date
   a. Developed a list of actions that may serve as artifacts/evidence for “What does actively valuing diversity, equity, and inclusion look like?”
   b. Determined questions that may be considered for performance review (see 1a)
   c. Met with VP Reg Stewart to assess the “how” to implement and determined that a pilot would be the most effective way to introduce the addition of this component to the performance review.
   d. Identified Ames Lab and College of Human Sciences as potential partners for the pilot.
   e. Introduced the pilot to key campus partners:
      i. Ames Lab: Lynnette Witt (HR Director) met with Adam Schwartz (Director)
      ii. P&S Council
      iii. College of Human Sciences: Dean Jolly and Human Sciences P&S Council.
   f. All parties willingly agreed to include the D&I components into the performance review (see timeline below).
   g. Our committee is represented on the following:
      i. Project work group for the Inclusion@IowaState website
      ii. Faculty Senate Student Evaluation of Teaching Task Force

3. Outline what needs to be completed between now and May of 2018
   a. The timeline includes:
      i. Each campus partner introducing the D&I performance review component to their staffs (Spring 2018) during the CY18 process. The D&I components will be included in the CY19 performance reviews as a pilot.
      ii. Develop a similar pilot proposal plan for Merit and Faculty employees to be introduced in 2018 with assistance and guidance from VP Stewart and other key leadership.
      iii. Meet with the Inclusion@IowaState website committee on a regular basis to help build the resource.
      iv. Introduce the opportunity to include a standard core question for student evaluation of teaching associated with D&I and teaching (maybe associated with the Principles of Community?) through the Faculty Senate Student Evaluation of Teaching Task Force’s work (Spring – Summer 2018).

4. Communicate any resource needs, signatures or approvals, or other support you will require from senior leadership to advance your effort
a. Help to develop the most effective way to introduce the pilot (and overall concept) to Merit and Faculty employees.