

**Office of the Chancellor  
Diversity and Multiculturalism**

*Workplace Diversity Climate Survey Interim Report  
October 2008*

**The following are actions the Diversity and Multiculturalism division have taken to address significant findings in the Workplace Diversity Climate 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 2007. The sessions were attended by an average of 24 staff members per session. The Workplace Diversity Climate Survey Workplan is currently posted on the Diversity and Multiculturalism Web Site at [www.diversity.mnscu.edu](http://www.diversity.mnscu.edu), and is available for download.

**Action Item 2**

**Increase Office of the Chancellor staff awareness of process to file 1B.1 complaint.**

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 10 percent of Office of the Chancellor staff participated in the session

Information about the 1B.1 process was provided to staff in the Chronicle in 2007. The goal is to provide staff with 1B.1 information annually; therefore, we will have another article in the Chronicle in 2008.

New 1B.1 posters have been developed which were posted in 2007. We will repost the 1B.1 visuals in 2008.

Divisional 1B.1 training was offered to all divisions. As of September 2008, we have provided 1B.1 training to the Human Resources division. We 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.**

Worked with the Human Resources division and Office of the Chancellor's Diversity Team to develop and provide multicultural training for staff.

**Action Item 4****Increase managers' skills and knowledge in promoting diversity in the workplace.**

Provided technical assistance to managers through joint consultation and training with the Human Resources division.

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

**Action Item 5****Training on diversity issues should be provided to all Office of the Chancellor staff.**

In fiscal year 2007-08, we offered five professional development opportunities to Office of the Chancellor staff through the Diversity Brown Bag series and the Diversity Noontime Lunch discussion facilitated by a Chancellor's cabinet member. Topics included the Chicano Experience, Promoting Diversity through the Arts, and E. Pluribus Unum: Diversity and Community in the 21<sup>st</sup> Century.

Approximately 40 Office of the Chancellor staff attended each of the five professional development sessions.

Initiated the process of assessing the amount and type of training being provided at the Office of the Chancellor and will use the Diversity Climate Survey results as a guiding document.

**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 work with each hiring manager to comply with the hiring process by reviewing recruitment and hiring guidelines, hiring goals and answer any questions. Additionally, all hiring managers must submit an affirmative action recruitment plan to Human Resources, which is reviewed by the Diversity and Multiculturalism division and Human Resources. Lastly, job descriptions will be reviewed to include language 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 use to enhance the Office of the Chancellor's targeted vendor program.