

## Diversity Strategic Plan Implementation Matrix

### 2010/2011 Initiatives

The following matrix represents statuses and action items for Strategic Initiatives outlined in the Lehigh Valley Campus' 2010-15 Diversity Strategic Plan. Individual units and/or departments were invited to contribute progressing or achieved actions towards implementation of each initiative. These contributions are listed below. The matrixes will be updated on a continuing basis and will be evaluated as part of an on-going needs assessment of the campus in an effort to best serve Penn State Lehigh Valley students, faculty, staff, alumni, and community members.

Strategic Initiative	Performance Indicator/s	Status (check one)			Action/s taken towards implementation Numbers, Percentages, and Information about how the Initiative is being achieved	Dept. or Office
		Not Yet Implemented	Progressing	Achieved		
<b>2010</b>						
1.2.B Incorporate increased diversity programming for students	One diversity program per month; Q4 of Student Satisfaction Survey (belonging) and Focus Groups			X	<p>--<b>One program has been held per month</b> with an average of 50 participants at each.</p> <p>--<b>Two regional events were sponsored</b> in 2010 by the Lehigh Valley campus that involved 5 other PSU campuses: World AIDS Day and Martin Luther King, Jr. Day of Service</p> <p>--<b>2 Focus Groups were held</b> (average attendance 10 students). Information from Focus Groups, in general, show that students are comfortable on campus and satisfied with the environment; aggregate feedback was shared with the Diversity Committee to utilize in action planning for program development</p>	Student Affairs

Continued from 1.2.B					<p>--<b>Student Satisfaction Survey 2010 data</b> includes:          -72.6% satisfied with their sense of belonging (Q.4) (an additional 14.5 are neutral)          -Rise in overall satisfaction rating (out of 5) from 3.85 (2007) to 4.03 (2010)</p>	Institutional Planning
5.2.A Offer Study Abroad Workshop at New Student Orientation, including information about scholarships and funding sources	Workshop offered; Student evaluations; Amount of funding for study abroad students			X	<p>--<b>Study Abroad workshop was held</b> at New Student Orientation for 2010. 25 students attended. Decision made to offer the workshop through First Year Experience courses for Fall 2011.</p> <p>--<b>Student Aid offered information</b> via the Office of Global Programs for international programs and the Student Activities Fee for national trips</p>	Student Affairs  Student Aid
<b>2011</b>						
Strategic Initiative	Performance Indicator/s	Not Yet Implemented	Progressing	Achieved	Actions	Dept
1.1.A Produce and distribute marketing materials, including bulletin boards, cards, and flyers the promote diversity	Bulletin boards completed monthly; 2 marketing pieces distributed monthly			X	<p>--<b>Diversity Bulletin Board has been updated</b> each semester to support new programs, initiatives, or history month</p> <p>--<b>Student Life Facebook Page was created</b> to help promote diverse activities</p> <p>--In 2011, the "<b>Bathroom Stall Newsletter</b>" was <b>implemented</b> to share information about upcoming diversity events. The newsletter is available in all restrooms throughout the campus.</p> <p>--<b>University Relations ensures that all public materials meet University editing standards</b> and facilitate the use of a graphic designer for complex projects</p> <p>--See 1.1.B below</p>	Student Affairs       University Relations

Strategic Initiative	Performance Indicators/s	Not Yet Implemented	Progressing	Achieved	Actions	Dept
1.1.B Create a diversity website and send regular emails that include event info and links to diversity resources	At least 250 visits to Diversity page per semester; ongoing monthly emails		X		<p>--Diversity website was established and is "live" to campus community and external community (can be found on lv.psu.edu under Student Activities)</p> <p>--Students are emailed weekly using Constant Contact program about upcoming events- all diversity programming is included</p>	<p>University Relations</p> <p>Student Affairs</p>
1.3.A Assign staff members as specific liaisons to various minority and diversity populations as represented on campus	Establishment of initiative		X		<p>--Club advisers were set-up to serve as liaisons to specific groups and to provide support to diverse populations</p> <p>--Student Affairs is working on establishing a formal liaison program</p>	Student Affairs
1.3.B Form a diversity committee that holds monthly meetings to advocate for the diverse community	Monthly Diversity Committee meeting; minutes to document			X	<p>--The Diversity Committee was formed and has expanded to include additional faculty/staff representatives</p> <p>--Meetings are held monthly with a regular schedule currently established for Fall 2011 and Spring 2012</p>	Student Affairs
2.1.B Create a diversity response team to respectfully respond to diversity-related issues	Creation of team; Number of reports; Climate Survey/Student Satisfaction Survey		X		<p>--A new faculty/staff committee was formed via the Chancellor: Campus Climate and Organizational Culture Committee; the committee has been charged with enhancing and improving campus morale, organizational structures, and diversity professional development opportunities for faculty and staff—if needed, an additional Diversity Response team will also be formed—to date, no reports of intolerance have been filed with Student Affairs</p> <p>--Faculty/Staff Climate Survey was created in Fall 2011 and will be administered in January 2012</p>	<p>Chancellor</p> <p>Institutional Planning</p>

Strategic Initiative	Performance Indicator/s	Not Yet Implemented	Progressing	Achieved	Actions	Dept
2.2.A Represent diversity resources (ie. designated alliance groups, specific campus contacts, etc.) on the PSLV website	Creation of web links to resources, at least 8; At least 250 visits to website		X		--Student Affairs works with University Relations to continually update the Diversity website; the <b>website lists contacts and information</b> about diversity programs  --In 2011, <b>8 links to various diversity resources</b> existed	Student Affairs  University Relations
2.2.B Post and promote staff diversity liaisons to campus community	Posting of liaisons; Student Satisfaction Survey/Climate Survey		X		--Student Affairs has provided information using Facebook, the student handbook, and planner  -- <b>Plans are underway to create checklists</b> and posting information for various special populations, including adult learners, veterans, and LGBT students	Student Affairs
2.2.C Promote faculty and staff open-door policy and communicate office hours to support a welcoming campus environment	Target is 100% compliance			X	-- <b>Policy has been implemented</b>	Academic Affairs
2.3.A Implement diversity "hot topic" talks twice a semester to increase campus communication about diversity	Two talks per semester; 10-15 participants per talk; Student Focus Group and Student Satisfaction Survey Data			X	-- <b>Hot Topics are scheduled monthly</b> ; average attendance is 15; participant feedback is positive	Student Affairs
3.1.A Actively recruit at community colleges to enroll diverse students and adult students	Hiring of Recruitment Coordinator; Track enrollment breakdowns each year			X	-- <b>Recruitment Coordinator was hired</b> in Fall 2011; met regularly with admissions/transfer staff at Northampton, Lehigh Carbon, Warren County, and Bucks County Community Colleges; developing updated transfer guides for each community college; hosted inaugural Community College Luncheon event to welcome community college colleagues to PSLV; transfer-specific page was added to the PSLV website (lv.psu.edu/transfer)	Enrollment Management

Continued from 3.1.A					<p>--Enrollment Trends are tracked each year using official numbers by Campus Institutional Planning and are made available via the PSLV Planning Website (institutionalplanninglv.wordpress.com)</p> <p>--Minority and adult student populations have both increased:          -The percentage of minority students currently stands at 27.5% in 2011 (up from 25.4% in 2010)</p> <p>-Adult student enrollment saw a 14.2% increase from 2010-11 to 2011-12 (from 158 students aged 24 and above to 184 students aged 24 and above.)</p>	Institutional Planning
3.1.B Increase program offerings at the Penn State Center @ Overlook Park that provide pathways to a PSU education	10% increase in programs; Center data to track attendance and links to other programming			X	<p>--4 new programs were added (30% increase) that provide pathways to PSU:</p> <p>-WOS – 25 students (2011)- Links to PSLV IST</p> <p>-Customer Service and Technology- 13 students (2011)- Links to Business credit certificate offerings and/or BSB</p> <p>-Digital Imaginations After School Program- 30 students (2010-2011)- Links to college awareness</p> <p>-The Literacy Center Pathways Program- 90 students (Jan 2012)- CAN track links to LPN Program, Adults Transitioning to College track links to college entry, and the Customer Service and Technology track leads to Business credit certificate offerings or BSB</p>	Continuing Education
4.1.A Promote wide-ranging and timely advertising of positions	Use of HR data to track advertising			X	--PSLV continues to follow University protocol for advertising of new positions (including internal and external postings)	Business Services

Strategic Initiative	Performance Indicator/s	Not Yet Implemented	Progressing	Achieved	Actions	Dept
4.1.B Select candidates who add intellectual diversity (a range of academic and cultural interests and experiences) and cultural richness to the campus community	Use of HR data to track hiring of diverse candidates			X	--PSLV continues to follow University protocol for the recruitment and hiring of diverse candidates	Business Services
5.2.B Offer national alternative spring break trip	At least 10 student participants; student evaluation of experience trip		X		--5 members of the campus community attended the Alternative Spring Break in Appalachia in 2011 (part of the trip provided an opportunity for learning about the Native American culture of that region). Students created a video about their experiences and presented information about the trip. Feedback was highly supportive.	Student Affairs
7.1.A Continue to develop the Penn State Center @ Overlook Park to offer quality academic programming and services to inner-city residents	Data from Center Strategic Plan and Progress Matrix			X	<p>--8 new program offerings in 2011:</p> <ul style="list-style-type: none"> <li>-Futuros Empresarios (FE) (34 youth)</li> <li>-Aviators Club (8 youth)</li> <li>-One Day Summer Film Experience for AHA Summer Camp (30 youth)</li> <li>-Customer Service and Technology (13 students)</li> <li>-Microsoft 2010 (20 students)</li> <li>-Intro to Computers in English and Spanish (10 students)</li> <li>-Career Development Services (15 participants)</li> <li>-WOS (25 students)</li> <li>-Open Lab (55 users (not uses) to date, up from 26 in 2010)</li> </ul> <p>--Coming in January 2012: The Literacy Center Pathways Program (90 students)</p> <p>Total users of programs and services at the Penn State Center @ Overlook Park to date: 359</p>	Continuing Education

Strategic Initiative	Performance Indicator/s	Not Yet Implemented	Progressing	Achieved	Actions	Dept
7.2.B Inclusion of a section in the "Departmental Annual Reports to the Chancellor" that relates directly to diversity initiatives	Submission of Annual Reports, including diversity data		X		-- <b>This initiative has begun progression</b> through the collection of diversity information and data through the campus strategic plan and diversity strategic progress logs collected via Campus Institutional Planning from various campus departments and submitted in reports to the Chancellor; additional information will be collected via the Faculty/Staff Climate Survey in 2012; this information is used to inform the Chancellor's Annual Reports	Chancellor

**Additional Actions to be taken to further progress/achieve the 2010 and 2011 Strategic Initiatives**

- Track Diversity Website visitors through the addition of a tracker to the website (1.1.B and 2.2.A)
- Establish a formal Liaison Program to denote diversity liaisons for specific diverse groups of students on campus (1.3.A)
- Implement the Faculty/Staff Climate Survey (2.1.B)
- Create checklists and posting information for various special populations, including adult learners, veterans, and LGBT students (2.2.B)
- Continue to increase student participation in alternative spring break programs (5.2.B)
- Implement a Diversity Section to Departmental Annual Reports that are submitted to the Chancellor (7.2.B)