

CHFA Diversity and Inclusion Action Plan

The pursuit of excellence, inclusion, and diversity are interrelated, and neglecting one has a negative impact on the others. We have established the following goals to ensure continual pursuit of these necessary outcomes, while aligning with the current University policies and processes already in place. The task of the CHFA DEI committee is to implement this action plan, recognizing that the plan should be regularly reviewed and updated to reflect the changing climate of the university and college.

Action Step 1: Recruit and Retain Diverse Faculty and Staff

The College of Humanities and Fine Arts will continue to improve upon the university commitment to Diversity, including advertising all vacancies in publications that will expand the exposure of the advertisement to a large and diverse pool of applicants, and include diverse populations in all committees involved in searches for faculty and staff hires.

Objective A: Reflect college commitment to diversity by creating structures of support for faculty from underrepresented groups, implementing diversity initiatives, adopting concrete practices for reporting and accountability, and revising policies to mitigate current inequalities.

Strategy 1: Utilize a clear process for recruiting BIPOC, LGBTQ+, AAPI, and disabled faculty and staff.

Action A: Include faculty salary ranges and a note making clear that individual salary offers will take into account requirements for visa sponsorship, if applicable, in order to create better transparency for potential candidates for whom visa requirements or cost may be a consideration. This is monitored at the Dean level.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1 year (immediate)

Partners: department chairs and T&P committee, Human Resources,

Action B: Explicitly state and prioritize within applications that diverse applicants are encouraged to apply in all CHFA search recruitment descriptions. Work with Human Resources and IDEA to develop incorporate HERC language to be included in recruitment advertisements. The Higher Education Recruitment Consortium includes: Career advice, webinars, training services, and employment assistance.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1 year (immediate); ongoing

Partners: department chairs and T&P committee, Human Resources,

Action C: Compile and share a list of funding resources for recruiting underrepresented populations to each department chair and search committee. Compile a list of HBCU's, etc., that will assist with locating under-represented faculty members to apply.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: department chairs and T&P committee, Human Resources,

Strategy 2: Develop and implement practices that support the success of underrepresented faculty and staff.

Action A: Review salaries (salary data is readily available for review at any time by visiting the Waterfield Library Information Desk) of faculty, taking note of underrepresented and international faculty, to achieve equitable compensation.

Responsible: CHFA DEI Committee, Administration

Timeline: Every 4 years; ongoing

Partners: department chairs, T&P committee, Human Resources, IDEA, PCDI

Action B: Eliminate or reduce the weight of student evaluations for all annual evaluations, tenure, and promotion decisions. Require peer evaluations if a department utilizes a student evaluation system.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1 year (immediate); ongoing

Partners: department chairs, T&P committee, Human Resources

Action C: Investigate and create a standard college-wide policy of giving a two-year teaching load reduction for new faculty. Develop a comparable policy for staff.

Responsible: CHFA (all departments), Administration

Timeline: 1 year (immediate); ongoing

Partners: department chairs, T&P committee, Human Resources

Action D: Continue the optional mentoring program within the College to allow for greater connectedness and opportunities.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1-3 years

Partners: department chairs, T&P committee, Human Resources, IDEA, PCDI

Action E: Establish a continuing training program for Deans and Chairs to assist faculty through the tenure, promotion, or advancement process. Chairs and Dean/Assistant Dean will assist underrepresented populations during the evaluation process both directly and by drafting guidelines to advise evaluation committees on providing such support.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1-3 years

Partners: PCDI, department chairs, T&P committee, Human Resources, IDEA,

Strategy 3: Address current disparities in working conditions for faculty.

Action A:

Recognize formal and informal service by faculty and staff (such as mentoring, discussions about best practices, conversation about marginalization, and committee work) as legitimate academic service in annual review processes. Regularly assess the distribution of teaching, research

service loads to compensate for this additional service work, and pursue opportunities to provide financial compensation for this additional labor.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1-3 years; ongoing

Partners: T&P committees, department chairs

Action B: -Create a standard college-wide policy supporting a two-year teaching load reduction for new faculty. Develop a comparable policy for load reduction or adequate compensation for staff.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1 year (immediate); ongoing

Partners: department chairs, T&P committee, Human Resources

Objective B: Maintain a college climate that understands, respects, and works to improve the impact of social and institutional structures on faculty, staff, and students.

Strategy 1: Promote cultural knowledge in the College and address topics such as: transphobia, fatphobia, ableism, gender discrimination, xenophobia, including both implicit and explicit bias, micro and macro-aggressions, and structural inequality.

Action A: In hiring practices, require job candidates to demonstrate knowledge and implementation of best practices for DEI work. Each department will provide two DEI specific situational interview questions to be used during the interview process.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1 year (immediate); ongoing

Partners: department chairs, Human Resources

Action B: Require tenure-track faculty to demonstrate in their annual evaluation a knowledge in the best practices of DEI. Departments will identify the appropriate deliverables (statements are not true indicators of best practices) and establish accepted protocols if this action step is not completed by a faculty member.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1-3 years; ongoing

Partners: department chairs, T&P committee, Human Resources, Faculty Development Center

Action C: Require all College faculty and staff to participate in annual diversity training offered by the University. These trainings will be created by the IDEA, HR, or other offices in accordance with current evidence-based, best practices, and will emphasize actionable change. Participation and completion of all training will be a portion of faculty/staff evaluation.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1-3 years; ongoing

Partners: IDEA, Faculty Development Center & ADVANCE

Action D: The college will work with IDEA to ensure the transparency of Murray State University's grievance procedures for students, faculty, and staff.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: IDEA

Action E: Sponsor and highlight action-based workshops, lectures, and other co-curricular activities that both foster cross-cultural skills (including, but not limited to, antiracism, anti-ableism, gender-inclusion and affirmation) and create and maintain best practices to move marginalized voices to the center on campus, in the classroom, within administration, and in faculty governance.

Responsible: CHFA (all departments) & CHFA Administration

Timeline: 1-3 years; ongoing

Partners: CHFA Research Circles, the annual CHFA faculty showcase, department colloquium series, Faculty Development, ADVANCE

Action Step 2: Increase Student Awareness of Diversity, Equity, and Inclusion, inclusive of Global Awareness and establish measurables and deliverables.

Objective A: Maintain an intellectually rigorous curriculum that introduces students to diverse ideas and content, both globally and locally, as well as lenses to analyze and identify systems of power.

Strategy 1: Departments will ensure that curriculum development and assessment promote diversity, equity and inclusion in regards to content, methodologies, theories, epistemologies, and accessibility.

Action A: Review curriculum and assessment of all courses offered, in regards to diversity, equity and inclusion, every three years. The CHFA DEI committee will develop a policy for the review process.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: department curriculum committees

Action B: Work with Faculty Development Center to create a repository of instructional activities that not only increases awareness of race, class, gender, and ability, but also challenges existing structures of inequality.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: Faculty Development Center

Action C: Pursue funding opportunities to compensate faculty to develop and/or revise courses to fulfill DEI goals. This can include course reassignments or PAs.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: Development Office

Strategy 2: Enhance student's cultural competency utilizing co-curricular activities.

Action A: Work with Education Abroad to integrate more Study USA and Study Abroad experiences that provide opportunities to explore diversity as well as critically analyze structures of inequality.

Responsible: CHFA (all departments)

Timeline: 1-3 years

Partners: Education Abroad Office

Action B: Each department in the college will be responsible for planning (or collaborating with other departments) at least 2 programs per calendar year that address diversity, equity, and inclusion as related to their field and/or feature the voices and perspectives of scholars of color. Funds should be provided by the College or university for these programs, and/or provide support to actively pursue external funding for such programs.

Responsible: CHFA (all departments)

Timeline: 1-3 years

Partners: CHFA Administration

Action C: Promote regional, national, and international conferences, internships, residencies, and other experiences that develop students and faculty cultural competency. Provide funding for such programming and/or actively pursuing external funds for such programs.

Responsible: CHFA (all departments); CHFA DEI committee

Timeline: 3-5 years (Long-term), pending funding

Partners: ORCA; Office of Sponsored Programs

Objective B: Utilize college and department processes that support the charge of promoting the recruitment and retention of underrepresented and minoritized students.

Strategy 1: Focus on diversity in recruitment and retention of underrepresented and minoritized students

Action A: Work with the Scholarship Office to increase knowledge of and promote use of URM scholarships and graduate assistantships.

Responsible: CHFA Administration

Timeline: 1-3 years

Partners: Scholarship Office

Action B: Departments will identify a faculty member who is responsible for increasing recruitment in regional areas where URM students attend high school. Departments will determine measurable outcomes and produce deliverables regarding success.

Responsible: CHFA Administration

Timeline: 1-3 years

Partners: Office of Recruitment

Action C: Maintain partnerships with offices that agree to support underrepresented and minoritized students, such as Office of Multicultural Initiatives, Student Leadership & Inclusive Excellence, LGBTQ Programming, International Students Office, Student Disability Services and Veterans Affairs, etc. to support students from diverse backgrounds through OMI programming.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: OMI, Student Leadership & Inclusive Excellence, LGBTQ Programming, International Student Office

Action D: Enhance resources and training for culturally responsive advising.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: Provost Office; Faculty Development Center

Objective C: Ensure that diverse students are aware of, and have access to, the resources on campus to promote retention and graduation success.

Strategy 1: Publicize the list of on-campus resources to promote student success.

Action A: Post (on college website and other public spaces), and circulate the list of on-campus resources to promote student success in the College and department spaces.

Responsible: College DEI Committee, CHFA Administration

Timeline: 1 year (Immediate); ongoing

Partners: Student Affairs, The Women's Center, The Office of LGBT Programming

Action B: Work with the appropriate offices (Provost, Faculty Senate, etc.) to move to include the list of on-campus resources on each course syllabus and/or Canvas course pages.

Responsible: CHFA (all departments)

Timeline: 1 year (Immediate); ongoing

Partners: Office of the Provost

Action C: Departments will determine the best avenue for promoting student peer mentorships within the College. All mentors must be credentialed for this work.

Responsible: CHFA Administration

Timeline: 1-3 years

Partners: Student Engagement and Success Office

Action D: Utilize existing resources and training for culturally responsive advising.

Responsible: CHFA DEI Committee

Timeline: 1-3 years

Partners: Provost Office; Faculty Development Center