



FERRIS STATE UNIVERSITY

Library for Information, Technology and Education Memorandum

TO: Leah Monger, Acting Dean
FROM: Sharon Hamel
SUBJECT: Diversity at Ferris – Annual Assessment Report
DATE: October 31, 2008

Per your e-mail request of this morning, I have drafted the following summary of FLITE's diversity activities since March 21, 2008 (the date on which the Board of Trustees approved the University's first diversity plan).

FLITE Diversity Committee

- 4/7/08 Dean Richard Cochran met with Randall Schroeder and Sharon Hamel to discuss the organization of the FLITE Diversity Committee.
- 4/8/08 Began drafting FLITE Diversity Committee Policy.
- 5/23/08 First FLITE Diversity Committee meeting held. Committee members are Sharon Hamel (recorder), Melinda Isler, Lyle Mourer (alternate liaison to University Diversity Planning Committee), Randall Schroeder (chair), Julia Rodriguez (left FSU in July), Fran Rosen (liaison to University Diversity Planning Committee), and Lingfei Xu.
- 5/27/08 Approved FLITE Diversity Committee Policy, including the committee charge, composition, method of appointment, terms of appointment, vacancies, and reporting.
- 7/10/08 Second FLITE Diversity Committee meeting held.
- 10/3/08 Third FLITE Diversity Committee meeting held.
- 10/22/08 Fourth FLITE Diversity Committee meeting held. David Pilgrim addressed the committee on the role of the Chief Diversity Officer, the role of the Diversity Planning Committee (DPC) and how the FLITE Diversity Committee might be able to support the University's diversity initiatives.

FLITE Activities to Support Diversity

- Developed FLITE Diversity Committee's policy.
- Wrote minutes for all FLITE Diversity Committee meetings.
- Identified liaison/s to attend DPC meetings; Fran Rosen and Lyle Mourer provided FLITE Diversity Committee with updates on these meetings.
- Provided at least one member to serve on each of the library's four current search committees to ensure due diligence to diversity as we fill these positions.
- Assembled a list of appropriate organizations and publications for targeted advertising to diverse populations within the library community when recruiting candidates for position vacancies.
- Participated in the open forums hosted by the Office of Multicultural Student Services (OMSS) Relocation Committee.

- Identified two librarians, Rick Bearden and Ann Breitenwischer to serve on the Office of Multicultural Student Services (OMSS) Relocation Committee.
- Invited Matt Eickhoff to speak at an All-FLITE Staff meeting in May about registered student organizations at FSU.
- Invited Mike Slocum to speak at an All-FLITE Staff meeting in July about the services provided through the Student Conduct Office.
- Invited Paul Sullivan to speak at an All-FLITE Staff meeting in August on the services available through the Health Center and on managing disturbed students.
- Invited David Pilgrim to speak at an All-FLITE Staff meeting in October on the use of hateful images in presidential campaigns.
- Provided video and print graphic support to the Jim Crow Museum.
- Conducted preliminary review of FLITE purchases that support diversity issues.
 - For FY07 and FY08 (July 1, 2006 to June 30, 2008), we purchased 273 books, totaling \$8,484.82, to support the Jim Crow Museum; these were charged to the African American Studies fund. We also purchased 51 books, totaling \$1224.72; these were charged to our Cultural Awareness fund. We purchased \$3,873.33 worth of books to support the Women's Studies minor. Additionally, many other books were charged to Sociology or Social Work.
 - Four serial titles were charged to the Cultural Awareness fund:
 - *Contemporary Black Biography*, a book series from Gale,
 - *Ethnic and Racial Studies*, an academic journal published by Routledge,
 - *Ethnology*, published by the Dept of Anthropology at the University of Pittsburgh, and
 - *Diverse Issues in Higher Education*, a professional journal.
 - We subscribe to *Ethnic Newswatch*.
 - We have many individual major reference titles that cover areas of diversity; however, a summary of these materials has not been compiled.
 - We have purchased various relevant books and have looked for books on Islam, on Arabic people, and on people of the Islamic faith in the United States.

Next Steps

- Offer educational programming in FLITE and compile periodic reports of the number and types of diversity-related programs hosted in FLITE.
- Invite OMSS to make a presentation at an All-FLITE Staff meeting.
- Provide a report on FLITE Diversity Committee activities at least twice a year at the All-FLITE Staff meeting.
- Identify FLITE employees to attend the Equity Conference at Oakland University.
- Advocate participation in and arrange work schedules for FLITE employees who desire to attend diversity-related presentations and activities.
- Continue to focus on collection development and compile periodic reports of the number and types of diversity-related materials purchased.
- Highlight diversity-related materials by placing them on the New Book Shelf.
- Ensure that display cases are authentic and compile periodic reports of the number and types of diversity-related displays in FLITE.
- Schedule regular meetings for the FLITE Diversity Committee.
- Post FLITE Diversity Committee minutes and documents for easy electronic access by FLITE employees.
- Establish a file drawer in the Dean's Office to store print materials related to the FLITE Diversity Committee's activities.
- Target FLITE instruction initiatives to older students, transfer students, and international students.