

Kentucky Council on Postsecondary Education



MEETING AGENDA

Committee on Equal Opportunities

Monday, January 28, 2019

Elizabethtown Community & Technical College, James S. Owen Building, Room 112

The Council on Postsecondary Education is Kentucky's statewide postsecondary and adult education coordinating agency charged with leading the reform efforts envisioned by state policy leaders in the *Kentucky Postsecondary Education Improvement Act of 1997*. The Council does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services, and provides, upon request, reasonable accommodation, including auxiliary aids and services necessary to afford individuals with disabilities an equal opportunity to participate in all programs and activities.

Kentucky Council on Postsecondary Education, 1024 Capital Center Drive, Suite 320, Frankfort KY 40601, Ph: (502) 573-1555, Fax: (502) 573-1535,
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Monday, January 28, 2019

1:00 PM

Elizabethtown Community & Technical College, James S. Owen Building, Room 112

1. Call to Order
2. Committee introductions and Roll Call
3. Welcome and Overview: Dr. Juston C. Pate, President/CEO, ECTC
4. Initiatives for Opportunity
 - a. Strategy: Ms. Pamela Harper, Director of Center for Education Excellence
 - b. Impact: Student Response
5. Initiatives for Student Success
 - a. Strategy: Ms. Patty Hawkins, Director of Student Support Services
 - b. Impact: Student Response
6. Initiatives for Impact
 - a. Strategy: Ms. Jerisia Lamons, Coordinator of Career Services
 - b. Impact: Student Response
7. Approval of Minutes - October 22, 2018 3
8. Report from the November Council Meeting - Mr. Travis Powell, Vice President and General Counsel, CPE
9. Diversity Plan Process Review and Update 5
10. Other Business
11. Adjourn

Upcoming CEO Meetings: April 29, 2019, Morehead State University; June 24, 2019, University of Louisville

To comply with state open meeting rules, members attending must participate in person or by video conference. To participate via video conferencing, visit the following link:

<https://zoom.us/j/378409849>

or

Dial: (646) 558-8656; Meeting ID: 378 409-849

STAY CONNECTED TO THE CPE!



**Minutes
Council on Postsecondary Education
Committee on Equal Opportunities
October 22, 2018**

The Committee on Equal Opportunities met October 22, 2018 at the Leestown Campus of Bluegrass Community and Technical College in Lexington, KY. Chair Shawn Reynolds presided over the meeting.

CALL TO ORDER: The meeting was called to order by CEO Chair Shawn Reynolds at 1:00PM.

ROLL CALL: Council staff called the roll.

Members present: Shawn Reynolds, David Carpenter, Robert Croft, Dr. Brian Dunican, John Johnson, Ann Morgan, Ling-Yuh Pattie and Silas Session (on-line).

Members absent: Corey Bellamy, Sebastian Torres, Keitha Henderson, Vidya Ravichandran, and Dr. Robert Staat.

Council staff and institutional representatives present: Dr. Dawn Offutt, Travis Powell, Dr. Mordean Taylor Archer, Dr. Sonja Feist-Price, Dr. Charles Holloway, Dr. Timothy Forde and Natalie Gibson, (On line) Dr. Caroline Atkins and Dr. Kathleen Roberts.

WELCOME: Dr. Augusta A. Julian, President of BCTC welcomed attendees to the campus and commended the staff for their work in support of diversity, equity and inclusion.

CAMPUS SPOTLIGHT: Staff and students shared information on BCTC's diversity, equity and inclusion efforts as they relate to opportunity, success and impact for not only low-income and underrepresented minority students, but also other diverse student populations. Programs and departments highlighted included: Student Development and Enrollment Management – For Opportunity - ASPIRE, A Few Good Men, Diversity Task Force for Recruiting and Retention, Student Support Services, Latino Community Outreach and Community Empowerment Initiative; For Success – Blinks and LSAMP scholars, First Year Experience for Special Populations and the LIFT Program. For Impact – Hiring and Recruiting, Onboarding Process and Cultural Competency which included a 14 week certification program.

APPROVAL OF	The minutes from the April 30, 2018 and July 23, 2018 meetings were approved with a motion made by David Carpenter and seconded by Robert Croft.
REPORT FROM	Travis Powell provided an updated on the Council's presidential search and the anticipated timeline for selection.
ACTION ITEMS:	The CEO approved changes to the Diversity Plan strategies of Southeast Kentucky Community and Technical College, Jefferson Community and Technical College and Morehead State University. SKCTC – Motion made by John Johnson and seconded by Ling-Yuh Pattie. JCTC – Motion made by Robert Croft and seconded by John Johnson. MoSU – Motion made by Ling-Yuh Pattie and seconded by Ann Morgan The meeting dates for 2019 were approved with the motion made by Dr. Brian Dunican and seconded by Ling-Yuh Pattie.
OTHER BUSINESS:	Dr. Dawn Offutt shared a report from the KentuckyWorks and the Human Development Institute & Early Childhood, Special Education & Rehabilitation Counseling Center at the University of Kentucky which included a preliminary review of the campus diversity plans as they related to individuals with special needs. The report was for information purposes only.
NEXT MEETING:	The next regularly scheduled meeting will be hosted by the Kentucky Community and Technical College System at a location to be determined. David Carpenter made a motion to adjourn the meeting. Ling-Yuh Pattie seconded. The meeting was adjourned at 4:13pm.

Kentucky Public Postsecondary Education Policy for Diversity, Equity & Inclusion Timeline 2018-2019

- Data collection period August 2017 – June 2018*
- **CEO meeting at Murray State University** April 30, 2018
- Preliminary annual quantitative report (**not scored**) July 24, 2018
- **CEO meeting at Western Kentucky University** July 22-23, 2018
- **CEO meeting at Bluegrass Community & Technical College-
Leestown Campus** October 22, 2018
- Optional draft annual report to CPE December 14, 2018**
To be submitted using online reporting tool.
- CPE feedback to campuses on optional draft report January 10, 2019
- **CEO meeting at Elizabethtown Community
& Technical College** January 28, 2019
- First year final campus reports due to CPE and CEO March 1, 2019, 11:59 pm
To be submitted using online reporting tool.
- Campus reports distributed to review teams March 15, 2019
- **Review teams meet and develop composite scores** April 29, 2019
- Review team results presented to Council June 2019
- **CEO meeting at University of Louisville** June 24, 2019
- New academic program ineligibility begins (if applicable) Fall 2019
- CEO meeting at Northern KY University (to be confirmed) October 28, 2019

**Although the data collection period is for a full AY, the CPE recognizes that not all strategies will have been fully implemented in the fall semester.*

***This draft report is optional and only to be submitted should the campus desire feedback in advance of the final campus report submission in March 2019.*

Diversity Plan Norming Process

Norming is a calibration process in which readers apply a rubric to a sample, and come to consensus on the score of the work. CPE staff will draft three mock diversity plan annual reports following the reporting tool. Those samples, along with a google forms scoring sheet, will be sent to all review team members via email. Evaluators will have one week to score the mock plans and submit their scores. A two hour calibration meeting via Zoom will be scheduled a few days prior to the live scoring session. Once the live scoring session begins, evaluators will have six weeks to evaluate the diversity plans. Once the live scoring session ends, an in-person meeting should be scheduled for calibration and submission of scores.

April 12, 2018, 3:34 p.m.

March 4, 2019	Mock scoring begins
March 11, 2019	Mock scoring ends
March 12-15, 2019	Two-hour calibration meeting via Zoom
March 18, 2019	Live scoring begins –review team provided with campus diversity plans, annual report, and a worksheet.
April 28, 2019	Live scoring ends
April 29, 2019	Six-hour calibration meeting at the quarterly CEO meeting (consensus scoring)

Review Teams (Tentative)

Team A: Sebastian Torres, Robert Croft, Lisa Shemwell

- West KY Community & Technical College
- Hopkinsville Community College
- Henderson Community College
- Northern KY University

Team B: Shawn Reynolds, Ann Morgan, Melissa Bell

- Western KY University
- University of Kentucky
- Gateway Community & Technical College
- Jefferson Community & Technical College

Team C: Miko Pattie, Keitha Henderson, Sarah Levy

- Murray State University
- Owensboro Community & Technical College
- Elizabethtown Community & Technical College
- University of Louisville

Team D: Corey Bellamy, David Carpenter, Melissa Young

- Madisonville Community College
- Maysville Community & Technical College
- Bluegrass Community & Technical College
- Morehead State University

Team E: John Johnson, Vidya Ravichandran, Silas Session, David Mahan

- Ashland Community & Technical College
- Hazard Community & Technical College
- Big Sandy Community & Technical College
- Kentucky State University

Team F: Brian Dunican, Robert Staat, Bruce Brooks

- Somerset Community College
- Southcentral Community & Technical College
- Southeast KY Community & Technical College
- Eastern KY University

Diversity, Equity, and Inclusion Plan Report Evaluation Rubric - Universities

“Opportunity” - Recruitment and Enrollment of Diverse Students	Maintaining a diverse student body is an essential contribution to the educational experience of Kentucky's postsecondary students. Public institutions of postsecondary education in Kentucky have a responsibility to ensure residents have the opportunity to receive a rich and fulfilling educational experience that cannot be fully obtained without exposure to the different perspectives and cultures of those around them.				
“Success” - Student Success	While maintaining a diverse student body is essential, institutions must commit to helping those students be successful when they arrive on campus. Unfortunately, certain diverse student populations historically have exhibited lower graduation and retention rates than the overall student population.				
“Impact” - Campus Climate, Inclusiveness, and Cultural Competency	To fully realize the positive impacts of diversity, Kentucky's public institutions must provide an inclusive and supportive environment for its diverse group of students. In order to live and thrive on a diverse campus and in an increasingly diverse world, students must become more culturally competent. Faculty and staff should also become more culturally competent in order to help the diverse student population thrive and succeed.				
Criteria	Meets or Exceeds Expectations 2	Making Progress Towards Meeting Expectations 1	Does Not Meet Expectations 0	Total Score	
	Target was met or exceeded.*	Target was not met, but progress toward the target was made. For enrollment, institution will either meet or not meet expectations (score 2 or 0).	Target was not met and progress was not made toward meeting expectations.*		
Goals					
Undergraduate Enrollment				0	
Graduate Enrollment				0	
1st - 2nd Year Retention (URM)				0	
1st - 2nd Year Retention (low-income)				0	
6-year Graduation Rate (URM)				0	
6-year Graduation Rate (low-income)				0	
Degrees Conferred (URM)				0	
Degrees Conferred (low-income)				0	
Workforce Diversity				0	
Total: GOAL Score				0	

*For enrollment, the institution shall demonstrate that the diversity of its student body provides its students with the opportunity to receive the educational benefits of diversity as described in the Policy. This may be substantiated by providing evidence that goals outlined in an institution's plan were generally attained or significant progress was made toward those goals, that students have been provided the opportunity to interact with diverse peers both inside and outside the classroom, and through other means identified by the institution as supported by valid research. Progress toward any one goal shall not determine whether or not expectations have been met; an institution shall be evaluated based on the entirety of its report in this area.

CPE Reviewer Comments:						
Criteria	Meets or Exceeds Expectations 2	Making Progress Towards Meeting Expectations 1	Does Not Meet Expectations 0	Total Score		
				Opportunity	Success	Impact
Implementation of Strategies with Fidelity <i>Fidelity is defined as faithfulness in implementing programs and strategies as they were designed.</i>	Evidence is provided that all strategies were fully implemented with fidelity.	Evidence is provided that some of the identified strategies were implemented with fidelity.	Institution is unable to substantiate that any required strategies were fully implemented with any degree of fidelity.			0
CPE Reviewer Comments:						

Criteria	Meets or Exceeds Expectations 2	Making Progress Towards Meeting Expectations 1	Does Not Meet Expectations 0	Total Score		
				Opportunity	Success	Impact
Analysis of Strategy Effectiveness	The institution has provided a full and thorough analysis of the effectiveness of each strategy in accordance with the assessment plan outlined in its Plan. If a strategy was not fully implemented or implemented at all, a thorough analysis and justifiable explanation of why this did not occur are provided.	The institution has provided an analysis of the effectiveness of each strategy only at a basic level. Strategies that were not fully implemented or not implemented at all are addressed at a basic level.	The institution's analysis of strategy effectiveness fails to provide any substantive value. Strategies that were not fully implemented or not implemented at all are not fully addressed.			
<i>CPE Reviewer Comments:</i>						
Criteria	Meets or Exceeds Expectations 2	Making Progress Towards Meeting Expectations 1	Does Not Meet Expectations 0	Total Score		
Lessons Learned and Next Steps	The institution identifies a number of takeaways from the annual review process and describes in detail how it will incorporate results from the strategy analysis to address deficiencies and either improve or continue its success rate.	The institution identifies takeaways from the annual review process but fails to describe in any detail how it will incorporate results from the strategy analysis to address deficiencies and either improve or continue its success rate.	The institution does not identify takeaways from the annual review process at any substantive level and fails to fully describe how deficiencies will be addressed or performance will be improved or continued.			
<i>CPE Reviewer Comments:</i>						
TOTAL: Criteria Score			0	0	0	0

Maximum Composite Score = 36

Minimum Composite Score Required for New Degree Program Eligibility = 24

Total Composite Score for Unit Reviewed		0
Met target to offer new academic programs (circle one)	Yes	No
Performance improvement plan required (circle one)	Yes	No
Site visit and report recommended (circle one)	Yes	No
OVERALL CPE Reviewer Comments:		

Diversity, Equity, and Inclusion Plan Report Evaluation Rubric - KCTCS

“Opportunity” - Recruitment and Enrollment of Diverse Students	Maintaining a diverse student body is an essential contribution to the educational experience of Kentucky's postsecondary students. Public institutions of postsecondary education in Kentucky have a responsibility to ensure residents have the opportunity to receive a rich and fulfilling educational experience that cannot be fully obtained without exposure to the different perspectives and cultures of those around them.			
“Success” - Student Success	While maintaining a diverse student body is essential, institutions must commit to helping those students be successful when they arrive on campus. Unfortunately, certain diverse student populations historically have exhibited lower graduation and retention rates than the overall student population.			
“Impact” - Campus Climate, Inclusiveness, and Cultural Competency	To fully realize the positive impacts of diversity, Kentucky's public institutions must provide an inclusive and supportive environment for its diverse group of students. In order to live and thrive on a diverse campus and in an increasingly diverse world, students must become more culturally competent. Faculty and staff should also become more culturally competent in order to help the diverse student population thrive and succeed.			
Criteria	Meets or Exceeds Expectations 2	Making Progress Towards Meeting Expectations 1	Does Not Meet Expectations 0	Total Score
	Target was met or exceeded.*	Target was not met, but progress toward the target was made. For enrollment, institution will either meet or not meet expectations (score 2 or 0).	Target was not met and progress was not made toward meeting expectations.*	
Goals				
Undergraduate Enrollment				0
1st - 2nd Year Retention (URM)				0
1st - 2nd Year Retention (low-income)				0
3-year Graduation Rate (URM)				0
3-year Graduation Rate (low-income)				0
Degrees Conferred (URM)				0
Degrees Conferred (low-income)				0
Workforce Diversity				0
Total: GOAL Score				0

*For enrollment, the institution shall demonstrate that the diversity of its student body provides its students with the opportunity to receive the educational benefits of diversity as described in the Policy. This may be substantiated by providing evidence that goals outlined in an institution's plan were generally attained or significant progress was made toward those goals, that students have been provided the opportunity to interact with diverse peers both inside and outside the classroom, and through other means identified by the institution as supported by valid research. Progress toward any one goal shall not determine whether or not expectations have been met; an institution shall be evaluated based on the entirety of its report in this area.

CPE Reviewer Comments:									
Criteria	Meets or Exceeds Expectations	Making Progress Towards Meeting Expectations		Does Not Meet Expectations		Total Score			
	2	1	0						
Implementation of Strategies with Fidelity Fidelity is defined as faithfulness in implementing programs and strategies as they were designed.	Evidence is provided that all strategies were fully implemented with fidelity.	Evidence is provided that some of the identified strategies were implemented with fidelity.		Institution is unable to substantiate that any required strategies were fully implemented with any degree of fidelity.		Opportunity	Success	Impact	Total
									0
CPE Reviewer Comments:									

Criteria	Meets or Exceeds Expectations 2	Making Progress Towards Meeting Expectations 1	Does Not Meet Expectations 0	Total Score		
				Opportunity	Success	Impact
Analysis of Strategy Effectiveness	The institution has provided a full and thorough analysis of the effectiveness of each strategy in accordance with the assessment plan outlined in its Plan. If a strategy was not fully implemented or implemented at all, a thorough analysis and justifiable explanation of why this did not occur are provided.	The institution has provided an analysis of the effectiveness of each strategy only at a basic level. Strategies that were not fully implemented or not implemented at all are addressed at a basic level.	The institution's analysis of strategy effectiveness fails to provide any substantive value. Strategies that were not fully implemented or not implemented at all are not fully addressed.			
<i>CPE Reviewer Comments:</i>						
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<i>CPE Reviewer Comments:</i>						
TOTAL: Criteria Score			0	0	0	0

Maximum Composite Score = 34

Minimum Composite Score Required for New Degree Program Eligibility = 22

Total Composite Score for Unit Reviewed				0
Met target to offer new academic programs (circle one)				Yes No
Performance improvement plan required (circle one)				Yes No
Site visit and report recommended (circle one)				Yes No
OVERALL CPE Reviewer Comments:				