Graduate School Equity & Diversity Progress Report for 2011-12

Please return electronically to Dean Martin Cadwallader: pziebarth@grad.wisc.edu

YOUR CENTER ____ Institute on Aging _________

The following identifies 3 areas for evaluating/improving equity and diversity in the Graduate School Centers and Institutes. Please assess equity, diversity and climate in your center by answering each set of questions.

**Climate Assessment:**
Climate refers to the general quality of the overall work environment. Is it characterized by a sense of community? Is there a perception that all are treated equitably and fairly, that the work environment is flexible and employees are encouraged to be creative in using available resources to achieve the best possible outcomes in performing their duties? Are activities designed to help create and maintain good climate supported by center/institute leaders?

Have you been working toward any goals in this area?
If yes, what are they?

Check the response that best describes how your center is doing in this area and provide additional information as indicated.

- [ ] Doing Well
- [ ] Adequate
- [ ] Needs Action

- Please share one or two examples of activities that helped achieve a good climate in your center/institute. **In daily interactions, we practice a policy of treating each other with respect. We periodically have office lunches to celebrate the Center’s or individual accomplishments.**

- Please indicate if there is anything you can do over the next year to build on your success in creating adequate climate in your center/institute? **We will have our E&D committee representative keep us up to date on all the campus possible activities.**

- Please specify at least one action you will take over the next year to improve climate in your center/institute. **Our last Climate Survey was done in 2006 and we are due for another. We will be contacting OHRD and OQI in order to get this organized in a timely manner. We are looking towards the beginning of the New Year for the survey due to many new hires this Fall. We would like to give them an opportunity to get adjusted to the work environment.**

**Equity/Fair Treatment:**
This set of questions asks you to assess equitable and fair practices in your center. As you address the following questions, please consider standard practices in your center/institute with respect to: communications with employees; providing opportunities for training & professional development; advancement and promotions; and providing access to resources.

Have you been working toward any goals in this area? Yes

If yes, what are they? We have provided many of our staff member with rate and/or title changes this year. We were granted one Classified staff a four step raise. We had 2 Faculty and 3 Academic Staff members given rate increases with the Critical Compensation Funds. We have 3 Academic Staff members with Rate/Title Changes. We are rewarding our staff for the hard work they do. Dr. Barry Radler submitted and was awarded a Travel Award through the Graduate School and Diane Krueger was admitted into the Administrative Development Program. Overall we have had a stellar year for staff advancements.

Check the response that best describes how your center is doing in this area and provide additional information as indicated.

  x  Doing Well
  ___Adequate
  ___Needs Action

- Please share one or two examples of activities that helped achieve equity and fair treatment in your center/institute. The Institute has put together a equitable plan for merit increases for employees. We discussed the plan with the employees during their annual reviews.

- Please indicate if there is anything you can do over the next year to build on your success in creating equitable and fair practices in your center/institute.

- Please specify at least one action you will take over the next year to improve equity and fair treatment in your center/institute. We are committed to our employees and appreciate their efforts towards the mission of the center. Once we have completed the climate survey and have worked with the offices of OHRD and OQI we implement the changes brought up by the survey.

**Recruitment and Hiring**

These sets of questions are focused on recruitment and hiring practices in your center/institute. As you consider these questions please consider the extent to which they promote equity, diversity and good climate.

Have you been working toward any goals in this area?

If yes, what are they?
Check the response that best describes how your center is doing in this area and provide additional information as indicated.

_ x_ Doing Well
   ___ Adequate
   ____ Needs Action

- Please share one or two examples of activities that helped develop good recruitment and hiring practices in your center/institute.

- Please indicate if there is anything you can do over the next year to build on your success in developing good recruitment and hiring practices in your center/institute.

- Please specify at least one action you will take over the next year to improve recruitment and hiring practices in your center/institute.

This Institute on Aging has hired 1 Classified, 2 Graduate Students, and 5 Academic Staff positions in the last year. Of the 8 new employees 3 are minorities. Our MIDJA grant was awarded a Diversity Supplement award. This is a $5000 award to support a minority graduate student.

Although all of our recent hires have been local candidates, we have done a very good job in attracting a diverse pool of applicants. On average we have about 17.5% of our applicants that are minorities. We will work with our Divisional HR representatives to make sure our job postings are widely available.

Obstacles to Achieving Equity and Diversity and a Positive Climate
Are there any obstacles that keep you from making progress in the above areas? Is there anything else you think the Graduate School Equity and Diversity Committee should be aware of that impact climate, equity and diversity in your center/institute? At the UW overall?