

2016

Diversity, Equity and Inclusion: A Roadmap for USF Faculty and Staff Professional Development

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***Diversity, Equity and Inclusion: A Roadmap for USF Faculty and Staff
Professional Development***

1. Statement of project's purpose and relationship to the Foundation's mission.

This proposal is seeking support for a series of interactive workshops and lectures for USF faculty and staff that center on exploring the intersections between Jesuit Catholic identity, Ignatian spirituality and the complex issues we face as a community around diversity, equity and inclusion.

The *Diversity, Equity and Inclusion: A Roadmap for USF Faculty and Staff Professional Development* project will forge new ways of working together as a University to enhance our campus climate. Through a 6-part conversation series with select faculty/staff we seek to expand our understandings of the intersections of Jesuit intellectual traditions, Catholicity and race, thereby increasing our capacity to move forward together on these issues as a more united community. (See Appendix 1 for a draft proposal of a six-week conversation series). The upcoming Western Conversations event 11/18/15 with Fr. Steve Privett S.J. will kickoff this project.

This project is the culmination of work the project requestors have undergone during their participation in the Ignatian Colleagues Program (ICP). The Ignatian Colleagues Program is a national program of the Association of Jesuit Colleges and Universities (AJCU) designed to educate and form administrators and faculty more deeply in the Jesuit & Catholic tradition of higher education. The goal of the program is to provide a solid intellectual foundation as well as opportunities for participants to personally experience and appropriate their significance so they may better articulate, adapt, and advance the Jesuit & Catholic mission of their campuses. To date, USF ICP participants have participated in silent retreats, a team-based ICP retreat (with another in early 2016), the 19th Annotation, online modules on the history of the Society of Jesus and Ignatian pedagogy, and immersion trips. This proposal builds upon the diverse experiences of USF ICP participants and will be the culminating project for our USF cohort.

This proposal builds on a number of components of the USF Jesuit Foundation's mission. For example, infused in the project deliverables (e.g. time spent with USF community members) will be *magis*, seeking what is more. As requestors we have been immersed in the ICP pedagogy for nearly 2 years. In addition, the funding requestors bring to these conversations unique perspectives and expertise. Grant requestors are from across the USF campus, and include colleagues' e from Campus Ministry, Human Resources, the Diversity, Equity and Inclusion Office and Gleeson Library. USF's University Ministry has a rich tradition of helping community members explore the principles of Ignatian Spirituality and in turn develop ways to apply these principals to their studies, careers, and personal lives. In addition, we

have a wonderfully effective office of Diversity, Equity and Inclusion that leads many of our community wide efforts on building and sustaining diversity as a critical component of our campus community. We also benefit at USF from having a dynamic Human Resources department that along with many other responsibilities partners with academic and non-academic departments to help break down barriers and creates faculty and staff development opportunities. And from a research and resources perspective, the Gleeson Library perspective will also come to bear on the development and delivery of this program.

Secondly, when delivering our project will rely heavily on *education for the whole person* – faculty and staff – who participate. Examples of what our ICP staff development programming will help USF community members explore include:

- Investigate the history of underrepresented communities in the US Catholic church/USF and what this might mean for our community going forward
- How the Jesuit Catholic humanist educational mission can inform discussions about privilege at USF
- How religious beliefs and traditions are viewed as impediments/accelerants to our educational mission at USF and how might we address these views

Our framework for delivering these topics include the following:

- Building the faculty and staff development exercises and experiences in ways that engage participants using the ‘guiding’ process found in the Spiritual Exercises
- Including context, experience, reflection, action and evaluation in the project
- Care for the whole person during this process -- engaging the minds and hearts of program participants
- Recognizing and encouraging participants to take ‘risks’ along the way and appreciating that there are ‘many paths to God’

Borrowing from the mission of the USF Jesuit foundation, it is overall the intent of this project to live up to the standard that *‘the integration of faith and the promotion of justice with the life of the academy’* will be significantly furthered by this work.

2. Desired methodology, outcomes, and assessment standards.

As this is not a research project, the overarching design will closely follow a human resources/professional development model. There is no methodology or need for human subjects approval per se. However, much of the theoretical rationale is derived from the work of Dr. Bryan Massingale, professor of theology at Marquette University and author of *Racial Justice and the Catholic Church* (Orbis, 2010) and other scholars. In addition, the intellectual and spiritual framework for the program will be built directly from ICP program components.

Our assessment process and standards will be built on qualitative research methods (*focus group* methods specifically and also *participant observations* of the process by the ICP team). The project plan is to develop specific themes for our six-week project:

- Establish foundational definitions of diversity and contextualize in the history of USF and its Jesuit, Catholic traditions and heritage
- Provide an overview of what Diversity, Equity and Inclusion (DEI) means, how it impacts campus climate and why having a USF/Jesuit/Catholic-centric approach to DEI makes sense
- Diversity perceived as a benefit for some
- Draw linkages between Jesuit Catholic identity/traditions & DEI. Contextualize these concepts/realities in relation with USF's mission, vision & values
- Explore the various dimensions of privilege at USF and the impacts on our campus climate and culture
- Provide an overview of campus climate and how it creates, reinforces (if unchecked) and influences campus culture(s).

Our hypotheses/overarching rationale for developing this project:

1. USF community members will benefit from explicit, sustained conversations about our Jesuit Catholic traditions as they intersect with the issues of diversity, equity and inclusion
2. USF faculty and staff will come away from the experience with a more nuanced framework within which to help other community members as we struggle with issues such as privilege, underrepresented communities etc.
3. Added exposure to USF resources (e.g. the Campus Ministry, the DECO office, Human Resources etc.) will help attendees navigate these complex issues

The delivery of the project to USF community members will begin by introducing participants to research, readings and guided conversations in each area listed above. From there we will capture participants feedback during the process. This feedback will become our primary post-project product. These data will be summarized and analyzed. As themes emerge from this work the team will document our findings and present to USF leadership.

3. Timetable.

January 2016: Complete Program Planning and Logistics

February 2016: Marketing and Outreach

March – April 2016: Conduct 6 Sessions with Faculty/Staff

May – June 2016: Complete Project Assessments, Wrap-up and Documentation

4. Relationship to the applicant's past and future experience, research, or teaching.

Shawn P. Calhoun (PI) is the Associate Dean for Access Services and Assessment at the University of San Francisco's Gleeson Library | Geschke Learning Resource Center. Shawn is a member of the Gleeson Library Leadership Team and regularly participates in a wide variety of library and campus-wide strategic initiatives. Shawn received his Masters of Library and Information Science (MLIS) from San Jose State University and his Ed.D. (Learning and Instruction) from USF's School of Education. Shawn's scholarly work has focused on multimedia and modular worked-out examples as instructional methodologies as well as the management of student's cognitive processing associated with information literacy instruction.

Julia Dowd is director of University Ministry at USF and co-chair of the University Council for Jesuit Mission. In this capacity she supports the professional and spiritual development of faculty, staff and students to promote USF's Jesuit Catholic mission and identity.

As the Vice Provost of Diversity Engagement and Community Outreach, **Dr. Mary Wardell-Ghirarduzzi** leverages the university's mission and commitment to social justice, equity and inclusion to strengthen the campus for students, faculty and staff and expands the university's community engagement, particularly for multicultural and marginalized communities. She has been a leader in developing a creative framework for how the university's mission can be more fully realized as part of the community it resides within; for the mutually beneficial exchange of knowledge and resources.

Associate Vice President, Human Resources **Martha Peugh-Wade**. Martha has worked at USF for over 25 years; first supporting the budget process in the Office of Business and Finance, and for the last 20 years serving in varying roles in Human Resources. The last eight years Martha has overseen the human resources function in support of HR's mission of attracting, retaining, and developing diverse and talented faculty and staff. Martha provides leadership for all HR arenas including, employment, employment counseling, compensation, benefits, HRIS and professional development. HR currently partners with other departments to break down barriers and to develop and deliver professional development opportunities. This grant will allow HR to continue this process by partnering in this very important cross-department development opportunity.

5. Project Budget:

Food Service /Bon Appétit	Total Guests	Sessions	Per Person	Totals
Guests 15	17	6	\$30	\$3,060
Moderator 1				
Facilitator 1				
Materials				
Massingale Text - Copies	17		\$26	\$442
AV/Room Setups				
Sessions		Per Session	\$100	\$600
Project Videographer				
		Hourly	Total Hours	
		\$20	\$40	\$800
Total Est.				\$4,902

APPENDIX 1

Mission as Diversity, Diversity as Mission

Program Outline

February 2, 2016 – March 8, 2016

5:00 – 7:30pm

Broad Conference Room, Fromm Hall

Session 1 – February 2

Origins of the Conversation

This session will address the purpose of focusing on Mission as Diversity, Diversity as Mission. The facilitators will introduce the vision of the program, its historical placement, and the desired outcomes of the sessions. They will then go over the curriculum, giving a brief introduction to each session and introduce the program facilitators. This grounding session will also be used for introductions, ice-breakers, establishing of a brave space, and a reflective meditation on personal and community goals.

Facilitators: Mary Wardell-Ghirarduzzi (Diversity Engagement and Community Outreach) and Julia Dowd (University Ministry)

Session 2 – February 9

Unraveling and Understanding Place within Diversity (Self-Knowledge)

The second session of the program will begin the process of self-reflection, with facilitators leading participants in exercises to help them understand their own positionality in relation to diversity with emphasis placed on categories of race, gender, class, and intersectional identities. Participants will be able to understand their own relationships to power and privilege as well as point to formative moments in their own lives that shaped notions of identity. Emphasis will be placed on articulating positionality related to inclusion or exclusion, and defining what diversity means to each participant.

Facilitators: Genevieve Negron-Gonzalez and Shabnam Koirala-Azad (School of Education)

Session 3 – February 16

Campus Climate and the Role of Jesuit Mission (Communal Discernment)

This session will focus on campus and community climate, with an emphasis on appreciating how this climate fosters the growth of students, faculty and staff, as well as how it poses limitations. Facilitators will encourage participants to envision what a healthy and inclusive campus looks like, with Jesuit values at its core. Participants will

be encouraged to discuss their “ideal institutions,” and create a working document that takes idea into account, and combines similar ideas and goals.

Facilitators: Barbara Thomas (Counseling & Psychological Services) and Anna Bartowski (Title IX Coordinator)

Session 4 – February 23

Individual Vocation in Shaping an Inclusive Community (Personal Striving)

Having identified in the last session what an ideal campus community looks like, this session will be used to reflect on the strengths that each participant brings to the journey. Participants will be asked, in the work that is being done to bring about a campus community where diversity and inclusion and mission go hand-in-hand, what is my vocation and where do I need partnership? By sharing these strengths in a large group setting, participants will be able to build coalitions and reflect on personal and group strengths and challenges.

Facilitators: Charlene Lobo Soriano (CASA) and Wilita Sanguma (University Ministry)

Session 5 – March 1

Proclaiming and Acting on Our Commitment to Shared Values (Enacted Love)

This last workshop-based session will be used to bring together the wisdom gained from the previous sessions while the participants are led through a mind-mapping exercise. Guided by the facilitators, the participants will be able to identify key actions areas to bettering campus climate as well as the steps that can be concretely taken on personal and group levels to affect inclusion and equity on campus.

Facilitators: Alejandro Covarrubias (Cultural Centers) and Kate Carter (Admissions)

Session 6 – March 8: Strategies & Continued Support

The final session of the series will be used to reflect and openly discuss the group’s process and experience. Participants will be left with a call to action and group-developed processes to work towards this community calling. Facilitators will administer evaluations and the group will develop efforts to maintain stamina and commitment to creating a diverse, inclusive, and equitable campus climate.

Facilitators: Martha Peugh-Wade (Vice President, HR), Shawn Calhoun (Associate Dean, Gleeson Library and Geschke Center)

APPENDIX 2. Food Service Estimate

DonsApps
FACULTY/STAFF

Food Service Estimate - ICP/JF Grant Proposal

Megan Gavney <megavney@usfca.edu>
To: calhouns@usfca.edu
Cc: fernandezc@usfca.edu

Mon, Oct 26, 2015 at 3:13 PM

Hi Shawn and Carmen,

A rough estimate for a buffet, soft drinks, linens, and a dessert for 17 would be about \$505. However, please note that this total can fluctuate based on the selected buffet.

For the 6 events, an estimated grand total would be about \$3,000.00.

If you would like me to request a quote from Bon Appetit, I would be happy to do so. I will just need you to provide your buffet choice, drink choice, and dessert choice.

Thank you!

Best,
Megan

Megan Gavney
Event Manager | Events Management & Guest Services
University of San Francisco | 2130 Fulton Street, McLaren 200 | San Francisco, CA 94117
Office: (415) 422-6166 | Fax: (415) 422-6898
www.usfca.edu/events

----- Forwarded message -----

ndezo@usfca.edu>
Date: October 26, 2015 at 3:18:43 PM EDT
To: eventsmanagement@usfca.edu
Cc: Shawn P Calhoun <calhouns@usfca.edu>
Subject: Fwd: Food Service Estimate - ICP/JF Grant Proposal

[Quoted text hidden]

DonsApps
 FACULTY/STAFF

Shawn P. Calhoun <calhoun@usfca.edu>

Food Service Estimate - ICP/JF Grant Proposal

Megan Gavney <megavney@usfca.edu>
 To: Carmen <fernandezc@usfca.edu>
 Cc: "calhoun@usfca.edu" <calhoun@usfca.edu>

Fri, Oct 30, 2015 at 4:10 PM

Hi Carmen,

The Founder's Reception has a minimum of 30. Since that is the case, I have provided you with a price quote with the Mediterranean Buffet for 17. I included cookies, linens, and soda as well.

This is a good guesstimate for a buffet for 17.

Please let me know if you have any questions or if you would like to place confirmed orders.

Thank you!

Best,
 Megan

CATERING @ university of san francisco

Dear Megan Gavney,

You have received this letter as notification of an order placed with Bon Appetit Catering at - USF. If you have any questions regarding this order, please contact the person placing the order or the Bon Appetit Catering Office. Changes may be made up to 72 hours prior to the guest ready time...CHANGES MADE AFTER 72 HOURS WILL INCUR A SERVICE CHARGE. * **Note: The "Checkout" process must be repeated and you must resubmit this order for any future changes to take effect.**

Please feel free to contact us at dannie.stanton@cafebonappetit.com or at 415 422-2671 if you need additional assistance.

Event Information for Order Number : 45573

Department Number: 110000-111015-1900

EVENT INFORMATION:

Event Name QUOTE ICP/JF Grant Proposal
 Event Date 1/1/2016
 Event time 10:00 AM
 Catering Ready Time 10:00 AM
 Catering Cleanup Time 10:00 AM
 Guest Count 17
 Event Type 6-Reception
 Service Style Compostable
 Building Cowell Hall
 Floor/Room tbd

CONTACT INFORMATION:

Contact Name Megan Gavney
 Email megavney@usfca.edu
 Phone 415-422-5791
 Fax

DELIVERY INFORMATION:

Address 2130 Fulton Street
 City San Francisco
 State/Province CA
 Zip/Postal 94117

Event Instructions

THIS IS ONLY A PRICE QUOTE. DATE, LOCATION, AND TIME ARE TBD.

Special Comments

None

Order Number: 45573

Product Name	Comments	Qty	Price	Total
10:00 AM - 10:00 AM "Otis Spunkmeyer" Cookies		17	\$1.50	\$25.50

