Institutional Research and Decision Support (IRDS)

POINT OF CONTACT
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SYSTEMIC ANALYSIS STEPS UTILIZED

PARTICIPATION AND REPORTING

☑ Attended SA Consultation Session
☑ Submitted a Progress Report

This unit reported their progress to the community on March 16, 2021.
Presentation video
Presentation slides

PROCESS ▪ ISSUES ▪ ACTON STEPS ▪ OUTCOMES

PROCESS

IRDS is a small office of 8 staff. Given our size, we've opted to have the entire staff participate in our systemic analysis, rather than a subgroup. This will help to ensure that everyone's voice is heard.

In fall 2020, we began the process by reviewing all 8 steps identified by OIA and discussing how each item relates to our work. We then determined that an appropriate first step for our office would be to develop a mission statement and a set of values that can incorporate our commitment to equity. No such statement currently exists, so we see this work as foundational and a requirement for us to be able to proceed in assessing the other steps. We are currently reviewing other mission statements from other offices and each staff member is tasked with identifying the core of "what we do" for use in collaborative discussion. Since that time, we have also begun reviewing the scope of our work and how it supports the needs of our diverse community. We concluded that while we are intentional in our commitment to attend to issues of diversity, equity, and inclusion in our work, we face many challenges in how we can go about doing this. For are a currently seeking additional avenues to provide research and data support in this area. For instance, we are supporting the work of the DEI Data Group to help in the creation of new ways of defining and reporting on traditional metrics such as race/ethnicity and gender so that they no longer exclude the diverse identities of our population. We are also planning to enhance our survey support by partnering with other units to develop a bank of recommended survey questions intended to measures various demographics.

Since fall 2020, we have also begun internal discussions surrounding our office climate as it relates to diversity, equity, and inclusion. The discussions have been very fruitful, leading to several avenues for growth.

D.E.I. COMMITTEE

Christine Chavez
Senior Director of Institutional Research & Decision Support

Sarah Yoshikawa, Ph.D.
Associate Director of Institutional Research

Yuting Lin
Institutional Research Associate

Amber Sánchez, Ph.D.
Institutional Research Associate

Nadya Balabanova
Associate Director of Business Intelligence

Michelle Castellanos, Ph.D.
Associate Director of Survey Research

Alan Nong
Survey Research Associate

ISSUES IDENTIFIED

We have no office mission or stated values. These are very much needed as the foundation by which we do our work.

OUTCOMES

✹ We will have a mission and value statement that will be posted on our website and will serve as the bedrock for future planning.

ACTION STEPS

✹ We will collaboratively develop a mission and value statement

✹ We are currently in the process of developing office and interpersonal values that can guide our internal interactions. This includes guidelines for respectful communication, and how to provide feedback to others.

📑 We will be developing guidelines for evaluating candidates when hiring, which will help us account for cultural differences and implicit biases that may influence our hiring decisions. We realized that if we do not attend to these items we may be failing to consider exceptional candidates simply because their cultural norms do not align with ours.

LEGEND FOR PRESIDENTS COMMITMENTS

📑 Hiring

✹ Culture and Climate

📑 Education

SYSTEMIC ANALYSIS STEPS: QUICK REFERENCE

1. Listen to your team and constituents
2. Review infrastructure and policy
3. Review scope and content of programs
4. Evaluate structural diversity (data)
5. Analyze strategic partnerships
6. Evaluate vision/mission statement
7. Identify training needs
8. Accountability and Assessment