



**\*\*Sent by Email\*\***

Memorandum

July 29, 2010

From: Paul M. DeLuca, Jr., Provost

To: Diversity Leadership Committee

Subject: Charge to the Diversity Leadership Committee, UW System Climate Study

Thank you for agreeing to serve on the Diversity Leadership Committee (DLC), which will advise on the fielding of the UW System Climate Study at UW-Madison. We expect the study to provide important information about the campus climate and expand our understanding of ways members of community experience the campus climate. Results may help us to identify areas for improvement and identify features that should be maintained because they contribute to a positive campus climate.

We will be implementing the climate study in a limited number of units. Participating units will be the College of Agricultural and Life Sciences (CAL S) and the Division of Student Life (formerly known as the Offices of the Dean of Students). I am grateful to these units for taking on this project.

The DLC has important and specific roles associated with conducting the study. The responsibilities of the DLC are to:

- Review the survey instrument, especially the UW-Madison-specific information
- Develop a communication and education plan for the survey, that will encourage and support a high participation rate
- Provide information and updates to the University community
- Review draft reports, prepare reports for CAL S and for Student Life that may include recommendations for subsequent activities

At UW-Madison we have also appointed several individuals to the Climate Study Working Group (CSWG). This team has been meeting regularly since April 2010. The responsibilities of the CSWG are to:

- Work with System Administration and the survey contractor (Sue Rankin, Rankin and Associates Consulting) to provide background information necessary to the implementation and analysis of the study
- Conduct a detailed review of the survey instrument

- Define UW-Madison-specific elements of the project, as specified by the contractor
- Assure that all necessary preparations to support implementation of the study at UW-Madison are carried out
- Coordinate with the contractor on seeking human subjects review by the IRB
- Communicate with UW-Madison community; develop a project web site

All members of the CSWG (marked with \*) are also being appointed as members of the DLC. The members of the DLC are:

- Jocelyn Milner\*, Director of Academic Planning and Analysis (Chair of the CSWG and the DLC)
- Margaret Harrigan\*, Senior Policy and Planning Analyst (UW-Madison PI for the project and the IRB proposal)
- Ruby Paredes\*, Assistant Vice Chancellor, Office of the Vice Provost for Diversity and Climate and UW-Madison Multicultural/Disadvantaged Liaison to UW System Administration
- Tom Browne\*, Assistant Dean and Multicultural/Disadvantaged Coordinator, College of Agricultural and Life Sciences
- Argyle Wade\*, Associate Dean, Division of Student Life
- Sandy Bertics, Laboratory Manager, Dairy Science, and Chair of the CALS Equity and Diversity Committee
- Dan Schaefer, Professor of Animal Science, Associate Dean of Undergraduate Programs and Services, CALS
- Srinivasan Damodaran, Professor of Food Science and member of the CALS Equity and Diversity Committee
- Tina Gislason, CALS Human Resources, and member of the CALS Equity and Diversity Committee
- A CALS student to be appointed by the CALS Equity and Diversity Committee when classes resume in the fall semester

You will be meeting in the summer and fall to advise on plans for fielding the survey. In spring 2011, you will meet again to review the results. Jocelyn Milner, who has been chairing the CSWG, will chair the DLC. I expect periodic updates from her on the progress of the study. If you have questions or concerns, please work with Jocelyn or contact me directly.

Again, I appreciate your willingness to accept this appointment and to provide this important service to the University.

xc: Molly Jahn, Dean of CALS  
 Lori Berquam, Dean of Students  
 Damon Williams, Vice Provost for Diversity and Climate  
 Eden Inoway-Ronnie, Provost's Chief of Staff