

THRIVE 2027 Year 2 Action Plan

Human Resources

Diversity, Equity, and Inclusion

Objective D.2: Employees will be effectively equipped to collaborate with diverse groups and be inclusive in their deliberations and decision-making processes (**Led by Human Resources**)

- **Strategy D.2 A:** Expand diversity, equity, and inclusion trainings and professional development events, and create systems to provide all employees with equitable access to those opportunities

Action Step	Deadline	Responsible Party
<p>In collaboration with the DEI Committee, develop materials and conduct training for Deans and Program Chairs related to the Chancellor’s Teaching Fellows Program. Goal is to have 1 adjunct hire through this program.</p> <ol style="list-style-type: none"> 1. By 11/1/22 – DEI Committee convened, provide overview of goal and VCCS information on these programs. 2. By 11/15/22 – Invite Carla Kimbrough (VCCS Diversity Officer) to attend a DEI Committee meeting to provide overview of programs. 3. By 12/1/22 – Meet with Shared Services Center to learn recruitment flow and document the process for steps to take after application received. 4. By 1/1/23 – Develop training to share this program with the Deans. 	6/30/2023	Talent Management
<p>In collaboration with the Professional Development Committee, develop specialized training that will be conducted so that each employee completes the training with peers (i.e., employees, managers/supervisors and faculty) on topics that include: discrimination, bias and other DEI topics. Goal is to obtain 30% of attendees complete post training evaluation.</p>	4/30/2023	Talent Development

Action Step	Deadline	Responsible Party
<ol style="list-style-type: none"> 1. By 10/1/22 – Discuss collaboration for event with CSSA Executive Board. 2. By 10/31/22 – Obtain quote for Amediate to conduct discrimination and compliance training. 3. By 11/1/22 – Professional Development Committee convened, provide overview of goal. 4. By 11/30/22 – Proposal to Dr. Brannon for Professional Development Week. 5. By 11/30/22 – Save the Date to College. 6. By 2/1/23 – Training developed. 7. 3/6/23 – 3/10/23 – Training deployed. 8. By 3/13/23 – Send Post Training Survey 		

- **Strategy D.2 B:** Carefully analyze employee-focused College policies, procedures, and practices to look for areas of potential bias and revise to make them more equitable and inclusive

Action Step	Deadline	Responsible Party
<p>Research the addition of a new policy and/or add to an existing recruitment policy three specific items: 1) requirement of search committee to interview internal candidates who meet all minimum requirements 2) requirement that if internal candidate is not selected, supervisor will meet with this person to discuss professional development opportunities 3) review best practices regarding internal only recruitments and develop criteria that will ensure DEI is consistently considered.</p> <ol style="list-style-type: none"> 1. By 2/28/23 – Complete research and review of best practices. 2. By 3/31/23 – Revise and/or draft policy. 3. By 4/4/23 – Present to Cabinet. 4. By 5/1/23 – Present to College Council. 	6/30/2023	Talent Management
<p>Review the current Student Non-Discrimination Policy and the work of the Bias Response Team. Some of the work completed by this team will require collaboration with Human Resources.</p>	6/30/2023	Talent Development

Action Step	Deadline	Responsible Party
Through this review, we will also determine if there is a need for a separate employee Non-Discrimination Policy and/or process and training for employees regarding how to report claims of discrimination.		

Employee Investment and Development

Objective E.3: Employees will have access and be expected to participate in comprehensive diversity and inclusion training (**Led by Human Resources**)

- **Strategy E.3 B:** Provide cultural competency training for all employees

Action Step	Deadline	Responsible Party
In collaboration with the Professional Development Committee, develop specialized training that will be conducted so that each employee completes the training with peers (i.e., employees, managers/supervisors and faculty) on topics that include: discrimination, bias and other DEI topics. Goal is to obtain 30% of attendees complete post training evaluation.	4/30/2023	Talent Development
All full-time employees that did not complete the DHRM Road to Cultural Competence Training in Year 1 will complete the COV – Working Together for Virginia in the COV Learning Center by 12/31/2022.	12/31/2022	Talent Development
Define expectations for part-time employees and adjunct faculty to complete this training.	12/31/2022	Talent Development
All new employees will complete the DHRM Diversity COV – <i>Working Together for Virginia</i> training in the COV Learning Center within 90 days of their start date.	Ongoing through 6/30/2023	Talent Management

- **Strategy E.3 C:** Engage faculty discipline teams in an equity-driven review of curriculum content for cultural responsiveness and representation to make learning experiences connected, equitable, diverse, and inclusive for everyone

Action Step	Deadline	Responsible Party
Discuss this strategy with the Vice President for Academic Affairs for input.	9/23/2022	Payroll
Meet with the Center for Teaching and Learning (CTL) to share this strategy and action item and request that she partner with a subgroup of Faculty Senate for this work.	10/11/2022	Payroll
Meet with subgroup of Faculty Senate and CTL to request that they research current training options available related to cultural responsiveness in the classroom.	11/30/2022	Payroll and CTL
Conduct research on training available related to cultural responsiveness in the classroom.	3/1/2023	Faculty Senate Subgroup and CTL
Finalize selections, goal is to conduct this training during the week of Convocation 2023 and in January 2024 at the Faculty Colloquium.	4/1/2023	Faculty Senate Subgroup and CTL
Determine criteria that will be used to measure success.	5/1/2023	Faculty Senate Subgroup and CTL