Notre Dame Research
Diversity, Equity, and Inclusion Committee

Launched April 2021
Background


    ![Book Covers]

- Called for volunteers to self-nominate for new “grassroots” NDR DEI committee. Placed announcement in the weekly employee internal newsletter Mar 2021.

- Convened committee for the first time Apr 2021; initial foci were writing mission statement, sorting priorities, forming workgroups; committee has met as a large group (“All-Hands”) monthly since spring. Meetings include continuous learning element.

- Following NDR model of the Great Place to Work Initiative (2017): subcommittees / workgroups are focusing on different goals, follow own meeting cadence.

- Plan to publish results/outputs in the online *NDR Division Internal Playbook*: [https://research.nd.edu/ndr-division-internal-playbook/](https://research.nd.edu/ndr-division-internal-playbook/)
The NDR Diversity, Equity, and Inclusion Committee strives to foster openness and social inclusion within our division such that each person has the opportunity to develop their authentic selves, to feel welcomed and valued because of their lived experience, and to use their unique strengths to contribute to the division, the University, and the community. Research-based information will influence division policies, procedures, and practices to become more equitable and increase transparency.

Read entire Background/Mission Statement/Values Statement online
Currently, the committee is split into four workgroups:
1. Communications & Collaboration
2. Inclusion & Retention
3. Recruiting & Hiring
4. Research

* Also serving as division’s DEI Catalysts. Katie will also represent NDR at DEI Leadership meetings and bring a rotating representative from the committee to each gathering.
1. Drafting **two resources** that will be posted online to facilitate internal conversations:
   a. Shared language document / glossary of terms
   b. Inclusive Language Guide with preferred expressions and examples, e.g. “Native American” not “Indian”

2. Connecting with other DEI-focused groups on campus in addition to the Employee Resource Groups and other affiliation groups to coordinate knowledge and practice. The goal is to organize a **DEI forum** sometime in the FY22. *Note: Workgroup would like help from E. Kelly and E. Love.*

3. Collaborate with NDR Communications team to enhance/increase messages of inclusion in division’s communications. *NOTE: Added member, Michael Hughes, in Sep 2021.*
   a. Includes expanding holidays/days of significance recognized in Dome to Den beyond US or Roman Catholic remembrances.
   b. Facilitated the addition of [DEI widget to the backend of events.nd.edu](http://events.nd.edu) so we can import opportunities to NDR website and compile events across campus.
1. Started **inclusion research**: diverse and inclusive leadership; initiatives to increase fairness; sponsorship and access to senior leadership. Still considering tools to measure inclusion and how NDR will know if our initiatives are bearing fruit.

2. Drafted 1-pager **proposing an NDR “self-scan”** to identify where policies, procedures, etc. don’t support inclusivity and where they do.
   a. Requesting feedback from E. Kelly and E. Love re: engaging an internal or external consultant.
   b. Potential areas of assessment: Communications, Talent Management, Employee Development, Leadership and Accountability, Organizational Support and Commitment, Supervision and Rewards.

3. While pursuing the inclusion assessment, the workgroup is conducting performance management research and drafting recommendations (i.e., bias training, improved feedback tools, continuous training on coaching, etc.)

4. Drafting recommendations for career advancement, promotion, and succession planning, which may shift as learn from self-scan.
1. DEI statement has been finalized and will be added to all NDR job postings. Note: Workgroup reviewed statements from regional and peer institutions and industry partners before drafting statement and gathering feedback.

Notre Dame Research is committed to creating a community that fosters equity of experience and opportunity and ensures that members of all backgrounds feel safe, welcome, and included. We strive to achieve a culture of openness, autonomy, and belonging; making Notre Dame an exceptional place for our team, partners, and collaborators to flourish.

2. DEI statement will also be added to research.nd.edu & “Opportunities” pages (sample page) for reporting units. (Also hope to add to nd.edu/research/).

3. Develop program to train a “DEI Advocate” in each unit who would bring a diversity-lens to search committee in support of the work of the DEI Catalysts. Note: Would include development of a resource repository.
1. **Pivoting**: Workgroup started by compiling data around DEI-related criteria to understand where Notre Dame stands in contrast to AAU peers. This work is no longer the focus as other units on campus are conducting similar surveys and benchmarking.

2. Identifying and championing **external funding opportunities** that promote DEI in research, e.g., NIH R25, NSF Advance. (Note: Sponsors are prioritizing DEI. US Dept. of Energy now requires a DEI plan to be included in all applications.)
   a. Discussing whether NDR can provide application support and maybe seed funding for pilots.
   b. Highlight and promote any faculty success in these programs.

3. Connecting with faculty on the NDR senior leadership team, including Prof. Patricia Clark, VP for Research, and Prof. Nosang Myung, Chem/Biochem Engineering to discuss **faculty needs/interests** for applying for opportunities identified in #2 and how NDR might be able to provide assistance.
   a. Met with Heather Boyd in Research Development to discuss limited submissions in DEI-related opportunities.
In support of our mission to be transparent and accountable to our colleagues across the division, NDR DEIC intends to share the outputs of its work in our division’s online playbook (link below).

https://research.nd.edu/ndr-division-internal-playbook/get-involved/committees/diversity-equity-and-inclusion-committee/