

DEI-AB Professional Development Plan for Department of Writing 2024-2025 Academic Year

Writing Department DEI-AB Outcomes for 2024-25 Academic Year

1. Develop a shared understanding of best practices for responsive, inclusive teaching for faculty who teach at all levels of the curriculum.
2. Learn more about our strengths and areas we can improve in DEI-AB-related issues.
3. Remain attentive to DEI-AB issues when discussing all department issues, including the following:
 - a. Curriculum (WRT major, minor, and first-year writing courses)
 - b. Personnel issues (e.g., hiring, scheduling, review processes)
 - c. First-year writing portfolio group discussions and grading
 - d. Experiential learning
 - e. Extracurricular opportunities, and
 - f. Day-to-day operations of the department.

Proposed Objectives

Objective 1: Collaboratively identify strengths and areas of growth for our department in the areas of diversity, equity, inclusion, accessibility, and belonging for students, staff, and faculty.

Objective 2: Create opportunities during professional development meetings for faculty/staff of all ranks to discuss inclusive teaching strategies and other DEI-AB issues, which will foster community and connection, and help us improve our work in these areas.

Objective 3: Continue to deliberately make space for discussion of DEI-AB issues in our classes and faculty/staff meetings so that students, faculty, and staff feel empowered to raise questions and concerns.

Proposed Strategies

Strategies for Objective 1: Collectively Identify DEI-AB Strengths and Growth Areas

At the beginning of the Fall 2024 professional development meeting in August, the unit head will facilitate a discussion to identify strengths and growth opportunities for our department in the areas of diversity, equity, inclusion, accessibility, and belonging. All department staff and faculty will be expected to attend this portion of the meeting.

We have three goals for this discussion:

- Identify the department's current practices in the area of DEI-AB.
- Identify growth areas related to DEI-AB for students, faculty, and staff, which will inform our annual professional development meetings and other initiatives.
- Identify a list of DEI-AB initiatives the department could discuss and pursue. These can be long-term and large-scale projects (e.g., curriculum revision, events, student organizations) and short-term/small-scale projects (e.g., highlighting diverse writers on department bulletin boards).

Before the meeting, the Unit Head will distribute a survey to all faculty and staff so that they can anonymously describe their assessment of our department's strengths and areas of growth in DEI-AB areas. The results will be shared with faculty before the meeting to be used as a reference for our discussion.

After the meeting, the unit leadership team (Stolley, Stinnett, and Jacobsen) will synthesize the meeting's discussion and facilitate specific action items or initiatives identified by the group.

Specific areas we already know we need to work on and will address during the 24-25 AY include:

- Facilitating a conversation among faculty of all ranks to discuss together personnel review processes to ensure these processes are clear and equitable (e.g., TT, AFF, and VIS faculty will meet to discuss observation processes for AFF and VIS contract renewals).
- Revising student award selection process to make it more equitable and inclusive (TT Faculty).

Additionally, we will explore ways to integrate students into our departmental DEI-AB discussions to ensure we are aware of and responsive to their needs.

Strategies for Objective 2: DEI-AB Professional Development Meetings

In October of every year, the Writing Department will host a professional development meeting that will focus on discussing a shared text (e.g., evidence-based article, webinar) and exploring ways to implement our learning into our work with students. This model could be replicated in future years with changing topics, texts, and/or guest speakers.

All TT, AFF, VIS, and ADJ faculty and PSS staff will be expected to attend this meeting. Those who are unable to attend will be asked to complete a webinar of their choosing and reflect on what they learned.

The goals for these meetings will be to:

- Learn more about DEI-AB subjects and how they affect students, faculty, and staff

- Develop concrete, shared strategies to use in our work with students, faculty, staff to develop and maintain inclusive environments
- Build community among faculty/staff of all ranks

A non-exhaustive list of discussion topics include:

- Addressing microaggressions in the classroom
- Addressing incivility in the classroom
- Recruiting and supporting students and mentees of color
- Recruiting and retaining diverse faculty
- Supporting neurodivergent students
- Working with multilingual and multi-dialect students
- Adapting classes to support students with disabilities (e.g., universal design, inclusive design)
- Supporting students with mental health issues

Strategies for Objective 3: Create Space for DEI-AB Issues in Departmental Discussions

To accomplish Objective 3, we will:

- Encourage each other to raise DEI-AB-related issues in all conversations about department issues (such as those described above).
- Advocate for students at the university level by raising DEI-AB issues in our university committee work and providing feedback to administrative leaders on practices or policies that are not inclusive.
- Address additional issues raised in our August discussion.

Reflection on Learning

- After DEI-AB-focused professional development events, faculty and staff will be asked to complete a brief survey or [exit slips](#) evaluating the event and articulating 1-2 strategies they will implement in their work with students.
- In April, the Unit Head will distribute an anonymous survey to all faculty and staff that will be used to gather information about the efficacy of our DEI-AB efforts during the 24-25 AY and ideas for revisions to the plan and/or additional issues we need to address.

Timeline

August 5, 2024	<ul style="list-style-type: none">● Unit head will send out anonymous survey to all department faculty/staff to identify DEI-AB strengths and growth areas
August 19, 2024	<ul style="list-style-type: none">● All department faculty/staff will participate in discussion about strengths/growth areas at Fall Professional Development meeting● All participants will submit exit slips after the meeting to facilitate reflection on learning
September 2024	<ul style="list-style-type: none">● Unit leadership team will synthesize August discussion and will develop action plan for unit review/discussion● Tenure-track and Affiliate faculty will meet to discuss Affiliate review process
October 2024	<ul style="list-style-type: none">● All faculty/staff attend a DEI-AB professional development meeting about a specific issue to be identified at the August 19 meeting.
November 2024	<ul style="list-style-type: none">● Tenure-track faculty will devote weekly meeting time to discuss and revise award selection process to make it more inclusive and equitable
Winter 2025	<ul style="list-style-type: none">● Unit leadership team will continue implementing initiatives identified at the August 19 meeting
April 2025	<ul style="list-style-type: none">● Unit head will distribute anonymous survey to gauge success of department initiatives and determine goals for future projects and professional development
May 2025	<ul style="list-style-type: none">● Unit head will draft and submit 24-25 AY DEI-AB report for the department and share with CLAS Dean's office and all faculty and staff