As the ADAPP project initiates its fourth year, while continuing to refine initiatives, policies and practices, MSU is turning its focus to: 1) evaluation of the impact of initiatives and revised practices and policies; 2) development of structures and institutionalization of activities and practices evaluated as important and effective in reaching the goals of the project; and 3) initiation of research projects to better understand the impact of policies and practices on the recruitment, retention and advancement of women in STEM disciplines.

**INSTITUTIONALIZATION – STRUCTURES, PROCESSES AND PROGRAMS**

- Michigan State marked the start of YR4 with the **first meeting of the newly formed Institutionalization Action Group (IAG) (10/7/11)**. As described in our last quarterly report, this group was formed to replace the ADAPP-ADVANCE ACT and will be responsible for institutionalization of the best practices initiated by our ADAPP-ADVANCE project. The newly formed group includes: Associate Provost for Academic Human Resources; Director of Planning; Director of the Office for Inclusion and Intercultural Initiatives; Deans of the Colleges of Social Science, Natural Science, and Engineering.

- **Faculty diversity measures are now integrated into the academic planning process** at Michigan State.

  - In the fall 2011 planning letter to deans, the Provost included his expectations for progress on faculty diversity. Colleges were instructed to submit planning materials to the Provost by mid-November. The paragraph added to the planning letter is:

    - “MSU’s commitment to inclusion and diversity is a hallmark value of the institution. It is important that college and unit-level policies and practices are aligned with MSU’s values of quality and inclusion and that there are effective structures in place to facilitate and promote the commitment to achieving excellence with diversity. Each college will be reviewed for some common indicators of success, including the number of underrepresented faculty members within your college, and their distribution across ranks. You are asked to identify and describe additional plans and indicators by which your college should be evaluated on progress toward diversifying your faculty. For your information, metrics about diversity among tenure-system faculty in your college since 2005-06 will be forthcoming.”

  - In the past, deans addressed diversity metrics through meetings separated from the academic planning process. This fall, the Office of Inclusion and Intercultural Initiatives (I3), Academic Human Resources and the Office of Planning & Budgets have been working together to produce a set of diversity metrics and other approaches to be considered by units in their planning. These metrics were provided to each dean/FEA. Deans and faculty were encouraged to contact the Office for Inclusion to discuss any questions related to
these reports.

- Planning materials have been submitted to the Provost, and the sections addressing issues of diversity are being reviewed at this time by the VP of AHR, Dir. Of Planning, and the Director of Inclusion and Intercultural Initiatives.

- In addition to supporting all 17 colleges with a contribution that covers 25% of a FEAs time, the Provost committed 10% of his discretionary budget each year to fund incentives to colleges achieving faculty diversity planning goals.

**REPORT BY PROJECT GOAL**

- **GOAL 1:** INCREASE THE RECRUITMENT OF WOMEN FACULTY

  - **CROSS-COLLEGE / GMT ACTIVITY**
    - Workshops & Webinars:
      - *Workshop, offered by Paulette Granberry Russell, Mark Roehling, Terry Curry:* “Success in the academic hiring process from start to finish: Clarifying purposes and procedures, avoiding delays, and increasing faculty quality and diversity.” (9/20/11)
    - Work with individual Search Committees
      - Associate Vice Provost for Academic and Human Resources met with every faculty search committee and outlined best practices as outlined in the ADAPP Faculty Search and Hiring Tool Kit.
      - Finalized the Faculty Search and Hiring Toolkit to be published next quarter

  - **COLLEGE ACTIVITY (COLLEGE OF SOCIAL SCIENCE)**
    - Senior staff met with Terry Curry to go over the faculty search toolkit and plan subsequent meetings with each CSS search committee to share best practices.
    - FEA team attended the LEAD presentation on conducting effective faculty searches.
    - Discussed the process for the Dean’s Office to engage in the faculty search process by revising and enhancing forms used for assessing potential candidates and providing feedback to units.
    - DeBrenna Agbényiga and Pamela Gray (College FEAs) met with the Director and faculty in the School of Human Resources and Labor Relations to provide an understanding of diversity, inclusion, position allocation and the search process that supports building a diverse faculty.
Issued an RFP for a diversity hiring initiative and awarded the Provost’s diversity and incentive funding for hiring a faculty member in African American History.

A decision has been made to conduct a meeting with search committee chairs and others new to the search process twice a year to discuss goals, objectives, roles and expectations that are aligned with current ADAPP practices and policies.

- **COLLEGE ACTIVITY (COLLEGE OF ENGINEERING)**
  - In part of our annual planning document for the College of Engineering, we defined a new process for faculty search and recruitment to ensure clarity, fairness and inclusiveness.
  - We recruited one woman (tenure-stream) faculty in our ME dept, who started this fall semester.

- **COLLEGE ACTIVITY (COLLEGE OF NATURAL SCIENCE)**
  - FEA met with all department chairs and search committee chairs to review best practices.
  - FEA and Terry Curry (Co-PI & VP Academic Human Resources) met with all search committees.
  - FEA continued to consult with all search committees during the entire search and selection process.

- **GOALS 2 & 3: INCREASED RETENTION AND ADVANCEMENT OF WOMEN FACULTY**

- **CROSS-COLLEGE/GMT ACTIVITY**
  - Webinar, not offered by MSU, but made available to FEAs and other faculty: “Avoiding a mid-career crisis: Helping faculty manage their careers” (9/20/11)
  - Workshops in collaboration with MSU’s Offices of F&OD and Inclusion & Intercultural Initiatives
    - “Survive and Thrive”
    - “Associate Dean – What Does this Role Entail?”
    - “Effective Faculty Mentoring”
  - “Faculty Mentoring Toolkit” (completed)
COLLEGE ACTIVITY (COLLEGE OF SOCIAL SCIENCE)

- Analyzed and shared the comments from the last CSS women’s luncheon.
- Spoke to the chairs of the Engineering College about faculty mentoring programs in CSS. There was a special emphasis on their evaluation.
- FEA team attended the LEAD workshop on mentoring.
- Discussions are underway for the next college-wide women’s leadership luncheon.

COLLEGE ACTIVITY (COLLEGE OF ENGINEERING)

- At the beginning of the fall semester we held the orientation for our new faculty in the College of Engineering. In additions to discussing resources in the College, the Dean reviewed the College expectations for performance and the parameters for reappointment, promotion and tenure.

COLLEGE ACTIVITY (COLLEGE OF NATURAL SCIENCE)

College of Natural Science Women’s Luncheon (on Friday, November 18th). This event brought together 24 female faculty in the college to discuss issues relevant to their professional development and satisfaction. It provided the ADAPP-ADVANCE team and Dean/FEA an opportunity to update the faculty on grant activities.

GOAL 4: IMPROVE WORKPLACE CLIMATE

COLLEGE ACTIVITY (COLLEGE OF SOCIAL SCIENCE)

- The College held meetings with Chairs and Directors to review and revise the proposed college-wide mentor policy.
- College completed and received approval of our mentoring policy.
- During the College’s annual retreat in October, a session was dedicated to cover the newly approved mentor policy and guidelines were discussed for the design of unit-level plans.
- Anne-Marie Ryan and Juli Wade (Psychology) shared tools for assessing mentor program and data collected as a part of her discussion of the departments pilot mentor program at the College retreat.
• Gary Anderson (Social Work) shared the assessment tools being used and the collaborative mentor process that includes F&OD as a part of their mentor pilot program.

• All units in the College are writing their mentor plan that includes details outlined in the Provost and College’s mentor policy. The mentor plans are due in the College at the end of the Fall semester. All plans will be reviewed by the College’s senior staff.

  o **COLLEGE ACTIVITY (COLLEGE OF ENGINEERING)**

  • The Dean and FEA worked with department chairs to promote recognition of our women faculty. Prof. Diana Briedis in our CHEMS department was elected AIChE Fellow for her outstanding service to AIChE (American Institute of Chemical Engineering) and ASEE (American Society of Engineering Education).

  • We held focus group meetings with all of our pre-tenure faculty to get their direct input on strengths and weaknesses of our current mentoring efforts in the College. The information collected is being analyzed to define the elements that need improvement.

  o **GOALS 1-4: CROSS-CUTTING CONTRIBUTIONS**

  o Cross-College/GMT Activity

    • Webinar:
      ▪ “Diversity Inclusion: A New Systems-Based Institutional Transformation Framework” (October 7, 2011). Although MSU did not develop this webinar, we promoted it to our Faculty Excellence Advocates.

      ▪ FEA Consortium Meeting (10/31/11). The Academic Planning Process (and the role of the FEA in that process) was covered.

  o **COLLEGE ACTIVITY (COLLEGE OF SOCIAL SCIENCE)**

    • Plans are underway to implement mandatory exit interviews of all College of Social Science faculty leaving the university excluding retirements.

    • Completion of the draft duties of the College’s FEA through collaborative conversations with the Dean.

    • A decision has been made to discuss roles ad expectation of faculty as they relate to recruitment, retention, mentoring and inclusion at the annual faculty orientation and other specified faculty meetings that will be hosted through the Dean’s Office.
EVALUATION

- Two Visits from Ohio Center for the Evaluation & Assessment of Math & Science Education (10/6/11 & 11/17-11/18/11)
- Timeline for evaluation activity (for the rest of the grant) being developed.
- College case studies (including both policy & FEA role analysis) in process. Faculty members and chairs to be interviewed about perceptions of FEA role in Spring.
- Regression/Retention Model to be completed for March College Planning Meetings
- Chair inventory of current AHR practices was deployed – analysis to begin in December.
- Mentoring case studies being implemented in College of Social Science.
- New mentoring policies collected and being analyzed.
- Members of faculty search committees for 2011-2012 to be interviewed in Colleges of Engineering and Natural Science (about Curry intervention).
- Pool/finalist and hiring data to be analyzed (compared to previous years)

FACULTY INFORMATION TOOL

The Faculty Information Tool (FIT) development team has arrived at an important point in its work. The team is devising the business model and timeline for the development of this tool, incorporating the needs of both important internal (faculty & administrators) and external (federal agencies) stakeholders.

Internal Stakeholders. Six focus groups with faculty and administrators are planned for November and December 2011. Discussions at these meetings will identify issues and barriers and will help in defining the functionalities of the tool and the process of implementing the tool. Participants will be asked to complete a form to rate the potential functionalities of the tool.

Input from other Institutions. The development team is conducting phone interviews with 13 other institutions that have implemented some form of faculty professional accomplishment software systems. The personnel at these institutions will be asked to identify issues and barriers in instituting such a system at their universities and they will be asked to provide input on the potential functionalities of the Faculty Information Tool under consideration at MSU.
External Stakeholders. FIT MSU is participating in level 1 STAR METRICS, and FIT will be developed to meet the STAR Metrics reporting requirements, perhaps by incorporating and SciENCV as outlined in the Federal Demonstration Project https://sites.google.com/site/fdpera/home/profiles---lattes).

**RESEARCH PROJECTS**

(1) Mentoring Article


b. Authors: Clare Luz and Tamara Reid Bush

(2) Leadership in the Disciplines

McDaniels, Reid Bush and Klomparens are writing an article that argues that leadership roles in disciplinary associations can potential help women prepare for titled leadership roles (e.g., chair, assistant dean) on campuses. Article will be submitted to a social science / higher ed journal next quarter.

(3) Research Funding Study

Since research funding is a critical criterion used in the evaluation of STEM faculty during annual review and RP&T processes, a study is being initiated to analyze the number and types of grants submitted and awarded to Assistant Professors recruited in AY 2004 in the three participating colleges. The grants submitted and awarded over the period of 2004 – 2010 will be determined and the numbers and rate of success will be calculated. The average grants submitted during the 6 years prior to RPT will be correlated with impact on promotion. Research questions to be asked include:

a) Is there a difference in the number of grants submitted between men and women in their first 6 years

b) Is there a difference in the percent success of grants submitted between men and women in their first 6 years as faculty member?

c) Is there a correlation between the number of grants and the decision to promote? Is there a difference in this correlation between men and women?

d) Is there a difference in the composition of PIs/coPIs on grants submitted by men and women in this cohort during their initial six years?

e) Is there a difference in grant success based the PI composition (by number or gender diversity)
f) Is there a correlation between grant success and the perceived climate (from the work-environment survey data). If so, is the correlation different for men and women?

(4) Embeddedness Study

Paulette Granberry Russell (Director of the Office of Inclusion and Intercultural Initiatives/Special Assistant to the President and Dr. Isis Settles (Associate Professor of Psychology) met with the evaluation team to discuss the methods, limitations, and potential uses of data for this study of underrepresented groups.
INTRODUCTION

Michigan State University is at an exciting and important time in its ADVANCE grant cycle. As this quarter comes to a close, we are anticipating and planning for the opportunities and challenges of years four and five of the ADAPP project.

Three notable accomplishments of this last quarter of our third grant year include the following:

- Early in the 4th quarter, the MSU ADAPP-ADVANCE team submitted their response to the National Science Foundation site visit report.
- On August 16, a university-wide mentoring policy went into effect.
- The ADAPP Coordinating Team (ACT) developed a working document that has recently been submitted to Provost Wilcox and will be submitted to the three ADAPP deans within the next few weeks. In this document, we have proposed a set of institutionalization efforts in grant years four and five that will be propelled forward by three core components:

  • Strategic Leadership by College Deans

    Deans will be charged with the critical responsibility of ensuring consistent implementation of academic human resource policies and initiatives across departments as initiated by ADAPP. The ADAPP-ADVANCE Grant Management Team will shift its focus to evaluation, assessment of impact of initiatives in the colleges, and the production of scholarly work and communication.

  • Rigorous Evaluation and Development of Scholarly Products

    In order to promote evidence-based decision making by the deans, we will continue the project’s efforts to rigorously assess the impact of implementation of academic human resource management models being undertaken in each college and ask scholarly questions that will lead to “lessons learned” for NSF and other institutions involved in transformation processes related to ADVANCE.
• Communication and Engagement with Individual Faculty Members

We will continue to expand the awareness and engagement of faculty at all levels about the value of and efforts in enhancing the recruitment, retention, and advancement of female and underrepresented faculty at MSU.

Details of this proposal can be found in Attachment A.

REPORTING BY GRANT GOAL

The end of this quarter also marks a change in our approach to reporting. In previous quarterly reports, we summarized the achievements of the co-PIs and college teams by ‘ADAPP project’ (e.g., mentoring, faculty search). With this report, we report our activities related to the grant goal.

GOAL 1: INCREASE THE RECRUITMENT OF WOMEN FACULTY

• CROSS-COLLEGE / GMT ACTIVITY
  o Conducted a training session on Fair and Effective Faculty Searches for all department chairs in MSU’s Eli Board School of Business (July 12, 2011).
  o Created a new example of a Candidate Evaluation Tool that includes a diversity-related competency as a criterion on which candidates are evaluated (August 6).
  o Consulted with ongoing search committee in the School of Human Resources and Labor Relations (e.g., evaluating proposed search process, providing specific recommendations, and providing revisions in their contemplated candidate evaluation tool; multiple occasions in June and August).
  o Began preparations for conducting a LEAD seminar on faculty searches in September, 2011 (August).
  o Prepared faculty search toolkit for being branded and printed consistently with the already-existing annual review and RP&T toolkits.

• COLLEGE ACTIVITY – NATURAL SCIENCE
  o A document describing CNS procedures for faculty searches was prepared. This document lists all of the stages of the search process, and the steps at which approval is needed by the Dean’s Office and/or the Office of Inclusion and
Intercultural Initiatives.

- Dr. Conrad (FEA) communicated with the Chairs of the departments that will be conducting faculty searches in the coming year, and will attend the first search committee meetings to discuss best practices, and to distribute the CNS guidelines and the ADAPP Faculty Search Toolkit (when available).

**COLLEGE ACTIVITY – SOCIAL SCIENCE**

- There will be a number of faculty job searches this coming academic year. In preparation for these searches, both the Dean and the Assistant Dean for Equity, Diversity & Inclusive Affairs met with the ADAPP Project Director to request ADAPP assistance in developing training for search committee chairs and committee members. The ADAPP grant management team is currently considering this request.

- The CSS Dean’s office prepared a memo for the Provost outlining the College’s diversity achievements during the years 2005-2006 through 2009-2010. Based on these accomplishments, the Provost awarded the College a $50,000 Diversity Incentive Bonus in its upcoming recurring budget.

- The College will use its Diversity Incentive Bonus to fund a Diversity Hiring Initiative faculty position in African American history; one of its five priority budget areas for the coming year.

**GOALS 2 & 3: INCREASED RETENTION AND ADVANCEMENT OF WOMEN FACULTY**

**CROSS-COLLEGE / GMT ACTIVITY**

- Pipeline Into Leadership Project

  - The leadership team (Tamara Reid Bush, Karen Klomparens, Deb DeZure, and Allyn Shaw) met to discuss interviews that Faculty and Organizational Development (an ADAPP project support office) conducted with faculty on the topic of “Pipeelines to Academic Leadership”. Developed a summary document and discussed the possibility to inviting Stew Friedman and/or Adrianna Kezar to campus to speak. Suggested the creation of a slide to visually depict the timeline for pre-tenure faculty – this slide could then be shared at the fall Survive and Thrive workshop.

  - Based upon this leadership team meeting, DeZure, Klomparens and Bush requested a change in the Chair Inventory to include a question asking whether chairs ask if faculty have an interest in leadership.
• Networking / Network Development
  
  o College of Social Science Luncheon Evaluation (see College Activity – College of Social Science)

• Data Collection -- Focus groups with Male faculty
  
  o Preparation is being made for a series of focus group with male faculty leaders at Michigan State. Met with potential facilitators, reviewed and modified questions, submitted a new IRB for the male focus groups.

• A new University Faculty Mentoring Policy went into effect and requires that all colleges develop and implement a mentoring program. Mentoring resources were expanded to assist colleges and units as they develop unit-level mentoring programs. The ADAPP mentoring workshop continues to provide consultation to units and FEAs regarding mentoring.

COLLEGE ACTIVITY – COLLEGE OF SOCIAL SCIENCE

Retention

• We continue to develop and implement the pilot mentoring demonstration projects in the Department of Psychology and the School of Social Work.

• Dean Baba and Psychology Chair Juli Wade met with Associate Provost and Associate Vice President for Academic Human Resources, Terry Curry to discuss the mentoring pilots. Specifically they discussed how the CSS would coordinate with the Ohio Evaluation & Assessment Center (OEAC) to implement and evaluate the pilot programs. An agreement was reached to guide the interface between OEAC and the personnel of the Psychology Department.

• Dean Baba, Associate Provost Curry, and Chairperson Wade then met with Dr. Sarah Woodruff from OEAC to implement this agreement.

• The Provost has released funding for the mentoring pilots and the Department of Psychology has selected the staff for the program. The School of Social Work is in the process of launching its pilot mentoring program.

• The CSS ADAPP FEA team developed the proposed College of Social Science policy on Mentoring in accordance with the newly adopted University policy. Representatives from the Chairs and Directors (C&Ds) reviewed this draft policy on August 16, 2011.
After the review and approval process is complete, the policy will be submitted to the Provost.

The Dean’s office will present the new mentoring policy to the C&Ds at their annual retreat in September. This item will be a major part of the retreat agenda.

Advancement

- We continue our examination of CSS Annual Performance Review practices in an attempt to make them more consistent across units, more comprehensive, and more transparent. The Dean will lead a discussion of this topic at an upcoming C&D meeting.

- The Dean has revised her procedures for the Annual Performance Review of Chairs and Directors. This year she prepared written summaries of each C&D’s performance. She also did this in her review of the Assistant and Associate Deans of the College.

- The Chairs and Directors will be asked to send out copies of their unit by-laws to all junior faculty with the criteria for Reappointment, Promotion, and Tenure (RPT) highlighted. Where by-law revisions are necessary to promote accuracy, consistency, and transparency, they will be encouraged.

- This quarter we are planning to conduct RPT workshops targeted to specific cohorts of faculty (e.g., faculty before reappointment review, faculty before tenure review, newly promoted faculty, etc.) We believe that this format will increase the relevance and usefulness of the information offered.

- Chairs and Directors will be asked to consistently include an evaluation of faculty involvement and leadership in disciplinary societies. This is in recognition that women faculty often choose this area to develop their leadership potential rather than opting for leadership positions within the University administration.

- The training of faculty search committee members will also provide some leadership experience opportunities for women.

- We continue to develop a more structured mentoring program for new Chairs and Directors. This will build upon the currently existing informal peer-mentoring activities.

- Dean Baba and Assistant Dean Agbényiga met with Project Director McDaniels to discuss the possibility of developing an educational session for women seeking campus leadership positions. Several ideas were presented and are currently being considered by the Grant Management Team.
• The comments and suggestions made by the attendees of the first annual CSS luncheon for women faculty have been analyzed and organized. Results indicate that women in CSS would like to see more of these networking opportunities and they find them valuable. Additionally, the women provided feedback on mentoring, and other professional development needs that they have.

• To establish the current level of participation of women in University leadership positions, the Dean’s office determined that there were over a dozen CSS women faculty in important campus leadership positions – many in cross-disciplinary roles.

COLLEGE ACTIVITY - COLLEGE OF NATURAL SCIENCE

Retention & Advancement

• Faculty Performance Review

  o Departments were required to submit annual evaluations of all tenure stream Assistant and Associate Professors to the CNS Dean’s office by July 1. An evaluation Form was prepared and distributed to all departments to aid in this process, or departments could choose to use their own vehicle. All submitted evaluations are being reviewed by Drs. Kirkpatrick and Chivukula.

  o 2011-12 CNS RPT candidates were contacted to review with them the CNS RPT guidelines, which were revised last spring (see attached file for the guidelines).

• Mentoring

  o According to new MSU policy, all colleges are required to have mentoring programs in place by August 16, 2011. In CNS, these mentoring programs will be run at the department level. Earlier in the year, a college level mentoring policy was adopted that provides guidelines for the departmental programs. Departments were required to submit written descriptions of their mentoring programs to the CNS Dean’s office by July 1, 2011. To help them in this endeavor, descriptions of several sample departmental mentoring programs were circulated to all chairs and directors along with copies of the CNS Mentoring Policy and a “Best Practices in Mentoring” document prepared by ADAPP. Drs. Chivukula and Conrad have reviewed the submitted departmental program descriptions, and are providing feedback and suggestions for improvement where needed.

  o Incoming new CNS faculty were sent a welcoming letter that invited them to a welcome reception on August 29. Resource material on teaching and information about upcoming teaching workshops were also included in this
mailing.

• Professional Development
  
o CNS established a contract with Biotechnology Business Consultants (BBC) to provide grant writing/preparation support for CNS faculty. CNS will subsidize 50% of the cost, with the balance to be provided by the Department or PI.

  o A series of CNS workshops on topics relevant to teaching, grant preparation and the RPT process has been planned for the coming year.

COLLEGE ACTIVITY – COLLEGE OF ENGINEERING

Retention and Advancement

• Our CEE department created their formal mentoring program over the summer. All departments in our College now have a written mentoring policy in place.

• The FEA has formed a small work group, composed of one faculty from each department, to focus on our College’s mentoring programs. The first mission of the group will be to assess our mentoring programs and formulate an approach for the formal assessment of its effectiveness. A subset of this group will have the task of discussing various faculty mentoring approaches with Dr. Mary Deane Sorcinelli of UMASS-Amherst and exploring ways to collaborate with her on possible implementation in our College of some of their best practices.

• The FEA and the College development team continued to work on improvements to our web-based Faculty Activity Information System (FAIS). The College development team has met several times with the MSU FIT development team to discuss how FAIS may be adapted to serve all colleges in the University.

• The FEA and the College development team implemented improvements to our College’s web-based system for preparation and reporting of RPT documents by faculty and administrators. This system was developed to bring more consistency and transparency to our tenure and promotion evaluation process. After the successful launch and test of the early version of the system in the 2010-11 RPT cycle, all RPT cases in our College in the 2011-12 cycle will use the new online system.

• The FEA organizes the College of Engineering New Faculty Orientation at the beginning of fall semester. In this year’s event, scheduled for August 24, Dean Udpa will lead the discussion of “Evaluation and Promotion,” where our college’s standards for success and expectations for tenure and promotion are articulated. In addition to learning about
various resources in the College, the new faculty will receive a focused 90-minute exposure to matters related to teaching, assessment, and evaluation. The new faculty will also receive the Annual Performance Review Toolkit and the Reappointment, Promotion and Tenure Toolkit that have been developed by the ADAPP team.

- A new set of workshops on Essential Teaching Techniques has been introduced under the sponsorship of the Colleges of Engineering (The Center for Engineering Education Research, CEER), Natural Science, Agriculture and Natural Resources, and Lyman Briggs College. Our new faculty have been informed about these “brown bag” style workshops and their scheduling.

GOAL 4: IMPROVE WORKPLACE CLIMATE

COLLEGE ACTIVITY – SOCIAL SCIENCE

- A group of chairs and directors met with the Dean and the CSS FEA team to review the design and content of the Fall 2011 ADAPP Inventory. We reviewed each question and made suggestions that would improve the data the inventory yielded. Changes were suggested in language, question order, and instructions. The Dean summarized these suggestions in a memo that was submitted to the Project.

GOALS 1-4: CROSS-CUTTING CONTRIBUTIONS

- Care.com service has been offered to MSU affiliates for six months. One of the responses from a satisfaction survey respondent was: “by far this care.com service is one of the best campus resources offered to faculty” (Lori Strom, Director, Project Support Unit)

- MSU ADAPP-ADVANCE co-PIs will be invited to submit presentations to the College University Work Family Association for the 2012 conference to be held in Ann Arbor, MI. Lori Strom is the chair of the conference program planning committee.

- Lori Strom continues to share MSU’s resources on mentoring throughout the CUWFA network.

EVALUATION

On August 22, Estelle McGroarty, Sarah Woodruff, Tiffeny Jimenez and Melissa McDaniels had a phone conference to identify “next steps” vis-à-vis evaluation.
• **Data Digest**
  
o  As promised in MSU’s site visit response, the Ohio Evaluation and Assessment Center will be producing a DATA DIGEST for each of the three ADAPP-ADVANCE colleges.
  
  ▪ Meetings are currently in process to make decisions about the categories and data to be included.

• **Chair Inventory (Round 2)**
  
o  Plans for deployment in early September.

• **Work Environment Survey (Round 2)**
  
o  Discussions under way to determine when second round will be deployed.
o  “Tweaks” to instrument will be considered over the next few months.

• **Visit from Sarah Woodruff**
  
o  Planned for 10/6-10/7.
o  Priority – interviews with dean/FEA pairs.

**RESEARCH**

On September 1, the grant team will be meeting to develop our plan to jump start our empirical and theoretical research related to the project.