



Faculty Diversity and Inclusion Fellowship Program

Introduction

The Faculty Diversity and Inclusion Fellowship Program within the Office of Institutional Diversity, Equity, and Inclusion (OIDEI) offers tenured faculty members with opportunities for professional development, in addition to making substantive contributions to diversity, equity, and inclusion efforts at the university. These efforts include improving leadership skills; increasing effectiveness in their current positions through enhancing diversity, equity, and inclusion; and, making a meaningful impact on diversity, equity, and inclusion policy. Each **Fellowship Recipient** will serve under the mentorship of the Vice President and Chief Diversity Officer (VP/CDO) to accomplish one or more mutually defined projects, take part in a formal diversity and inclusion professional development series, attend a DEI focused conference, and participate in the OIDEI Diversity Symposium. Additional tasks and initiatives will be assigned as needed. Time and resources will be provided to support **Fellowship Recipients** and ensure their completion of the program.

Purpose of the Program

- Increase faculty members' awareness of the complexity of the equity, access, and inclusion issues facing higher education.
- Increase faculty members' understanding of the nature of diversity and inclusion administrative operations at CMU.
- Develop faculty members who demonstrate the potential to become effective diversity and inclusion administrative leaders.
- Create a pathway for faculty members to provide "independent, professional, collegial support and assistance" and input to advance the best interests of CMU.
- Provide faculty members with opportunities to observe and participate in a variety of decision-making processes and learning opportunities.
- Directly support the mission and continued evolution of CMU as a high-quality university committed to inclusive excellence.
- Enhance research and collaboration, and leverage expertise in diversity, equity, and inclusion across pedagogy and praxis.
- Support recruitment and retention efforts and initiatives at CMU.

Description of the Diversity and Inclusion Fellowship Program

Qualifications of Applicants

Fellowship Recipients must hold a tenured position in an academic department, have sound interpersonal and communication skills, possess a reasonable working knowledge of CMU's history, organizational units and its governance framework, and have some record of effectiveness in leading one or more diverse groups to accomplish goals. Department chairs

may apply to the program.

Duration of Fellowship Appointment

The Faculty Diversity and Inclusion Fellowship may be awarded each academic year. Each **Fellowship Recipient** will complete a formal diversity and inclusion professional development series, attend a DEI focused conference, participate in the OIDEI Diversity Symposium, and complete one or more projects assigned by the VP/CDO. The project expectations will differ for each Fellowship Recipient based upon the needs of OIDEI.

Reassigned Time for Fellows

The **Fellowship Recipient** will receive three (3) course releases each semester during the academic year (for a total of six) and a contribution of \$2,000 to their professional development funds. These funds must be used within one year of their receipt and in accordance with policies defined by their respective departments. The **Fellowship Recipient** is expected to complete tasks, initiatives, and/or projects as assigned by the VP/CDO.

Activities and Expectations for the Fellowship Recipients

Based upon the interests expressed in their application and in consultation with the VP/CDO, the **Fellowship Recipient** may be assigned an additional consulting partner from among the University's Leadership Team or diversity and inclusion professionals. The consulting partner will work together with the **Fellowship Recipient** and the VP/CDO to design a fellowship experience that will promote an effective, productive, and collaborative program.

The **Fellowship Recipient** will participate in a formal professional development series on diversity, equity, and inclusion issues of direct relevance to higher education. The self-guided curriculum is structured as a series of modules that provide **Fellowship Recipients** with foundational knowledge and opportunities to apply what they have learned to their practice. **Fellowship Recipients** are expected to complete one to two modules per month. A schedule will be provided.

The **Fellowship Recipient** will attend a national conference focused on issues related to diversity, equity, inclusion, and social justice. Potential conferences will be identified based upon the **Fellowship Recipient's** areas of greatest interest and discipline, and the needs of the OIDEI. Final selection of a conference will be mutually agreed upon by the Fellowship Recipient and the VP/CDO. **Fellowship Recipients** are expected to attend the conference in its entirety. Further, they are expected to provide a write-up describing their conference experience and a reflection on how the information learned will be utilized during their fellowship experience.

The **Fellowship Recipient** is expected to participate and assist with the OIDEI Diversity Symposium. The **Fellowship Recipient's** participation may vary depending upon the symposium topic and needs, as well as the skills and abilities of the **Fellowship Recipient**. As such, the **Fellowship Recipient** may be required to assist with planning aspects of the symposium, present at the symposium, assist with the OIDEI Gala, oversee the awards process, facilitate a workshop, or other tasks as assigned. Participation in the OIDEI symposium may require additional reading and preparation. Further, aspects of the symposium may occur outside of normal business hours (e.g., after 5:00 p.m. or on weekends).

The **Fellowship Recipient**, VP/CDO, and consulting partner will agree on appropriate independent project(s) to be accomplished each semester or in the course of the academic year; such projects may be chosen from a menu of needs emergent within OIDEI. Projects should be consistent with the nature of the appointment to the Fellowship. After meeting to define appropriate independent projects, the **Fellowship Recipient** will submit a **written outline of the planned projects (including goals and a timeline) to the VP/CDO during the first**

month of the fellowship appointment. The outcomes of the project and the format of the final report will be mutually agreed upon by the **Fellowship Recipient** and the VP/CDO. Because of the sensitivity of some matters, the **Fellowship Recipient** will be expected to sign bilateral confidentiality agreements with the administration as a part of the fellowship appointment.

Fellowship Recipients may be invited to attend meetings and work sessions related most closely to the normal duties and responsibilities of their collaborators or mentors (on- and off-campus), or consulting partner. In addition, the **Fellowship Recipient** may be invited and encouraged to attend other university-wide administrative meetings which demonstrate potential value to enhancing their research, practice, expertise, and understanding (e.g., Board of Trustees, the Academic Senate and some of its key subcommittees, the Graduate Council, the university Budget Priorities Committee).

Finally, the **Fellowship Recipient** will participate in progress meetings. Progress meetings are an opportunity for the **Fellowship Recipient** to meet regularly with their collaborators or mentors, consulting partner, and the VP/CDO to share observations and informally discuss progress on their various projects.

Fellowship Recipients should maintain notes with their reflections and experiences to share with the VP/CDO during progress meetings and as a point of reference for the OIDEI end of the year report. **Fellowship Recipients** will be expected to provide a final report which will include a description of the completed project(s), a reflection, and an evaluation of the experience of the year. In addition to working throughout the academic year to complete projected initiatives, **Fellowship Recipients** will, in regular consultation with both their mentors and the VP/CDO, develop comprehensive plans for meetings in which to participate during the year. The **Fellowship Recipients** will be expected to attend and take part in meetings chaired by the VP/CDO, such as the University Diversity, Equity, and Inclusion Council, the VP/CDO's advisory council, as well as other units and projects reporting to them.

Application and Selection Process

Interested faculty members must complete the **2023-2024 Faculty Diversity and Inclusion Fellowship Application Form** and provide additional documents, as requested. All applicants will be expected to describe their interests and commitment to diversity, equity, and inclusion. Additionally, applicants are required to describe their leadership skills, how this fellowship appointment will support their long-term career goals and identify a potential project that will meet a particular area of need in diversity, equity, and inclusion specific to CMU's campus. Completed applications, with the required signatures and documents, must be submitted to Dr. Shawna Patterson-Stephens via email at patte2sm@cmich.edu. Please include the following in your email subject line: 2023-2024 Faculty Diversity and Inclusion Fellow Application. Applications are due by February 1, 2023 before 5:00PM EST. Late applications will not be accepted.

Completed applications will be reviewed by the Selection Committee charged with making candidate recommendations for the fellowship to the VP/CDO. Recommended candidates will then be interviewed by the VP/CDO to assess their further interests. Final candidate selection will be made by the VP/CDO.

Questions regarding the Faculty Diversity and Inclusion Fellowship may be addressed to:

Dr. Shawna Patterson-Stephens,
Office for Institutional Diversity, Equity, and Inclusion
patte2sm@cmich.edu
