Name of Committee:
Ad Hoc Committee on Equity & Access

Liaison:
Paul Welsh, Fenton High School

Committee Chairs:
Amy Thompson, York Community HS
Sharon Williams, University of Chicago Laboratory HS

Committee Members:
Abel Montoya, ISAC
Allegra Giulietti, Niles Township HS
Bettie Mattison-Farris, Marquette University
Emma Adebayo, University of Wisconsin
Safiya Johnson, Northwestern University
Shawn Wochner, Marian Central Catholic HS

FINAL REPORT

1. **Why this Ad Hoc?** Developed from LEAD and Member Request.
2. **The Goals of the Ad Hoc:**
    i. Solicit involvement of up to three admission offices to participate in this as a pilot program.
    ii. Provide an internal assessment tool to the Upper Management of participating admission offices to audit the current status and needs of their office as it pertains to DEIB. This tool would be used for both pre- and post-assessment.
    iii. Based on the self-assessment tool, provide training and resources to Upper Management in order to improve hiring, training, retention, and advancement practices of their respective offices.
    iv. Assess the needs and aspirations of staff to achieve upward mobility in higher education and/or admission (is this something that should be part of an institution's staff evaluation?)
3. **What we've developed.**
    a. Creating a structure that can work for everyone: Trying to develop a program from the ground up is a daunting task. The committee started by reviewing a number of assessment tools. To evaluate these assessment tools, we asked the following guiding questions:
        i. **How much does this assessment cost?**
        ii. **Should IACAC cover all or is there cost-sharing with participants?**
        iii. **Does this provide pre-and post-assessment?**.
        iv. **Are there training resources to help institutions after the self-assessment? What is the cost?**
        v. **Are the resources "curriculum only" or do they provide leaders to run the training? What is that cost?**

      vi.   **Will the curriculum/training help offices improve their HR practices as it pertains to posting, interviewing, hiring, and retaining BIPOC staff?**

     vii.   **Are there any key elements missing from the assessment and training tools to assist in the purpose of this process?**

   viii.   **What is the method of delivery of assessment AND training?**

     ix.   **Can they provide references we can contact to ask about their experiences with the training/educational services?**

      x.   **What is the timeframe suggested for pre-assessment,shared readings & reflections, re-assessment, training/PD, and post-assessment?**

     xi.   **Does this organization have an assessment tool for individuals to determine personal aspirations?**

4. **What are the steps for an institution?**
   a. Use [document](#) to talk through steps.

5. **Overview of resource documents.**
   a. [DEI Resources](#)
   b. [Recruiting, Hiring, and Onboarding New Employees](#)
   c. [Engaging and Retaining Employees](#)
   d. [Facilitating Performance, Coaching, and Advancement.](#)

6. **Recommendations/Pending Questions for Board Consideration:**
   a. Who to contact for questions and clarifications, if needed.
   b. Sharing with member Institutions. How?
   c. With which committee does this live?
   d. Posting for [Evaluator](#) role.Volunteer or compensation? If compensated-amend bylaws?contract?
   e. IACAC expenses / costs in supporting this process (licensing fee for tool, compensation)