



**MINNESOTA STATE**

**Extraordinary Education.  
Exceptional Value.**

**Chief Diversity Officer**

System and Position Profile



# Minnesota State invites applications and nominations for the position of Chief Diversity Officer

## Position Purpose

Minnesota State has an enduring commitment to enhancing Minnesota's quality of life by developing and fostering understanding and appreciation of a free and diverse society and providing equal opportunity for all its students and employees. (Board Policy 1B.1). Minnesota State's diversity, equity, and inclusions goals include:

- Recruit and retain diverse students, faculty, and staff
- Ensure a welcoming and supportive campus environment for students, faculty, and staff
- Reduce and eliminate the student success gap
- Build partnerships with diverse communities
- Increase the diversity of our vendors and suppliers

The Chief Diversity Officer cultivates diversity as a core institutional and education value, serving as a large-scale change agent to advance Minnesota State's diversity, equity, and inclusions goals.

The Chief Diversity Officer provides strategic leadership working in collaboration with campus and system office leaders to advance these goals in workforces, learning environments, programs, services, and partnerships throughout the system.

The Chief Diversity Officer provides system-level leadership in the development, interpretation, and implementation of systemwide strategies and policy.

This is a cabinet-level position reporting directly to the chancellor with significant interaction with the Board of Trustees.



## EXTRAORDINARY FACT

Minnesota State has made tremendous progress in the diversification of its workforce and student body.

- Women comprise fully one-half of those in senior leadership positions.
- One-third of the system's 30 presidents are people of color or American Indian, as are one-quarter of recently hired professional, managers, and administrators.
- One quarter of the students served across the state are students of color or American Indian students - a 61% increase over the past decade.

## About Minnesota State

Minnesota State is the largest single provider of higher education in the state of Minnesota, and the fourth largest system of higher education in the country.

With 30 community and technical colleges and seven state universities, Minnesota State serves 58% of the state's undergraduate students.

The system was founded in 1995 through the merger of three public higher education systems (community colleges, technical colleges and state universities). It includes 54 campuses in 47 Minnesota communities, serving about 396,000 students, with 120,000 students taking non-credit courses, and customized training programs designed for businesses.

Overall, the system produces 41,700 graduates each year, of whom 81% get jobs in related fields and 80% stay in Minnesota. Students served include:

- **62,000** Minnesota students of color and American Indian students;
- **48,500** first-generation college students;
- **84,000** low-income students;
- **95,000** students 25 and older;
- **32,000** high school students; and
- **10,000** veterans.

Minnesota State serves more Minnesota students in every one of these categories ***than all of the other higher education providers in the state combined.***



# STRATEGIC FRAMEWORK

Minnesota State colleges and universities play an essential role in growing Minnesota's economy and opening the doors of educational opportunity to all Minnesotans. To that end, we will:

## **Ensure access to an extraordinary education for all Minnesotans**

Our faculty and staff will provide the best education available in Minnesota, preparing graduates to lead in every sector of Minnesota's economy.

We will continue to be the place of opportunity, making education accessible to all Minnesotans who seek a college, technical or university education; those who want to update their skills; and those who need to prepare for new careers.

## **Be the partner of choice to meet Minnesota's workforce and community needs**

Our colleges and universities will be the partner of choice for businesses and communities across Minnesota to help them solve real-world problems and keep Minnesotans at the leading edge of their professions.

Our faculty and staff will enable Minnesota to meet its need for a substantially better educated workforce by increasing the number of Minnesotans who complete certificates, diplomas, and degrees.

## **Deliver to students, employers, communities and taxpayers the highest value / most affordable option**

Our colleges and universities will deliver the highest value to students, employers, communities, and taxpayers.

We will be the highest value, most affordable higher education option.

## Governance

The Minnesota State system is governed by a 15-member Board of Trustees, who are appointed by the governor and confirmed by the senate.

The board is the governing body responsible for: setting the long-term strategic direction and policy (in consultation with the chancellor and presidents); overseeing adherence to policy; monitoring progress in meeting strategic goals; appointing the chancellor and assessing the chancellor's performance; appointing the presidents, vice chancellors, and director of Internal Audit; setting the operating budget and making legislative requests (in consultation with the chancellor and presidents); and approving labor contracts and other contracts in excess of \$1 million.

## Strategic Direction

In January 2012, the Board of Trustees adopted a strategic framework. The framework is a statement of our core commitments. It emphasizes the essential role Minnesota State plays in growing Minnesota's economy and opening doors of educational opportunity to all Minnesotans.

Minnesota State has embarked on a systemwide initiative to deliver on the commitments set forth in the strategic framework. The plan lays out the path to increase access, affordability, excellence, and service by forging deeper collaborations among our colleges and universities to maximize our collective strengths, resources, and the talents of our faculty and staff. Implementation is underway.

<http://www.minnstate.edu/system/chartingthefuture/index.html>

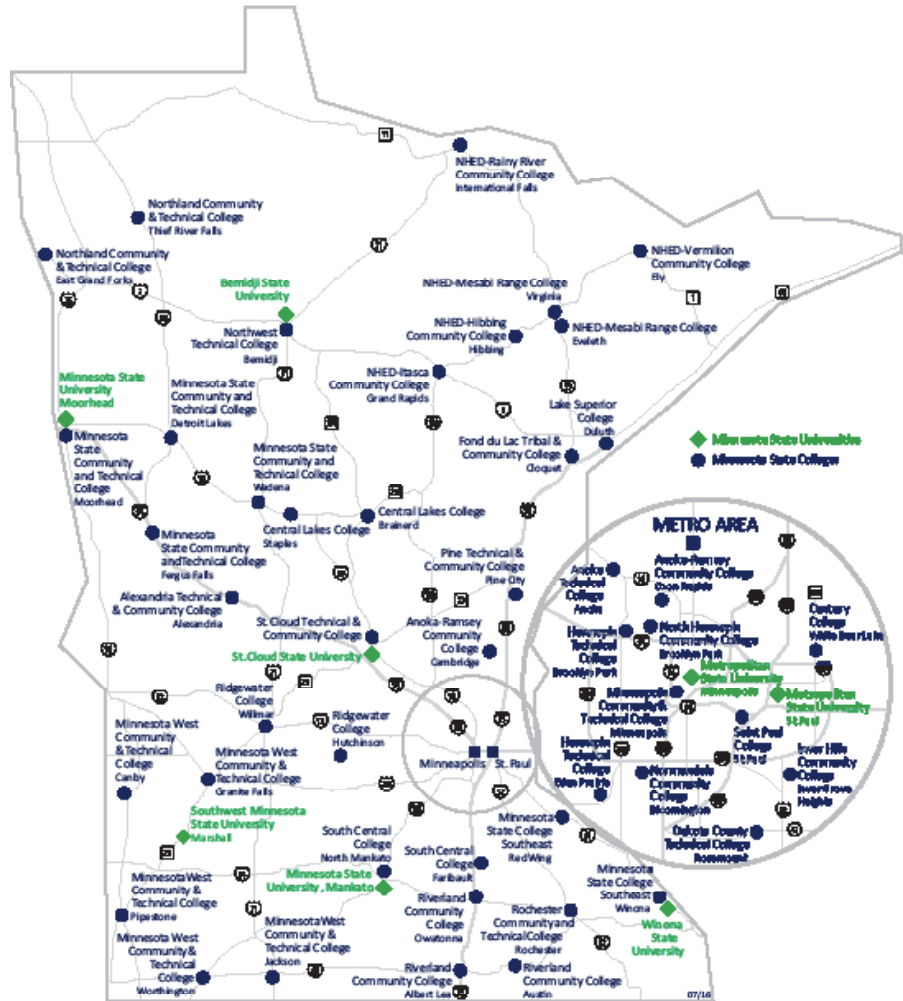




# COLLEGES AND UNIVERSITIES

Alexandria Technical & Community College  
 Anoka Technical College  
 Anoka-Ramsey Community College  
 Bemidji State University  
 Central Lakes College  
 Century College  
 Dakota County Technical College  
 Fond du Lac Tribal & Community College  
 Hennepin Technical College  
 Inver Hills Community College  
 Lake Superior College  
 Metropolitan State University  
 Minneapolis Community and Technical College  
 Minnesota State College Southeast  
 Minnesota State Community and Technical College  
 Minnesota State University, Mankato  
 Minnesota State University Moorhead  
 Minnesota West Community & Technical College  
 Normandale Community College  
 North Hennepin Community College  
 Northeast Higher Education District  
 Hibbing Community College  
 Itasca Community College  
 Mesabi Range College  
 Rainy River Community College  
 Vermilion Community College  
 Northland Community & Technical College  
 Northwest Technical College–Bemidji  
 Pine Technical & Community College  
 Ridgewater College  
 Riverland Community College  
 Rochester Community and Technical College  
 Saint Paul College  
 St. Cloud State University  
 St. Cloud Technical & Community College  
 South Central College  
 Southwest Minnesota State University  
 Winona State University

# Our Colleges and Universities Servina Minnesota



# Our Faculty and Staff Servina Minnesota

The system employs more than 14,000 people, many of whom are represented by one of several bargaining units and personnel plans. The bargaining units include:

- Inter Faculty Organization
- Minnesota State College Faculty
- Minnesota State University Association of Administrative and Service Faculty
- American Federation of State, County and Municipal Employees
- Minnesota Association of Professional Employees
- Minnesota Government Engineers Council
- Middle Management Association
- Minnesota Nurses Association



## EXTRAORDINARY FACT

The colleges and universities that are part of Minnesota State offer more than 3700 academic programs, including nearly 600 offered entirely online.



## EXTRAORDINARY FACT

We offer the lowest tuition in Minnesota, with Minnesota State colleges one-third the cost of private trade schools and Minnesota State universities one-half the cost of the University of Minnesota and one-fifth the cost of private colleges and universities.

## About the Position

### Generally

1. Provide leadership and support the chancellor's cabinet in the integration of diversity and equity work within all functional areas; serve as a strategic resource to the chancellor and the chancellor's leadership team for diversity-, equity-, and inclusion-related initiatives and challenges
2. Collaborate with Human Resources, Academic and Student Affairs, and campus leaders to ensure campuses are welcoming, inclusive and success-oriented environments for students
3. Provide leadership and proactive implementation of cultural diversity, equal opportunity, and affirmative action policies and programs in partnership with Human Resources, Academic and Student Affairs and college and university leaders
4. Collaborate and serve as a strategic leader and partner throughout the system for diversity-, equity-, and inclusion-related programs, initiatives, activities, materials, advice, and counsel
5. Serve on the chancellor's cabinet and represent Minnesota State positions to the Board of Trustees, presidents, and other bodies as requested by the chancellor
6. Provide support/technical assistance, accountability, and best practice modeling
7. Ensure colleges, universities, and the system regularly assess progress toward diversity, equity, and inclusion goals
8. Prepare and present system diversity progress reports to Leadership Council and Board of Trustees

### Partner with Human Resources

1. Provide leadership, collaboration, and technical assistance to implement innovative and proven strategies to successfully recruit, employ, and retain a workforce reflective of our changing state and national demographics
2. Collaborate with the Vice Chancellor for Human Resources in the development and deployment of recruitment, selection, and retention practices designed to achieve diversity-related goals
3. Ensure the development and delivery of training programs and opportunities to increase cultural competency, inclusion, equal employment opportunity, affirmative action and compliance
4. Develop and maintain strong relationships with institutions, organizations, and community partners (i.e. The Registry, local workforce centers, etc.) to ensure diverse candidate pools



## EXTRAORDINARY FACT

The colleges and universities that are part of Minnesota State award more than 40,000 degrees, certificates, and diplomas annually.



## EXTRAORDINARY FACT

The colleges and universities that are part of Minnesota State are home to 16,000+ dedicated faculty and staff focused on student success.

### Partner with Academic and Student Affairs

1. Develop strategies to advance student-related access, success, and diversity goals; provide leadership to colleges and universities in implementing the strategies
2. Support the development, identification, and sharing of best practices related to improving retention, persistence, and completion for at-risk and under-represented students
3. Collaborate to ensure campuses are welcoming, inclusive, and have success-oriented environments for students

### Other Collaborations

1. Outside organizations. Develop working and maintain strong relationships with organizations that represent or support diverse and underrepresented groups in the state to achieve objectives of mutual interest. Work with communities of color and the American Indian community to support educational and cultural needs of diverse student populations
2. Students. Participate in student-driven events, activities, and leadership committees
3. Committees. Lead and support equity, diversity and inclusion-related advisory and action committees on strategies that promote the system as a place of inclusion and equity
4. General Counsel and others. Collaborate with system administrators, human resources professionals, General Counsel, and others to develop processes to address issues as needed
5. Research staff. Collaborate with appropriate system personnel to collect and analyze data that provide information useful to support and enhance equity, diversity and inclusion initiatives

<b>Budget Authority:</b>	Approximately \$750,000
<b>Reports to:</b>	Chancellor
<b>Supervision:</b>	3 FTE staff in the Office of Equity and Inclusion

## SEARCH TIMELINE

The target start date for the new chief diversity officer is August 1, 2017.

## BENEFITS AND COMPENSATION

The position is covered by the Minnesota State Administrators plan. See: [http://www.hr.mnscu.edu/contract\\_plans](http://www.hr.mnscu.edu/contract_plans)

The chief diversity officer's office is located in the system office in downtown St. Paul. Some statewide travel is required.

## INQUIRIES, NOMINATIONS, AND APPLICATIONS

Isaacson, Miller, an executive search firm, is assisting Minnesota State in the search. Screening of applications begins immediately and will continue until an appointment is made. Nominations should include the name, position, address, and telephone number of the nominee. Applicants should submit a cover letter and resume via the following website:

[www.imsearch.com/6220](http://www.imsearch.com/6220)

Confidential inquiries and nominations should be directed to:

Donna Cramer, Senior Associate  
([dcramer@imsearch.com](mailto:dcramer@imsearch.com))  
Isaacson, Miller  
Phone: 617-262-6500

To learn more about Minnesota State, please visit [MinnState.edu](http://MinnState.edu)

## Minimum Qualifications

### Education

- Master's degree from an accredited institution, preferably in behavior sciences, communication, human relations, education or other relevant discipline

### Leader

- Seven years relevant, progressive leadership experience
- Innovative, nimble, creative thinker who is comfortable with ambiguity
- Evidence of excellent writing, speaking, and interpersonal and intercultural communication skills
- Evidence of strong emotional intelligence
- Ability to effectively manage conflict

### Change agent

- Demonstrated understanding of the elements and dynamics of organizational change
- Proven experience in strategic planning, change management, and project management
- Able to identify and articulate a need for change. Able to build a business case, develop buy-in with Leadership Council, Board of Trustees, and organization leaders, and design and execute initiatives to implement and measure change

### Collaborator

- Demonstrated ability to foster engagement of others and to work effectively and collaboratively with faculty, senior administrators, board, staff, and other stakeholders
- Proven track record of collaboration, innovation, and strategic problem solving
- Experience leading a team of professional staff and working collaboratively with a wide array of faculty, staff, administrators, students, and other key stakeholders

### Subject matter expert

- Demonstrated leadership and experience in advancing equity, diversity, inclusion, and multiculturalism within a complex organization
- Excellent command of contemporary diversity, equity, inclusion, and multiculturalism theories, issues, and research, especially as they apply to higher education

## Preferred Qualifications

- Terminal degree
- Professional work experience in higher education
- Experience working in an environment of shared governance and multiple bargaining units
- Experience interacting with boards and legislative bodies
- Associated with national diversity and equity organizations





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