DePaul University Academic Program Review
Cycle 4: Spring 2001--Spring 2002

MEMORANDUM OF AGREEMENT – MAY 2002

Center for the Culture and History of the Black Diaspora
(within the College of Liberal Arts & Sciences)

As a result of the fourth cycle of DePaul University's Academic Program Review Process (Cycle 4), the participants in the process enter into the following agreements. The participants understand that this document will be available to be made public once all the signatures are in place.

Note: The Center will undergo a transition in leadership in the coming year. The current director will share this memo of agreement with the new director as a set of recommended actions that came from the program review process.

Actions agreed upon for the coming academic year (2002-2003)

1. Define relationship to new undergraduate program in African and Black Diaspora Studies. In the coming year, the Center will determine how it will collaborate with the new B.A. program in African and Black Diaspora Studies. The Center will be linked closely to but will not be merged with the new program. The dean is willing to participate in discussions with the Center’s director and the Program’s director on the relationship between the Center and the Program.

   a) The Center will share a new administrative position (half-time assistant) with the program.
   b) In light of its mission, the center will consider how its research activities could be most appropriately and effectively aligned with the those of the academic program.

2. Develop a plan for programming and community involvement. The Center is committed to strengthening its relationship to the African-American community as well as members of the African Diaspora Community in Chicago and will develop a plan in the coming year to guide its community outreach activities in relation to this goal.

   a) The dean and AVP noted that the creation of the new undergraduate degree program may provide the Center with the opportunity to reassess the balance of its research and internally-focused activities in relation to potential community outreach efforts.
   b) The Center recognizes that there are opportunities for community partnerships particularly in relation to community-based service learning and the Steans Challenge and will consider this in developing its community outreach plan.
   c) The Center will consider re-directing some of its existing resources to support community outreach efforts.

3. Develop a funding plan. The Center recognizes that while it has secure base funding from the College, it will need to develop a plan to raise additional funding from external sources to support any expansion in activities.

   a) The Center will determine the extent to which it wishes to extend its activities related to community partnerships and will seek external grants to support those activities.
b) In light of the shared assistant position with the new degree program, the Center will consider re-deploying its current staff to assist in grant writing.

4. Develop an assessment plan. To assure quality of the Center’s programs, the Center will develop a plan to measure the success of ongoing activities. The dean notes that the Center has been highly successful already, especially in bringing in high-profile speakers.

   a) The Center will continue to produce its comprehensive annual report and share it with the dean.

   b) The Center will develop assessment measures appropriate to the nature of its activities, such as tracking the number of participants in its programs and collecting feedback from them. The Center will share its analysis of this information with the dean and will use it to inform the Centers planning.

University-level Issues and Commitments

During Cycle 4, the Centers & Institutes’ individual self-studies raised several issues that have important implications for all Centers & Institutes, and which require action at the university level. These issues will be discussed in further detail at a meeting with the Centers & Institutes Advisory Board, the APRC Chair, the Associate Vice President and the Executive Vice President for Academic Affairs. Commitments and actions arising from that meeting’s discussion will be documented in a General Memorandum of Agreement for all Centers & Institutes.

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A hard copy of this document was signed by:

Center Director

Chair of APRC Subcommittee

Chair of APRC

Dean of the College

Associate V.P. for Academic Affairs

*The hard copy with signatures is on file in the Office of the Associate V.P. for Academic Affairs and is available upon request.*