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.

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

1. *Enhance research agenda.* The Center will work to enhance its existing research projects and resources in the following ways.

   a) Create incentives for faculty research. The Center will develop a proposal to the Dean for a Faculty Fellows Program in which faculty would receive course release time to pursue their own scholarly agenda as it is connected to Latino/Latin-American issues and to contribute to the research and outreach mission of the Center. The Dean would be interested in supporting this type of Fellows Program but cautioned that he could only give release time to faculty within LA&S. He also encouraged the Center to start with just one faculty in the program then expand in subsequent years.

   b) Further develop the Latino Chicago Oral History Project. The Center will continue its work on this long-term project funded by the Illinois Humanities Council with matching University funding. It will seek additional funding to complete a video documentary in relation to the project and will discuss the possibility of publishing transcribed oral history interviews. The Center’s director will seek additional faculty to work with him on the project and will involve more students as research assistants on the project.

   c) Continue to strengthen Richardson Library archives. The Center will continue its work with the Library staff to build collections of papers, books, and other materials to support Latino/Latin-American research. The Center will also continue to discuss with library staff the best approach in requesting and receiving donations from individuals and organizations, as well as the consideration of writing a joint grant for funding resources to support this work.

   d) Develop Center’s library. The Center will purchase additional materials for its own library and will consider creative ways to increase materials such as videotapes and literature that are rare or unique to Latino/Latin-American studies.

2. *Continue publications.* The Center will continue its publications through the following actions:

   a) Develop a secure funding base or reduce production costs for Diálogo. The Center’s director will meet with University Publications to discuss ways to make production of this publication more cost-effective. The Center recognizes that Diálogo enjoys wide circulation and is nationally recognized and therefore has a good chance of attracting funding/sponsorship within the community. The Dean will contact a community member who may assist the Center in making connections with possible donors to support Diálogo.
b) Continue the Occasional Paper Series. At the beginning of the next academic year, the Center’s faculty work group will send out a call for submissions for this paper series. The Center will continue to publish scholarly work on Latino/Latin-American studies as part of this series and will host lectures where authors present their published work.

3. **Continue and enhance programming.** The Center will continue its programming, maintaining the current level of activity for some projects, while increasing and enhancing other aspects of its programming.

   a) Collaborate with other university departments. The Center will continue to co-sponsor events (like *Celebración de Nuestra América*) and support research in partnership with the Latino/Latin-American Studies Program, with which it shares space and staff. It will also continue collaborating with other Centers in the University, such as the Center for the History and Culture of Black Diaspora, the Humanities Center, the Cultural Center, and the Steans Center.

   b) Continue to take programming to the community. As a way to build and strengthen relationships with the community, the Center will continue to sponsor events and lectures at community organizations in different locations around Chicago and also invite the community to host events at DePaul.

   c) Host conference. Next year, the Center will sponsor a half-day conference open to the public to highlight the work of faculty and associates involved with the Center for Latino Research. The conference will have sessions at DePaul and in the community.

   d) Develop community-based service learning courses. The Center will work with the Steans Center to create a community-based service-learning course at the University of Havana in Cuba through the Study Abroad Program. The Center will also explore the idea of developing a CBSL course related to the Latino Chicago Oral History Project.

4. **Increase opportunities for external funding.** The Center will seek external funding and will seek assistance from the university in doing so.

   a) The Center will apply for a major research grant to support the Oral History Project.

   b) The Center will develop a proposal to the Steans Challenge for a service-learning research project for students as part of the Oral History Project.

   c) The Center will seek assistance from the University’s Development Office in applying for the major grant and from the AVP for Academic Affairs also in developing the proposal for the Steans Challenge.

**Issues on which there is joint commitment to continue working, with specific action to be determined**
5. **Increase visibility.** The Center will work to increase its visibility both within the University and within the Community. In addition to sponsoring a half-day conference (see #3c above) at DePaul for faculty, students, and community, it will explore joint endeavors with local community organizations, such as joint programming, shared research materials, and shared research assistance. The APRC subcommittee also suggested that the Center consider publishing its history to share with the community and possible funders.

6. **Improve assessment and evaluation.** The Center provides program evaluation forms for participants at its events, and collects letters from Diálogo readers to assess satisfaction with its programs and publications. It reports to the Dean, who is content with the level of information shared about the Center’s activities. The Center will consider a more systematic data collection and evaluation method, including a possible survey mailed to all in the database to assess the effectiveness and importance of the work of the Center.

**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.*