



June 14, 2011

## **Educational Support and Administrative Review**

**Office of Diversity and Institutional Equity**

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Director

## **1. Overview of Department**

### **1.1 Brief overview of department/area**

The purpose of the Office of Diversity and Institutional Equity (ODIE) is to foster a climate that promotes and nurtures diversity and equity for all stakeholders at the University of North Alabama. The University, through its mission and vision statement, is committed to fostering a diverse and inclusive academic community. The Office of Diversity and Institutional Equity leads the university in fulfilling its commitment to be a diverse campus that is enriched and informed by the personal, cultural, and intellectual differences of its students, faculty, staff, and visitors.

### **1.2 Mission statement for the department/area**

The Office of Diversity and Institutional Equity's mission is as follows:

1. Strengthen UNA's continuing pursuit of inclusion and to support one of the University of North Alabama's core values-Celebrating Diversity.
2. Provide oversight, leadership, consultation, coordination, and assistance to UNA's various constituencies in the recruitment, retention, and advancement of its faculty, staff, and students.
3. Pursue the maintenance and expansion of cultural competence to increase equity among faculty, staff and students.

### **1.3 Goals and objectives of the department/area**

1. Promote, Integrate, and take action to create a diverse university community
2. Increase the recruitment and retention of minority faculty, staff and students
3. Develop initiatives that enhance the diverse representation of faculty, staff and students

### **1.4 Governance structure of the department/area**

The Office of Diversity and Institutional Equity reports directly to the President and is a part of the Executive Council. The Office of Diversity and Institutional Equity is also advised by the President's Diversity Advisory Board.

### **1.5 Brief description of the national status of the department/area (including emerging issues and trends.)**

ODIE is a member of the National Association of Diversity Officers in Higher Education, Alabama Association of Higher Education Diversity Officers and the Southern Region Educational Board Mentoring Program. The ODIE staff attends the following conferences to assist in

increasing awareness of emerging issues, trends and best practices involving diversity in higher education: National Conference on Race & Ethnicity in American Higher Education, National Association of Diversity Officers in Higher Education, National Academic Advising Association and the National Joint Mathematics Association Conference. The Office of Diversity and Institutional Equity initiatives and activities are consistent with national trends in higher education. The national focus continues to include efforts to increase recruitment and retention of underrepresented populations and to increase knowledge and acceptance of various cultures and perspectives. It is projected that African American, Latino, Asian and Native American (ALANA) students will represent the largest pool of new college student applicants in the near future. From 1976 to 2004, ALANA student enrollment nearly doubled across the United States, and ALNA student participation is expected to increase to nearly 40 percent of total student enrollment within the next six years. Some factors related to the shift in demographics include immigration and low growth rates among the majority population (KewalRamani, Gilbertson, Fox & Provasnik, 2007; Turner, 2002).

## **2. Department/Area Evaluation**

### **2.1 Description of the means of assessment of department/area goals. [Means of assessing outcomes should be based on typical and/or accepted assessment measures within the department/area]**

The Office of Diversity and Institutional Equity assessment includes the following:

- Conducted a Faculty/Staff online survey Fall 2010
- Evaluated the results of the Campus Climate Survey in conjunction with the Multicultural Advisory Committee Fall 2010
- Reviewed the number of minority faculty/staff hired and retained with Human Resources
- Reviewed the retention rates of minority students with assistance from the Office of Institutional Research, Planning and Assessment (OIRPA).

## **2.2 Summary of the results of the assessment/s**

**The following are some of the results from the various assessments that were conducted:**

- Some campus administrators were not comfortable interacting with individuals from other cultures (2008 Campus Climate Survey-Diversity Area)
- Non-white employees and women were the least satisfied with faculty, staff and administrator diversity (2008 Campus Climate Survey-Diversity Area)
- Disability support for employees should be improved and the campus needs to increase campus accessibility for the disabled(2008 Campus Climate Survey-Diversity Area)
- Need for diversity training (2008 Campus Climate Survey-Diversity Area)
- Hiring numbers for historically underrepresented populations are static (Human Resources)
- Retention for historically underrepresented populations is low (OIRPA)

## **2.3 Recent improvements based on the results of the assessments**

- Revised the campus search protocol
- Conducted an online diversity training program, which included the UNA definition for diversity (Spring 2011)
- Established a Diversity Award to recognize significant achievements by members of the campus community in developing a more inclusive campus community. Spring 2011 awarded to Student and Faculty at University Annual Awards Gala.
- Developed website to include: diversity definition, UNA Strategic Diversity Plan, diversity resources for faculty, staff and students (Spring 2010)
- Hosted a minority student reception during Welcome Week for incoming minority students and campus faculty, staff and administrators. There are consistently 100+ attendees every year. This event allows administrators, faculty and staff the opportunity to interact with minority students. (Fall 2004-present)
- Established a Black Faculty and Staff Association (BFSA) during Fall 2009 and collaborated with BFSA to host a minority student achievement reception to recognize students with a 3.5 gpa or higher during Spring 2011.
- Collaborated with University Communication to publish a diversity recruitment brochure during Fall 2010
- Collaborated with many campus and community entities to meet established goals, i.e. Human Resources to review new hire applications; Counselor Education, Honors Program and Nursing to provide faculty and/or student assistantships; Department of Music and Theatre to present Dr. Herbert Martin, Paul Laurence Dunbar

Scholar to campus, Kilby and community; Ombudsman Office to resolve employee complaints; Student Affairs to host Minority Student Reception; Office of Advancement to establish minority student scholarships; supported administrators attending the MLK Breakfast; supported administrators attending the annual state diversity conference; collaborated with the Provost Office to host the 2010 Alabama Advisors Conference, with over 100 participants.

**2.4 Appropriate documentation to support the assessment of departmental/area goals**

- Fall 2010 Faculty Survey
- 2008 Campus Climate Survey

**2.5 Brief analysis of those areas in need of improvement and an action plan for improvement in these areas**

ODIE would like to increase actions in all areas of recruitment and retention of underrepresented populations to assist the campus community in becoming more diverse and inclusive. There are many departments with little or no employee diversity. The office would also like to offer more training and professional development opportunities to address campus diversity and equity.

Action Plan:

- To attend more recruitment conferences for faculty
- Establish Community Student Outreach Efforts
- To conduct, in collaboration with Human Resources, Search Committee Training to increase awareness of recruitment resources and policy
- Fall 2011 will implement a student Peer Mentoring Program to address underrepresented student retention

**3. Facilities and Resources that address the adequacy of resources and support services to support the goals and objectives of the department/area**

**3.1 Equipment**

The Office of Diversity and Institutional Equity was established Fall 2008 and does not have any equipment. There is a need for office equipment and full staffing and space to fully implement the Strategic Diversity Plan.

**3.2 Space**

The Office of Diversity and Institutional Equity was given space in the current Financial Aid Office area, but chose not to occupy the area due to the inadequacies of the location and size of the space. ODIE has requested space and a proposal for space has been submitted and is being considered. Space is needed for at least two offices, a conference area for small group meetings and reception area for an Administrative Assistant. Space is needed for the implementation of

the Student Peer Mentoring Program, Multicultural Center and as well as the full implementation of the Strategic Diversity Plan.

### 3.3 Staff

ODIE has no full-time staff. Dr. Lelon Davidson is part-time and Ms. Williams spends 25 percent of her time working for ODIE. ODIE would like to employ Ms. Williams as the full-time Assistant Director and employ a full-time Administrative Assistant. The staffing request is needed to fully implement the Strategic Diversity Plan.

### 3.4 Other

## **4. Achievements**

- Alabama Higher Education Diversity Officers (ALAHEDO) Charter Member; Dr. Lelon Davidson chairs the ALAHEDO Faculty Welfare Committee; Ms. Williams is member of the ALAHEDO Board of Directors. Southern Regional Education Board Certificate of Recognition. ODIE has made significant achievements, as stated in the aforementioned actions in this report, in the implementation of the Strategic Diversity Plan, with the consideration that there are no full-time employees.

## **5. Responses to Previous Review Recommendations**

Office was established in Fall 2008 and this is the first review.

## **6. Vision and Plans for the Future of the area**

The Office of Diversity and Institutional Equity's vision and plans encompasses being committed to leading the University in the continued establishment and maintenance of a campus culture that embraces the diversity of cultural backgrounds, personal characteristics, and life situations represented at UNA. Furthermore, ODIE is committed to promoting an atmosphere free of discrimination based on but not limited to the following: age, culture, ethnicity, gender, nationality, national origin, political affiliation, physical ability, physical attributes, race, religion, sexual orientation, and/or socio-economic status.

## **7. Unit Recommendations**

- 7.1 Recommendations for changes, which are within the control of the department/area, if appropriate
  - Hire a student employee
- 7.2 Recommendations for changes that require action at the Vice President, Provost, or higher levels.
  - Budget increase to transfer Ms. Williams to 100 percent ODIE employee and allow for additional staff and programs to fully implement the Strategic Diversity Plan
  - Designation of adequate office space and equipment