

Operational Definitions for Diversity, Equity and Inclusion and Cultural Competence

Diversity: Individual differences (e.g. personality, language, learning styles and life experiences) and group-social differences (e.g. race, ethnicity, class, gender, gender identity, sexual orientation, sexual identity, country of origin and ability status, as well as cultural, political, religious or other affiliations) that can be engaged in the service of learning.

Inclusion: The active, intentional and ongoing engagement with diversity—in people, in the curriculum, in the co-curriculum, and in communities (intellectual, social, cultural, geographical) with which individuals might connect—in ways that increase one’s awareness, content knowledge, cognitive sophistication and empathic understanding of the complex ways individuals interact within (and change) systems and institutions.

Equity (student focus): The creation of opportunities for historically underrepresented populations to have equal access to and participation in educational programs that are capable of closing the achievement gaps in student success and completion.

Equity (employee focus): The creation of opportunities for historically underrepresented populations of employees (faculty and staff) to have equal access to professional growth opportunities and resource networks that are capable of closing the demographic disparities in leadership roles in all spheres of institutional functioning.

Cultural Competence: The state of having and applying knowledge and skill in four areas: awareness of one’s own cultural worldview; recognition of one’s attitudes toward cultural differences; realization of different cultural practices and worldviews; and thoughtfulness in cross-cultural interaction. Over an extended period of time, individuals and organizations develop the wisdom and capability to:

1. Examine critically how cultural worldviews influence perceptions of power, dominance and inequality; and
2. Behave honorably within the complex dynamics of differences and commonalities among humans, groups and systems.

Role of the University Diversity Officer

The role of the University Diversity Officer is to foster and support the President's diversity and inclusion statement and to ensure that this commitment is understood across the University as it relates to:

- Promoting Academic Excellence
- Supporting Student Access and Educational Success
- Recruiting, Developing and Supporting Employees
- Affirming a University Climate of Inclusion, Respect and Equity

Position Title

University Diversity Officer

The University Diversity Officer (UDO) is responsible for coordinating efforts to foster and support diversity, equity and inclusion as core values throughout all aspects of the University community. The UDO reports directly to the President and is a member of the President's Cabinet. Serves as a member of the University Planning, Assessment and Budget Committee, and is the Presidential appointee to the Academic Senate's Faculty Diversity and Equity Committee.

The UDO coordinates diversity-oriented programs and initiatives including the coordination of the implementation of the University Diversity Plan and its alignment with the University's Strategic Plan. As a University leader, the University Diversity Officer maintains strong collaborative working relationships with senior executives, faculty, students, staff and external constituents and serves as a team builder.

Duties and Responsibilities

The University Diversity Officer serves as the President's liaison to University constituents and structures as it relates to affirming, fostering and supporting the President's statement on diversity and inclusion and the University Diversity Plan across the University.

Provides vision, leadership, and coordination for strategic planning for institutional platform to ensure diversity, equity and inclusion for all faculty, staff and students throughout the University.

Advises the President and senior University Administrative Officers on issues relating to University diversity, equity and inclusion. Develops and presents an array of innovative ideas and program concepts for consideration.

Primarily responsible for coordinating the implementation of the University Diversity Plan in partnership with the Academic Senate, Faculty Diversity and Equity Committee, and other

administrative and divisional units, and the University Planning, Assessment and Budget Committee, and President's Cabinet to ensure all diversity initiatives are aligned with the overall University's strategic plan. (Formulation and presentation for approval of an implementation plan that includes activities, education, communication, feedback and ongoing involvement. This plan shall include a timeline for milestone achievements).

Develops strategies to monitor and evaluate institutional-wide progress for creating a diverse, equitable and inclusive work and learning environment that includes continuous monitoring of the University environment, regular assessment and evaluation of the campus climate with appropriate University parties.

Formulates a culture of inclusive and engagement policies and procedures, programs and initiatives. Define and communicate internal quality standards for inclusive culture and engagement programs, and ensure that all aspects of the programs are executed against those standards. Works with appropriate parties to provide successful delivery of programs and services and monitors the effectiveness of inclusive culture, diversity and engagement programs.

Promotes an inclusive work environment by supporting student and employee-initiated initiatives, resource development, and provide advocacy for affinity groups which support initiatives promoting learning that is diverse and inclusive. Seeks outside funding to support excellence in the areas of diversity, equity and inclusion within the University.

Creates and implements communication strategies and content management for training, web resources (internal and external audiences), and print materials to support diversity, equity and inclusion at Cal State East Bay.

Collaborates with Vice Presidents, Associate Provost, Director of Human Resources, Title IX Officer, University Fairness Committee, and Diversity and Equity Liaison Officer (DELO) to integrate diversity and equity practices into institutional employment and workplace practices including business practices and programming and in support of the University's commitment to equal opportunity employment.

Continues to research, identify and recommend to the President and Cabinet for implementation best practices of diversity, equity and inclusion in higher education.

Works collaboratively with all stakeholders in an institutional culture of shared governance, including Vice Presidents, Associate Provost, Deans, Athletic Director, directors and AVP's of academic and administrative units.

Coordinates and implements a working group (University Diversity Council) to enhance the coordination and implementation of the University Diversity Plan and develop charge and responsibility for the committee. *

Advocates for infusion of diversity, equity and inclusion concepts in the curriculum including multiple perspectives and engaged teaching strategies that prepares students for success in a diverse and global workplace.

Submits an annual Diversity, Equity and Inclusion Report to the President (June 30) identifying the achievements and accomplishments of the current year and work plan for the next academic year.

Performs additional duties as assigned by the President.

***University Diversity Council**

The proposed University Diversity Council role will assist the University Diversity Officer in coordinating the implementation of the University Diversity Plan. More specifically the University Diversity Council will:

- Report on the metrics associated with diversity, equity and inclusion.
- Review and refine the strategic plan for diversity with annual goals to encourage increased recruitment and retention of diverse faculty, staff, and students.
- Disseminate information to members of the university community regarding “best practices” which encourage diversity, equity and inclusion.
- Provide communication on diversity, equity and inclusion issues between and among colleges and other institutional units.
- Consult on the creation of diversity, equity, and international studies webpage.
- Assess the University’s “cultural climate” and recommend changes based upon findings.
- Sponsor programs and activities which support diversity, such as a Week of Diversity, Multiculturalism and Social Justice
- Discuss and recommend the development of related initiatives and institute

The proposed University Diversity Council may consist of the following participants:

- University Diversity Officer, (Chair)
- EEO Compliance Officer
- Human Resources Affirmative Action Officer
- Associate Provost
- Faculty Development Director
- DELO
- LEEP Director
- Disability Services Director
- Student Judicial Affairs Officer
- ASI Designee