

**Division/Department**: DEI Committee **Director/Coordinator**: Oversight: Angela Holt; Amanda Stibick

***Institutional Goal Alignment****:* □ Access & Success ✓ Student Experience □ Infrastructure □ Visibility

**STEP 1: Write down your goal in as few words as possible.** *What do you want to accomplish?*

Our goal is to co-host a minimum of two (2) DEI-focused events, workshops, and/or discussions in conjunction with various student-led groups to raise awareness, promote dialogue, and encourage active participation in DEI initiatives.

**STEP 2: Make your goal detailed and SPECIFIC.** (Who? What? Where? How?)

*HOW will you reach this goal? List at least 3 action steps you’ll take or resources you’ll use:*

1. Identify student-led groups to offer support and determine interest in various types of events and DEI topics.
2. Define the types of events, workshops, or discussions we aim to co-host (e.g., panel discussions, workshops on cultural competency, film screenings followed by discussions).
3. Specify the topics or themes of each event (e.g., racial equity, gender diversity, neurodiversity, LGBTQ+ inclusion, etc.).
4. Schedule, market, and co-host determined events.
5. Conduct post-event evaluations to assess impact and inform future planning.

**STEP 3: Make your goal MEASURABLE.** *Add measurements and tracking details.*

The baseline for this goal: zero offerings of co-hosted educational opportunities.

We will measure/track our goal by using the following numbers, methods, or benchmarks:

Number of Events: Track of the number of DEI-focused events, workshops, and discussions co-hosted with student-led groups throughout the academic year. Aim to meet or exceed the minimum target of two events.

Attendance and Participation: Track attendance and participation levels in each event to gauge the level of engagement from the campus community. Metrics will include those such as event registrations, attendance numbers, and active participation in discussions or workshops.

Feedback and Impact: Collect feedback from event attendees through surveys or post-event evaluations to assess the impact and effectiveness of each event. Measure qualitative indicators such as participant satisfaction, perceived value of the event, and insights gained from discussions; this information will be used to inform future events and workshops.



Partnership Development: Track the development of partnerships with student-led groups by documenting the number of collaborations established, the diversity of partner organizations involved, and the depth of engagement in event planning and execution.

We will know when we’ve reached our goal when at least two (2) of the outlined events have been offered.

**STEP 4: Make your goal ACHIEVABLE.** *What additional resources will you need for success?*

* Items we need to achieve this goal: venues, speakers or facilitators, promotional materials, potential budget allocation.
* How we will find the time: By coordinating the efforts among committee members, support can be given without undue burden on any one person.
* Things we need to learn more about: a full listing of the student-led groups, the capacity and willingness of student-led groups to collaborate on these events
* People we can talk to for support: ASWN, Heather Rikalo (Student Life), VRC, DSS, Student clubs Latino Leadership, etc.

**STEP 5: Make your goal RELEVANT.**

Why did you choose this goal?

By actively involving student-led groups in co-hosting these events, we are encouraging participation from a broader cross-section of the student body. This fosters a sense of ownership and engagement among students in DEI initiatives, empowering them to take an active role in driving positive change on campus. It strengthens relationships between the DEI committee and student organizations, fostering a sense of community and shared purpose in working towards common goals.

How is this goal aligned with your division/department/office?

By collaborating with student-led groups, the DEI committee can reach a wider audience and ensure diverse perspectives are represented in events. This aligns with the overarching goal of promoting inclusivity and diversity within the campus community.

How does it relate/support the institutional goal?

This goal supports the FY 24 WNC institutional focus on student experience and academic success by seeking to increase participation in student-led campus activities.

**STEP 5: Make your goal TIMELY.** *Put a deadline on your goal and set some benchmarks.*

We will reach this goal by (date): 06/30/2025



The halfway measurement will be the offering of at least one (1) event completed prior to 12/30/2024 Additional dates and milestones we’ll aim for:

Establish contact and partnerships with student led groups prior to 9/20/2024 (the end of the fourth week of the semester)

Submit facilities request for event six (6) weeks in advance as per event policy

Finalize/confirm event details a minimum of one (1) month in advance including confirmation of speakers or facilitators, location, etc.

Begin promotion of events three (3) weeks in advance

Schedule post-event evaluations and reflections to assess the impact of each event and inform future planning within two (2) weeks of the event

**Action Plan for Goal Attainment**

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| **How I will Engage my Team** | **Supports Needed** | **Estimated Time** | **Target Completion Date** |
| Establish subcommittees and working  groups |  | ongoing |  |
| Outreach and marketing |  | ongoing |  |
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| **Steps to Take to Meet my Goal** | **Supports Needed** | **Estimated**  **Time** | **Target Completion Date** |
| Determine all student led groups | List of all student groups including leadership and  oversight |  | 09/01/2024 |
| Contact all student led groups |  |  | 09/20/2024 |
| Create or obtain planned student event list |  |  | 09/20/2024 |
| Determine gaps and areas of interest |  |  |  |
| Determine existing offerings via NSHE/grant sponsored opportunities |  |  |  |
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| **Potential Obstacles *or***  **Existing Barriers** | **How I Will Respond or Overcome** |

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| Lack of interest | Subject focus will be determined by student groups  based on their expressed interest(s) |
| Lack of participation | Targeted marketing and outreach. Evaluate events  for opportunities to engage. |
| Scheduling conflicts | Offer events at varying times to allow for differing schedules. Ensure venue availability prior to  scheduling. |
| Conflicting priorities | Ensure all events align with the mission of the group. Establish a way to determine priority based on interest, resource availability, etc. |
| Lack of budget | Offer events with internal resources. |

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| **Helpful Tools** |
| Canva |
| Google forms (evaluations) |
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| **Needed Resources** |
| Marketing materials |
| Contact lists |
| Venue space |
| Facilitators/speakers |
| Post-event evaluations |

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***Institutional Goal Alignment****:* □ Access & Success □ Student Experience □ Infrastructure ✓ Visibility

**STEP 1: Write down your goal in as few words as possible.** *What do you want to accomplish?*

Offer a minimum of two (2) diversity, equity, and inclusion training seminars for all faculty, staff, and students by the end of the next academic year to promote understanding and recognition of diverse perspectives.

**STEP 2: Make your goal detailed and SPECIFIC.** (Who? What? Where? How?)

*HOW will you reach this goal? List at least 3 action steps you’ll take or resources you’ll use:*

1. Conduct outreach to determine interest in various types of events and DEI topics.
2. Define the types of events, workshops, or discussions we aim to host (e.g., panel discussions, workshops on cultural competency, film screenings followed by discussions).
3. Specify the topics or themes of each event (e.g., racial equity, gender diversity, LGBTQ+ inclusion, neurodiversity, etc.).
4. Schedule, market, and host determined events.
5. Conduct post-event evaluations to assess impact and inform future planning.

**STEP 3: Make your goal MEASURABLE.** *Add measurements and tracking details.*

The baseline for this goal is: zero training seminars offered

We will measure/track my goal by using the following numbers, methods, or benchmarks:

Number of Events: Track of the number of DEI-focused events, workshops, and discussions throughout the academic year. Aim to meet or exceed the minimum target of two events.

Attendance and Participation: Track attendance and participation levels in each event to gauge the level of engagement from the campus community. Metrics will include those such as event registrations, attendance numbers, and active participation in discussions or workshops.

Feedback and Impact: Collect feedback from event attendees through surveys or post-event evaluations to assess the impact and effectiveness of each event. Measure qualitative indicators such as participant satisfaction, perceived value of the event, and insights gained from discussions.

We will know when we’ve reached our goal when at least two (2) of the outlined events have been offered.

**STEP 4: Make your goal ACHIEVABLE.** *What additional resources will you need for success?*

* Items we need to achieve this goal: venues, speakers or facilitators, promotional materials, potential budget allocation, institutional survey to determine subjects of interest.



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How we’ll find the time: By coordinating the efforts among committee members, support can be

given without undue burden on any one person.

Things we need to learn more about: subjects of interest pertaining to DEI in the college community.

People we can talk to for support: Institutional research, NSHE DEI groups

**STEP 5: Make your goal RELEVANT.**

Why did you choose this goal?

This goal was chosen to address the diverse and changing needs of our faculty, students, and staff in a way that encourages participation and engagement. It is also intended to foster a sense of community and shared purpose in working towards common goals while celebrating diversity.

How is this goal aligned with your division/department/office?

This goal is designed to foster “equity and a life of learning in an inclusive environment for the evolving, diverse communities we serve.”

How does it relate/support the institutional goal?

The institutional goal of visibility via systematic outreach and educational opportunities is directly related to the above-stated goal of offering DEI educational opportunities.

**STEP 5: Make your goal TIMELY.** *Put a deadline on your goal and set some benchmarks.*

We will reach this goal by (date): 06/30/2025

The halfway measurement will be the offering of at least one (1) event completed prior to 12/30/2024 Additional dates and milestones we’ll aim for:

Create and send an IR survey prior to 9/20/2024 (the end of the fourth week of the semester) to determine topics of interest.

Request facilities for events at least six (6) weeks in advance as per event policy.

Finalize and confirm event details a minimum of one (1) month in advance including confirmation of speakers or facilitators, location, etc.

Begin promotion of events three (3) weeks in advance

Schedule post-event evaluations and reflections to assess the impact of each event and inform future planning within two (2) weeks of the event

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| **Steps to Take to Meet my Goal** | **Supports Needed** | **Estimated**  **Time** | **Target Completion Date** |
| Determine campus interest | IR Survey, subcommittee to determine preliminary  questions |  | 9/20/2024 |
| Determine existing offerings via NSHE/grant sponsored opportunities | contact with various institutional IDEA groups |  |  |
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| **Potential Obstacles *or***  **Existing Barriers** | **How I Will Respond or Overcome** |
| Lack of interest | Outreach efforts must include the purpose. |
| Lack of participation | Marketing and outreach. Evaluate events for opportunities to engage. |
| Scheduling conflicts | Offer events at varying times to allow for differing schedules. Ensure venue availability prior to scheduling. |
| Lack of budget | Offer events with internal resources. |
| Conflicting priorities | Ensure all events align with the mission of the group. Establish a way to determine priority based on interest, resource availability, etc. |

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| **Needed Resources** |
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| Post-event evaluations |
| Venue space |
| Speakers/Facilitators |
| Marketing materials |