

# UNIVERSITY of HOUSTON

CENTER for DIVERSITY & INCLUSION



**Base Augmentation Request for FY 2020 - 2021**

Assistant Director

## **Center for Diversity and Inclusion FY2021 Base Augmentation Request – Assistant Director**

The Center for Diversity and Inclusion (CDI) provides the University of Houston (UH) students learning and development opportunities in the areas of social justice and cultural competency. The Center supports the diversity on campus by embracing the identities, experiences and diverse talents of our student population and transforms them into cultural competency – a skill largely learned outside of the classroom setting but is a necessity in today’s global workforce. The Center provides customized diversity trainings and a variety diversity workshop series. The Center has dramatically increased the number of programs, workshops, collaborations, and number of attendees at these events and continues to be called upon to assist the campus with various elements of diversity.

Embarking on its fifth year on campus, CDI has been working on a strategic plan to elevate the services offered that supports the diversity on campus. This includes targeted programming for special populations, partnerships with Residential Life and the Third Ward community, creating online diversity workshop modules, and more administrative outreach and partnerships.

Since 2014 (when CDI was established) there has been a 165% increase in the number of students that attend CDI events and a 182% in the number of attendees at diversity workshops offered by the department. In order to meet the demand while expanding our outreach and services without comprising the integrity of our work, it is imperative that the Center hire an assistant director as we continue to grow as a department. Having a person in this role is also critical as this position would directly support the director of the Center in administrative responsibilities. As UH continues to enroll more diverse students, it is imperative that the department responsibly for leading diversity initiatives continues to provide more services, partners with more on and off campus areas, and broaden the diversity platforms has the needed staff to do so for a campus of this size.

### Assistant Director – Center for Diversity and Inclusion could have the following duties:

- Work with the Director to deliver online seminars and/or workshops to the campus community to foster inclusiveness, equity, and social justice and increase awareness of diversity issues
- Develop and implement a strategy to infuse diversity, equity, and inclusion within Residential Life and help create a Social Justice Living Learning Community
- Manage and coordinate department reporting or the Center (Progress Card, Assessment, Annual Report, etc.)
- Develop and facilitate diversity and inclusion trainings, workshops, and professional development opportunities
- Assist the Director with community projects and collaborate with students, faculty, and staff members to increase diversity and inclusiveness representation on campus
- Create, organize, and assess an off-campus Diversity Leadership Summit in partnership with other institutions in Southeast Texas, and possibly state wide
- Supervise and provide professional development for the Office Coordinator and graduate intern(s)

- Create, organize, and implement various identity development based initiatives
- Create, implement, and assesses high level programming for underrepresented populations that the Center currently does not serve
- Strive to keep general knowledge and awareness of pedagogical strategies for engaging diversity issues through critical self-education and professional development
- Serves on a variety of committees and projects within the greater campus community
- Perform other duties as assigned

**DSAES Strategic Initiative:**

**Strategic Initiative Student Success (SS)**

Champion exceptional opportunities and services to support all UH students.

SS2. Expand **diverse experiences** on exploration and education while identifying and meeting the needs of our student population through supportive, inclusive environments.

SS5. Enrich the sense of **connection, belonging, and shared UH identity** among all students.

<b>Funding Request</b>	
Base Augmentation Request for FY21	Amount
Salary	\$53,000
Benefits	\$18,550
Admin Fee	\$4,293.00
Professional Development	\$3,000.00
Admin Fee for Professional Development	\$180.00
<b>Total</b>	<b>\$79,023.00</b>