

DIVERSITY INITIATIVES
DIVISION OF ADMINISTRATION AND FINANCE

Campus Climate

- Create within Administration and Finance a clear statement of how this unit contributes to a diverse and inclusive campus.

Current Status – No progress

Projected April 2008 Status – A&F Point Person will have a draft statement ready for review by the A&F Directors.

Projected April 2010 Status – Statement will be complete.

- Conduct a climate assessment to determine if current practices used with purchase orders, tech support, HR, bursar's, etc. are serving all students, clients, faculty and staff well.

Current Status – Various assessment instruments exist that will provide this information. A&F would like to know if OID is planning on recommending or providing the assessment tool to complete this objective.

Projected April 2008 Status –

Projected April 2010 Status –

- Develop a safe environment for all Administration and Finance personnel to have facilitated conversations about their questions and concerns related to diversity issues.

Current Status – Employees and supervisors are regularly advised by HR and A&F Directors to report questions and concerns to Affirmative Action. For those individuals who are concerned about anonymity, OSU provides the Confidential Reporting System.

Projected April 2008 Status –

Projected April 2010 Status -

- Provide orientation for all who work in Administration and Finance about the importance of their personal and professional commitment to diversity as part of the expectation in their role as a member of this unit.

Current Status –

Projected April 2008 Status –

Projected April 2010 Status -

Recruitment and Retention

- Develop strategies to recruit and retain administrators, staff and students so that employees in Administration and Finance get closer to the representation of the diversity of people in the state of Oklahoma. Build relationships with diverse staff, student and professional organizations so members will see Administration and Finance as a welcoming place to work.
 - Review diversity information and request assistance from the Office of Institutional Diversity in identifying candidates for all higher level exempt positions
 - Request and review diversity ledger information on staff for past five years by each major unit and division as a whole to track progress
 - Review all A&F websites to ensure views of diversity on campus

Current Status – A&F is awaiting diversity information from the Office of Institutional Diversity that will enable A&F to determine areas of greatest need to reach representation of diversity of people in the state of Oklahoma. A&F has discussed the need for this information with OID several times but has received only diversity numbers with no comparison to diversity in Oklahoma.

Projected April 2008 Status – A&F will designate one person from each area to review that area's website to ensure views of diversity on campus.

Projected April 2010 Status -

Professional Development

- Provide professional development to increase the knowledge and understanding of diversity and inclusion.
 - Encourage every employee to participate in at least one diversity seminar offering each year (may be part of regular departmental training)

Current Status – A&F Directors have agreed that every employee will participate in at least one diversity seminar offering each year. Attendance will be tracked by HR Training Services and review on a quarterly basis.

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Projected April 2008 Status –

Projected April 2010 Status -

- Develop educational training that sensitizes all employees of Administration and Finance to the language barriers that many of their clients, technical support and students may encounter.
 - Continue to provide variety of sessions focused on diversity and multicultural sensitivity
 - Ensure diversity in trainers
 - Encourage staff to participate and contribute to University activities and events featuring diversity and multiculturalism

Current Status – HR Training works with OID to develop, advertise, and enroll employees in new diversity classes. Currently we have five diversity seminars scheduled (ADA, Journey to Inclusion, and Respect for Diversity). However, primary responsibility for diversity training is now vested and funded in OID. HR Training is diligently searching for more diverse trainers in regularly offered programs. Presently we have about seven although we do not always know their background. Staff are encouraged to participate in diversity and multiculturalism programs with appropriate credit given towards certificate programs.

Projected April 2008 Status –

Projected April 2010 Status -

Partnerships

- Encourage the building of partnerships with businesses that represent a diverse group of owners and operators. Provide training for developing competitive bids for Oklahoma State University.
 - Request department providing listing of possible vendors for RFPs to include minority vendors
 - Continue to participate in minority vendor recruitment fairs

Current Status –

Projected April 2008 Status –

Projected April 2010 Status -