

# Transfer, Career, Evaluations, Anti Racism, Diversity, Equity, and Inclusion Action Plan

## RECRUITMENT & RETENTION PRACTICES

- We will develop and implement an inclusive departmental NANCE and student worker recruitment, interview, and hiring process, expanding our diverse hiring practices and collaborate with Human Resources and the Equal Employment Opportunity & Diversity Office on best practices.
- We will add diversity, equity, inclusion, and social justice language to all job responsibilities and evaluations in collaboration with Human Resources and the Equal Employment Opportunity & Diversity Office on best practices.
- Collaborate with Federal Workstudy and the Veteran Work-Study programs to create diverse and equitable recruitment and hiring practices and collaborate with Human Resources and the Equal Employment Opportunity & Diversity Office on best practices.
- Expand and create diverse and inclusive marketing materials for open positions and offer on-campus diverse student worker hiring training

## TRAINING AND DEVELOPMENT

- All Transfer, Career, and Evaluations (TCE) team members including hourly and student workers will participate in annual anti-racism training.
- Participate in bias training for all Transfer, Career, and Evaluations team members including hourly and student workers, additionally, develop guidelines for how to handle and report bias incidents.
- Establish four (4), staff/faculty/NANCE, and student worker, in-service days reserved for professional training, learning, and development.

## POLICIES & PRACTICES

- Require all three departments and the CAP program to conduct regular internal audits using the equity crosswalk of existing policies, programs, services, and practices through an equity lens.
- Voice our concerns to the Dean of Student Development regarding existing policies that do not align with an equity lens.
- Create a departmental liaison for the Mesa Diversity, Action, Inclusion Committee.

## COMMUNITY & SENSE OF BELONGING

- Identify key performance indicators for student success and publish annual outcomes on a publicly accessible report, program review, and infographic.
- Practice the disaggregation of data by race/ethnicity, gender identity, and other relevant demographic variables to help identify disparities in participation, satisfaction, and outcomes for our services.
- Administer an annual department climate and engagement survey, working with the Office of Diversity and Inclusion and Institutional Research to create an instrument to be administered.
- Create a plan for intentionality with outreaching to our students and being present in different spaces on campus where we could offer services and events.

## STUDENT ENGAGEMENT & SUPPORT

- The Transfer and Career Counselors will be active participants with the Black Faculty Counseling Collaborative (BFCC) with the intention to be a support network for Black/African American students; to ensure they can navigate, thrive & succeed at Mesa College.
- Find ways of increasing intentional outreach to our Black Students, by providing more Transfer and Career Center marketing, events, and services on campus, in high-traffic student areas.
- Use modern research to capture the authentic student voice, to hear their proposed problems, solutions, and best practices, for TCE student services.

## PROGRAMS & SERVICES

- Our Career and Transfer Counselors, in collaboration with the Black Faculty Counseling Collaborative (BFCC), will host Counseling Hot Spots and workshops for Black/African American students.
- The Career Center and Peer Ambassadors will encourage Black and LatinX students, identified, in part, through partnerships with programs and services, to explore careers at events and through presentations, counseling, and peer-to-peer educational opportunities.
- The Career Center Counselors/Co-Coordination and Student Support Specialist will outreach to Black Studies, Chicana/o Studies, UMOJA & Puente programs' students and faculty, to provide presentations on Career Center programs and services; with an aim to increase access and engagement for Black and Latinx students and dismantle career exploration inequities among marginalized Black and Latinx students.
- To increase the percentage of Black students obtaining a degree/certificate, Evaluations will 1) host a Graduation Application Party to explain the application process, the importance of earning a degree and/or certificate, and the importance of participating in the Commencement Ceremony and the Rite of Passage end-of-the-year celebration; and 2) help remove structural barriers created by some student petitions.
- Partner with Umoja, Puente, EOPS/Special Programs, DSPS, and Veterans to design and provide a transfer-related workshop for each program during the Fall 2021 transfer season.

## COMMUNICATIONS & TRANSPARENCY

- Communicate to the campus community at large, an outline of our action plan by posting it publically on our websites and by email on how we plan to support the affected community if there is an incident.
- Continue to use its voice to reaffirm its core values and support for community members whose identities have been targeted by racially motivated injustices.

## EMPLOYERS AND UNIVERSITY REPRESENTATIVES

- Practice reasonable, responsible, and transparent engagement with employers and university representatives that ensures equitable hiring and recruitment practices for our students.
- Communicate clearly the importance of equitable recruitment practices to all employer and university partners and representatives.
- Articulate and disseminate our organization's policies and guidelines to employers and university representatives that guarantee equitable services for all students.

"The beauty of anti-racism is that you don't have to pretend to be free of racism to be an anti-racist. Anti-racism is the commitment to fight racism wherever you find it, including in yourself. And it's the only way forward."  
~ Ijeoma Oluo 