Unit Name: College of Agricultural and Environmental Sciences

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Timeline and Steps for Developing Unit Diversity and Inclusive Excellence Goals

August 2021	Identify your planning team
Sept 1, 2021	Receive final UGA Diversity and Inclusive Excellence Goals
Sept 2021–May 2022	Engage Team to identify Unit Diversity and Inclusive Excellence Goals • Review Unit-level 2025 Strategic Plan and existing Diversity Plan, if separate, for alignment • Develop aligned Diversity and Inclusive Excellence Goals • Identify KPIs and Data Sources for each Goal • Identify Baseline and Annual Targets for each KPI
June 1, 2022	Submit Draft Goals to Offices of Provost and President for feedback
August 1, 2022	Receive feedback
Sept 1, 2022	Incorporate final D&I Goals into Strategic Plan tool
Oct 1, 2023	Report on D&I Goals as part of Strategic Planning process

UGA Diversity & Inclusive Excellence Goals

Building an Inclusive Living/Learning Environment that Supports Access and Success for Diverse Students
1. Increase enrollment of underrepresented students at undergraduate and graduate levels
2. Increase need-based student scholarships for undergraduate and graduate education
3. Expand resources to promote inclusive learning environments
4. Expand mentorship for underrepresented students

Recruiting and Retaining a Diverse Workforce to Advance Our Mission in the 21st Century
1. Increase the number of underrepresented faculty, staff, postdoctoral fellows, graduate assistants, and student workers
2. Expand community building programs and activities for faculty, staff, graduate assistants, and postdoctoral fellows, with a particular focus on underrepresented populations
3. Expand support and recognition for faculty and staff diversity and inclusion efforts

Expanding Partnerships and Outreach to Strengthen Diverse Communities
1. Increase institutional visibility in the educational pipeline of underserved communities
2. Build awareness of partnerships and outreach with diverse communities
3. Expand experiential learning opportunities for students in rural Georgia and other underserved areas
4. Improve and expand communications with community partners regarding the university's diversity and inclusive excellence commitment

Inclusive Excellence Priority I: **Building an Inclusive Living/Learning Environment that Supports Access and Success for Diverse Students**

University Inclusive L/L Environment Goal #1: Increase enrollment of underrepresented students at undergraduate and graduate levels

Unit Goal 1: Increase promotion, awareness and participation in Emerging Scholars (internship for students at historically black colleges and universities), Rural Scholars (incoming, first year UGA students from Georgia's rural communities), Young Scholars (6-wk internship for students interested in ag, food and environmental sciences), and Rising Scholars (9-week internship for students at FVSU).

> **Key Performance Indicator 1**: Counts of underrepresented and underserved students enrolled in internships and CAES undergraduate and graduate degree programs.
>
> > **Data Source**: Participation in internship programs is tracked by the CAES Office of Diversity Affairs and the CAES Office of Academic Affairs; demographics of the CAES student body is reported by the Office of Institutional Research (https://oir.uga.edu/data/facts/enrlhc/ataglance/) and will be collated by the Office of Academic Programs. These data will be reported each fall to the Dean.
> >
> > **Annual Targets:**

FY2022 Baseline	Focus on proportional gains for underrepresented and underserved summer internship participants, undergraduates and graduate students
FY2023	Continue focus on proportional gains for underrepresented and underserved summer interns, undergraduates and graduate students
FY2024	Continue focus on proportional gains for underrepresented and underserved summer interns, undergraduates and graduate students
FY2025	Continue focus on proportional gains for underrepresented and underserved summer interns, undergraduates and graduate students

University Inclusive L/L Environment Goal #2: Increase need-based student scholarships for undergraduate and graduate education

Unit Goal 2: The college will partner with the UGA Foundation, UGA Graduate School, and Private Donors to promote and develop funding opportunities for undergraduate and graduate students that demonstrate financial needs.

> **Key Performance Indicator 1**: Counts of students and scholarship dollars awarded to undergraduate and graduate students that that demonstrate financial needs.
>
> > **Data Source**: CAES Office of Diversity Affairs and CAES Office of Academic Affairs with reports from individual departments
> >
> > **Annual Targets:**

FY2022 Baseline	CAES currently has 6 funds based solely on financial need. In FY22, the college awarded 29 students a total of $55,000 based solely on financial need
FY2023	Award 35 students a total of $78,000 based solely on financial need
FY2024	Award 40 students a total of $85,000 based solely on financial need
FY2025	Award 45 students a total of $95,000 based solely on financial need

University Inclusive L/L Environment Goal #3: Expand resources to promote inclusive learning environments

Unit Goal 3: Survey all college employees, students and targeted stakeholders to measure changes in climate, attitudes, and sense of community using a standardized instrument developed by the Office of Institutional Diversity with input from the CAES Office of Diversity Affairs.

Key Performance Indicator 1: Climate survey administered collegewide and results analyzed to allow for targeted training and deployment of support services by location and identified need.

Data Source: Office of Institutional Diversity, CAES Office of Diversity Affairs

Annual Targets:

FY2022 Baseline	The last CAES climate survey was administered in 2010
FY2023	New climate survey developed, administered and analyzed
FY2024	Problem areas identified and resources mobilized
FY2025	Support materials deployed and support services available

University Inclusive L/L Environment Goal #4: Expand mentorship for underrepresented students

Unit Goal 4: Create and foster faculty-student mentoring opportunities that encourage undergraduate and graduate students to degree completion with an emphasis on minorities and first-generation college students.

Key Performance Indicator 1: Report number of undergraduate or graduate students from underrepresented and underserved communities that are being mentored by faculty.

Data Source: Create "checkboxes" for output reporting in Elements (tenure track faculty) and Georgia Counts (public service track faculty) that included minority student advisees

Annual Targets:

FY2022 Baseline	Unknown at present
FY2023	5% increase over FY22 in mentoring effort with underrepresented and underserved student advisees
FY2024	5% increase over FY23 in mentoring effort with underrepresented and underserved student advisees
FY2025	5% increase over FY24 in mentoring effort with underrepresented and underserved student advisees

Inclusive Excellence Priority II: **Recruiting and Retaining a Diverse Workforce to Advance Our Mission in the 21st Century**

University Diverse Workforce Goal #1: Increase the number of underrepresented faculty, staff, postdoctoral fellows, graduate assistants, and student workers

Unit Goal 1: Recruit diverse candidate pools and hire a qualified and competent workforce that represents the diversity in our communities.

> **Key Performance Indicator 1:** Connect faculty search chairs and unit UGAJobs Coordinators with the UGA Office of Institutional Diversity, CAES Office of Diversity Affairs and Human Resources to learn best practices in advertising and recruitment to produce more diversity in applicant pools.
>
> > **Data Source:** UGA faculty data by college are available from OIR (https://oir.uga.edu/data/facts/faculty/ataglance/); UGA staff and student employee data by college are available in the OIR diversity baseline report (access by request only); updated county, state and national census data are available at https://data.census.gov
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> > **Annual Targets:**
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> > | FY2022 Baseline | Annually report diversity in CAES applicant pools by position type |
> > |---|---|
> > | FY2023 | 5% increase over FY22 in representation of underrepresented and underserved applicants by position type |
> > | FY2024 | 5% increase over FY23 in representation of underrepresented and underserved applicants by position type |
> > | FY2025 | 5% increase over FY24 in representation of underrepresented and underserved applicants by position type |

University Diverse Workforce Goal #2: Expand community building programs and activities for faculty, staff, graduate assistants, and postdoctoral fellows, with a particular focus on underrepresented populations

Unit Goal 2: Facilitate a work environment that allows for employees to be aware of unconscious bias in the workplace by encouraging faculty, staff, graduate assistants and postdoctoral fellows to complete DEI training.

> **Key Performance Indicator 1:** Department heads will annually report to the Dean the percentage of their faculty, staff, graduate assistants and postdoctoral fellows that completed any type of DEI training.
>
> > **Data Source:** Internal departmental records with data collection mandated by the Dean and communicated by each Department Head
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> > **Annual Targets:**
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> > | FY2022 Baseline | 0% departmental personnel complete at least 1 training annually |
> > |---|---|
> > | FY2023 | 25% departmental personnel complete at least 1 training annually |

FY2024	30% departmental personnel complete at least 1 training annually
FY2025	40% departmental personnel complete at least 1 training annually

University Diverse Workforce Goal #3: Expand support and recognition for faculty and staff diversity and inclusion efforts

Unit Goal 3: Identify and disseminate resources for supervisors to create awareness and support for managing diverse staff; update faculty annual reporting tools including Elements (tenure track faculty) and Georgia Counts (public service faculty) to include participation in diversity and inclusion targeted events.

> **Key Performance Indicator 1:** The CAES Accountability and Reporting Coordinator will summarize data from Elements and Georgia Counts and report to the Dean the percentage of faculty participating in diversity and inclusion targeted events in their annual reporting.
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> **Data Source:** Elements and Georgia Counts
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> **Annual Targets:**
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> |---|---|
> | **FY2022 Baseline** | 0% of faculty participating in at least one event annually |
> | **FY2023** | 25% of faculty participating in at least one event annually |
> | **FY2024** | 50% of faculty participating in at least one event annually |
> | **FY2025** | 75% of faculty participating in at least one event annually |

Inclusive Excellence Priority III: **Expanding Partnerships and Outreach to Strengthen Diverse Communities**

University Partnerships Goal #1: Increase institutional visibility in the educational pipeline of underserved communities

Unit Goal 1: Increase access and comprehension of all CAES web content and publications by incorporating an automated language translate tool into the CAES webpages (https://www.caes.uga.edu/).

> **Key Performance Indicator 1:** Adopt an automated language translation tool into the webpage template and then utilize analytics to prioritize updating most frequently requested content that cannot be automatically translated (i.e. PDF documents).
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> **Data Source:** Information provided by the CAES IT Director, reported to the Dean
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> **Annual Targets:**
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> | | |
> |---|---|
> | **FY2022 Baseline** | All HTML content on https://extension.uga.edu/ available with automated language translation |
> | **FY2023** | All HTML content on https://www.caes.uga.edu/ available with automated language translation |

FY2024	All new PDF files on both websites available with automated language translation
FY2025	

University Partnerships Goal #2: Build awareness of partnerships and outreach with diverse communities

Unit Goal 2: Include mention of partnerships and outreach with diverse communities when submitting content to the CAES Impact Statements Database (these statements are often featured on CAES webpages for Extension Impact and Research Impact, as well as in the federal Land-grant University System database), CAES webpages and Office of Marketing and Communications (OMC) produced communications.

Key Performance Indicator 1: Metrics showing digital engagement with content covering promoted partnerships and outreach with diverse communities featured on CAES webpages, OMC produced videos and communications, social media promoted content, and impact statements published by federal agencies.

Data Source: News pieces and communications for this content will be annually summarized by the Chief Communications Officer at the CAES Office of Marketing and Communications and the Office of Information Technology's CAES Web Team, which will be reported to the Dean

Annual Targets:

FY2022 Baseline	Unknown
FY2023	Develop effective metrics for DEI representation in CAES programming and media
FY2024	Analyze and assess baseline measurements
FY2025	Increase and expand purposeful measured outreach with diverse communities

University Partnerships Goal #3: Expand experiential learning opportunities for students in rural Georgia and other underserved areas

Unit Goal 3: Focus Extension and outreach efforts with students from rural Georgia and other underserved areas through exposure, development, adaption and promotion of STEM and STEAM educational programs, participation in Young Scholars (6-wk internship for students interested in ag, food and environmental sciences), Junior MANRRS (National Society for Minorities in Agriculture, Natural Resources and Related Sciences), and career opportunities available through degree programs at CAES.

Key Performance Indicator 1: The CAES Accountability and Reporting Coordinator will update Elements and Georgia Counts to facilitate reporting by faculty and then report to the Dean the county and number of events/learning opportunities targeting students from rural Georgia and other underserved areas; these indicators will be tracked along with the number of Young Scholars from rural counties as defined by the American Community Survey.

Data Source: Number of learning opportunities will be summarized from GA Counts and Elements; number of Young Scholars from rural counties and other underserved areas will be reported by the Office of Diversity Affairs

Annual Targets:

FY2022 Baseline	Unknown learning opportunities; 30 young scholars from rural counties and other underserved areas
FY2023	Targeted programming in every qualifying rural GA county (as defined by the American Community Survey); 35 young scholars from rural counties and other underserved areas
FY2024	Multiple targeted programming events in every qualifying rural GA county; 40 young scholars from rural counties and other underserved areas
FY2025	Multiple targeted programming events in every underserved area of GA; 45 young scholars from rural counties and other underserved areas

University Partnerships Goal #4: Improve and expand communications with community partners regarding the university's diversity and inclusive excellence commitment

Unit Goal 4: Coordinate, communicate and promote DEI activities and initiatives to our stakeholders using UGA Extension, CAES social media platforms and the Office of Marketing and Communications.

> **Key Performance Indicator 1:** Increased CAES social media communications and content on UGA Extension social media platforms focused on minority faculty, staff and students.
>
> > **Data Source:** Metrics for publicly-facing DEI promoted content will be annually summarized by the Chief Communications Officer at the CAES Office of Marketing and Communications and the Office of Information Technology's CAES Web Team, which will be reported to the Dean

Annual Targets:

FY2022 Baseline	Unknown
FY2023	Standardize metrics for reporting DEI representation in CAES programming and media (i.e. page views, unique visitors, digital page requests, content focus, images of diverse audiences)
FY2024	Develop baseline measurements and initiate intentional communications initiatives
FY2025	Increase and expand purposeful DEI communications