

Waukesha County Technical College
Office of Diversity, Equity, Inclusion & Compliance (DEIC)
30-60-90+ Day DEI Plan

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For questions about this report, please contact:

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⌘ Acknowledgements ⌘

The Waukesha County Technical College, 30-60-90+ Day Plan, was developed by the Tiger Team, with support from the Office of Diversity, Equity, Inclusion and Compliance (DEIC) and the President's Executive Cabinet (PEC).

WCTC recognizes the following individuals for their contributions in creating this report: **Angela Frazier Arthur, Elle Bonds, David Brown, Rolando DeLeon, Nicholas Dillon, Dr. Jennifer Fontanini, Jennifer Hagen, Jennifer Henn, Dennis Jackson, Rodney Nobles, Andy Palen, Mary Poehls, Dr. Jennifer Potts, and Sherry Simmons**

Office of Diversity, Equity, Inclusion, & Compliance

Mission:

The Office of Diversity, Equity, Inclusion, and Compliance advocates for our community members while emphasizing the importance of diversity, equity, inclusion, and compliance in promoting learning and working at Waukesha County Technical College.

The Office of DEIC's task is inherently integrative to help the institution become more active in increasing collective awareness about current system inequities in order to promote systemic change. This is based on internal, campus-wide collaboration. Building relationships, increasing access and dignified educational experiences, and improving teaching and learning, will lead to change over time.

Vision:

WCTC recognizes diversity, equity, inclusion, and compliance as core institutional values that drive decision-making, resource allocation, and the development of policies and practices. It is also a place where diverse students, faculty, and staff are recruited, retained and supported.

Strategic Priorities:

- Be a strong advocate for diversity, equity, inclusion, and compliance
- Introduce diversity, equity, inclusion, and compliance into the systems, structure, and culture of the College
- Lead and provide expertise and leadership on diversity, equity, inclusion, and compliance matters for planning and implementation
- Develop and revise policies and practices to make the campus more welcoming and more inclusive
- Provide resources for infusing diversity, equity, and inclusion into the curriculum
- Remain committed to providing a non-discrimination and harassment-free working and learning environment through compliance efforts

Organizational Structure:

- President
 - Chief Diversity & Compliance Officer
 - Diversity Coordinator
 - MRC Student Workers
 - Compliance Coordinator
 - Multicultural Resource Center (MRC) Specialist

Diversity, Equity, & Inclusion Definitions:

Diversity: Diversity encompasses an array of experiences including, but not limited to, age, race, ethnicity, gender, religion, disabilities, socio-economic status, sexual orientation, gender identity, and national origin. An appreciative awareness of diversity provides the foundation for the understanding that individuals are shaped by this array of experiences.

Equity: Equity refers to the intentional practice of identifying the unique needs within our diverse student and employee populations, and in turn, providing the support necessary for each individual to succeed in their academic and career goals.

Inclusion: Inclusion is the degree to which all individuals in a community are welcomed, valued, respected, heard, and able to participate. Creating inclusive college communities requires intentional action to address historical under-representation and exclusion with respect to academic and career success, hiring, promotion and leadership, campus climate, curriculum, and access to resources.

Connecting to the Why

The College's Diversity, Equity, and Inclusion (DEI) team has worked to address systematic barriers for both students and employees, provided diversity education to increase awareness of issues, and advanced strategies to positively impact the WCTC community. Emerging DEI needs based on external forces in higher education, including enrollment trends and changing student demographics, and national social unrest were evident during the 2019-2020 academic year. The College responded by creating a Tiger Team to help reprioritize diversity, equity, and inclusion to ensure we are committed to effectively living out the mission, vision, and strategic directives of our College, and effect positive cultural change for the WCTC community.

During the 2019-2020 academic year, the College responded to meet the immediate developing needs.

- Key stakeholders of WCTC involved in DEI work at the WTCS level (work began Fall 2018)
- New cross-functional standing DEI team was established with clearly identified deliverables (August 2019)
- Chief Diversity & Compliance Officer position was created and became a member of the President's Executive Cabinet (June 2020)
- The Office of Diversity, Equity, Inclusion, and Compliance was created (July 2020)
- The College President charged the new Chief Diversity & Compliance Officer to establish a quick hit Tiger Team to establish a 30-60-90+ DEI action plan (August 2020). The team's work focused on reviewing and analyzing data to establish and develop this plan to assure voices were heard, and to weave DEI into the fabric of the Institution.
 - Listed are some examples of data sources and activities surrounding DEI.
 - WTCS Compliance Review (2018)
 - Student Panel Feedback (2019)
 - Engage WCTC Employment Engagement Survey (DEI Questions 74-96) (2019 & 2020)
 - Drinks & Dialogue conversations (began Fall 2019)
 - WCTC Affirmative Action Plan (2019-24)

- WCTC Equity Report (2020)
- Work with Equity Considerations for Guided Pathways (Summer 2020)
- All employee In-Service with a focus on Diversity, Equity, and Inclusion (August 2019 & 2020)
- 30-60-90+ Day DEI plan completed (January 2021)

As a result of the Tiger Team's work, five thematic needs were identified for improvement to focus on within the 30-60-90+ day plan. These include:

1. Communication: Implement communication strategies to advocate for diversity, equity, inclusion, and compliance
2. Curriculum: Redesign curriculum to reflect equity-minded values and integrative knowledge of diverse histories, cultures, and societies
3. Professional Development: Develop a system for on-going professional development opportunities ensuring accountability
4. Recruitment, Representation, and Retention: Increase diversity recruitment, representation, and retention for students and employees
5. Safety: Commit to providing a non-discrimination and harassment-free working and learning environment

Key activities within the themed areas will be implemented in a coordinated fashion with key internal stakeholders identified as responsible for implementing this critical work. This plan has a timeline and will be updated and monitored regularly to adjust priorities and deadlines to meet stakeholder needs.

Diversity, Equity, & Inclusion Action Plan

Status Updates:

- Planning Phase: This activity/objective is being discussed with a cross-functional team across campus to plan implementation
- In Process: This activity/objective has started and awaiting a progress status
- On Target: This activity/objective has started and is on target to be completed by the deadline
- Completed: This activity/objective has been realized
- Continuous: This activity/objective requires continuous communication with the College community

Communication

Activity/Objective	Status	Targeted Deadline
Engage/Update the District Board with 30-60-90 day planning	1 st Draft Completed- Nov 2020 District Board Meeting	Fall 2020-Ongoing

	Continuous at District Board Meetings as requested	
Integrate DEI efforts/updates into overall WCTC Internal and External Communication plan; Impact Magazine, College Perspective, website, portal, etc.	In process	Spring 2021
Create a logo and brand the office of DEI	In process	Spring 2021
Develop DEI strategic directives/goals to be included in the Strategic Plan	Planning phase	Spring 2022
Shift DEI event communication to planned authentic/organic conversations on social media	In process	Fall 2021
College Communications Meeting Updates	Continuous	Fall 2020-Ongoing
Explore Series New Employee Onboarding-introduce DEIC to new employees	Continuous	Spring 2021-Ongoing
Demonstrate that practices are successful/share metrics at local, state, and national conference to build community awareness	Planning phase	Fall 2021-Ongoing
Speaker series to highlight in the community	Planning phase	Fall 2021
Digital signage on monitors; positive educational messages on campus; visualize and appreciate DEI	In process	Spring 2021

Curriculum

Activity/Objective	Status	Targeted Deadline
Review the curriculum	Planning phase	Spring 2021-Ongoing
Develop an intentional cultural competence/awareness training	Planning phase	Fall 2021
Identify or establish a DEI course in the curriculum- or- a lesson on DEI as it relates to one's specific academic program	Planning phase	Spring 2022

Professional Development

Activity/Objective	Status	Targeted Deadline
Training for all staff to include a certificate program where attendance at each of the programs offered can lead to earning a certificate or badge. Training options to include: <ul style="list-style-type: none"> • DEI training for different staff roles (support staff, front desk staff, manager, Instructional Manager, Dean, etc.) • Foreign language training – basic skills • Disability training, working with students and community who have a disability • DACA training for staff • Training that talks about different religions and the importance of Holidays associated with them • Ally/Safe Space training for employees and students • WTCS Bias and Interview Training for employees that serve on hiring panels 	In process	Fall 2021 Ally/Safe Space Training was completed on October 27, 2020 The WTCS Bias & Interviewing Training is complete and will be rolled out in Spring 2021
Regular In-Services for staff (non-faculty)	Planning phase	Fall 2021
DEI professional development goals for all employees	Planning phase	Fall 2021
Discuss how DEI is incorporated into The Journey (new Faculty training experience)	In process	Spring 2021
Employee panel to receive feedback	Planning phase	Fall 2021

Recruitment, Retention, & Representation

Activity/Objective	Status	Targeted Deadline
Staff Demographics-Mirror student diverse population (20%) at all levels <ul style="list-style-type: none"> • WCTC staff is currently around (10%) 	Planning phase	Spring 2022
Minority retention focused on tracking students of color	In process	Fall 2021

<p>Improve overall Outreach/Recruitment of Students of Color (to include front-end data, targets)</p> <ul style="list-style-type: none"> Increase Recruitment of Minority Students on Campus (currently around 20%) 	In process	Spring 2022
Create an Employee Resource Group for diverse employees to share stories, connect with diverse faculty and staff, and provide professional development opportunities	Completed-The Employees of Color Resource Alliance Group was formed in Spring 2020	Spring 2020
Data breakdown of Minority Staff and Dept. and Levels & Minority Student breakdown via programs	<p>Completed-Information was shared with the Tiger Team via email on October 22, 2020</p> <p>Continuous-Share updates at CCM & other meetings as requested</p>	Fall 2020-Ongoing

Safety

Activity/Objective	Status	Targeted Deadline
<p>Ensure the emotional and psychological safety of the campus community</p> <ul style="list-style-type: none"> Inclusive messaging in marketing and college communications Increase hiring of diverse populations for staff and faculty positions Expansion of peer support programs for marginalized populations for staff and students Enhanced DEI training program for faculty and staff Promotion of mental health services for staff and students 	In process	Fall 2021
<p>Ensure the academic safety of the campus community</p> <ul style="list-style-type: none"> Inclusive content and messaging infused in the curriculum in all programs 	Planning phase	Spring 2022

<ul style="list-style-type: none"> • Updated training on classroom management strategies and build community in the classroom with a focus on DEI • How to better work with diverse populations • Freedom of expression without the threat of retaliation (LGBTQ Safe Space) • Support programs to address barriers to academic success 		
<p>Improved environmental climate of the campus community</p> <ul style="list-style-type: none"> • Creation of multiple “safe spaces” for diverse students and employees across campus • Intentional onboarding program to address student and employee needs PRIOR to their start date 	In process	Fall 2021
<p>Ensure physical safety of the campus community</p> <ul style="list-style-type: none"> • Law enforcement presence 	Completed/Continuous-We have police liaisons from the Village of Pewaukee that patrol the campus community	Has been a presence on campus for years