



Senate of the Associated Students of the University of Nevada

85th Session, 2017-2018

AN ACT TO CREATE THE DEPARTMENT OF DIVERSITY AND INCLUSION

Bill Number: 10

Authored By: Senator Kuykendall

Sponsored By: 2017-2018 Student Government Assembly

Whereas, the ASUN is obligated to represent the diverse population of students as accurately and best as possible;

Whereas, according to “The Center: Every Student. Every Story. Annual Report 2016,” 43% of the Fall 2016 Freshmen/women class self-identified as diverse students;

Whereas, according to the same aforementioned report, the population of underrepresented students (based upon ethnicity), rose by 1,008 between Fall 2014 and Fall 2016;

Whereas, according to the same aforementioned report, the total percentage of underrepresented students (based upon ethnicity) rose by 2.496% between Fall 2014 and Fall 2016;

Whereas, the Director of Diversity and Inclusion currently serves under the authority and budget of the Executive Branch as the only representative solely dedicated to diversity and inclusion;

Whereas, under these circumstances, the ASUN does not currently represent the diverse population of students as accurately and best as possible;

Whereas, to best represent the diverse population of students, a separate department is needed for diversity and inclusion purposes;

Whereas, to best operate as a department, an assistant director and two commissioner positions are needed to assist the Director of Diversity and Inclusion;

Whereas, the compensation of the Assistant Director and both Commissioners will be Tier 3;

Whereas, excess monies exist in “Professional Salaries” from the “ASUN Center for Student Engagement” account (1702-105-0112) due to current unfilled positions;

Be it enacted by the Senate of the Associated Students, the Department of Diversity and Inclusion be created;

Be it further enacted by the Senate of the Associated Students, Chapter 207 of the Statutes of the Associated Students be revised to read as specified in the attached Addendum A;

Be it further enacted by the Senate of the Associated Students, Chapter 502 Section 03 of the Statutes of the Associated Students be revised to no longer include the “Director of Diversity and Inclusion” as a position with an intern assigned to it within the Executive Internship Program;

Be it further enacted by the Senate of the Associated Students, a new internship program for the Department of Diversity and Inclusion be created in the Statutes of the Associated Students as specified in Addendum B;

Be it further enacted by the Senate of the Associated Students, a new account titled “Diversity and Inclusion” be created under an open account number (1702-105-XXXX) as deemed by the University’s Controller’s Office;

Be it further enacted by the Senate of the Associated Students, line items titled “Director of Diversity and Inclusion” and “Diversity Outreach” and their respective account balances be moved from the “Executive Board” account (1702-105-0104) to the new “Diversity and Inclusion” account (1702-105-XXXX);

Be it further enacted by the Senate of the Associated Students, line item “Professional Salaries” from the “ASUN Center for Student Engagement” account (1702-105-0112) be reduced by \$9,000.00;

Be it further enacted by the Senate of the Associated Students, a line item titled “Assistant Director” be created under the “Diversity and Inclusion” account (1702-105-XXXX) and be increased by \$3,000.00;

Be it further enacted by the Senate of the Associated Students, a line item titled “Commissioners” be created under the “Diversity and Inclusion” account (1702-105-XXXX) and be increased by \$6,000.00;

Be it further enacted by the Senate of the Associated Students, line item “Fringe” be reduced in the “Executive Board” account (1702-105-0104) by \$75.00;

Be it further enacted by the Senate of the Associated Students, Professional “Fringe” be reduced in the “ASUN Center for Student Engagement” account (1702-105-0112) by \$135.00;

Be it further enacted by the Senate of the Associated Students, a line item titled “Fringe” be created under the “Diversity and Inclusion” account (1702-105-XXXX) and increased by \$210.00.

Adopted in Senate on August 9th, 2017

Attest:

Hannah Jackson, Speaker of the Senate

Noah Teixeira, President of the Associated Students

I certify that this Act originated in the Senate.

Andrea Godoy, Secretary of the Senate

CHAPTER 207: Department of Diversity and Inclusion

SECTION 01: ESTABLISHMENT

There is hereby established a Department of Diversity and Inclusion, to be commonly known as ASUN Diversity and Inclusion, as an executive department of the Association.

SECTION 02: MISSION

The primary mission of the Department is to:

- a) Create and maintain spaces for students, faculty, administration, and staff members to safely discuss and learn about diverse and under-represented populations
- b) Plan and program various events, initiatives and activities both on and off campus that divulge student learning on unique, diverse topics ranging from, but not limited to: race, culture, LGBTQIA+, internationalism, socioeconomic status, disabilities, and religion.
- c) To track University, local, state, and federal policy to ensure that under-represented students are represented fairly.
- d) Encourage activism of under-represented groups on campus to create a more accepting and positive campus culture for people of all backgrounds.
- e) Other matters properly relating thereto

SECTION 03: STRUCTURE

The Department of ASUN Diversity and Inclusion shall consist of a Director, one Assistant Director, and 2 Diversity and Inclusion Commissioners.

SECTION 04: DIRECTOR

- a. IN GENERAL:
There shall be a Director of Diversity and Inclusion, appointed by the president, with consent of the senate.
- b. HEAD OF DEPARTMENT:
The Director is the head of the department and shall have direction and authority over it.
- c. DUTIES:
 - a. The Director shall chair and oversee the Department of Diversity and Inclusion.
 - b. The Director shall chair and oversee the Diversity Advisory Board, composed of representatives both on and on campus that represent diverse segments of the community.
 - c. The Director shall develop relationships with and meet regularly with leaders ranging from, but not limited to multicultural, religious, and social justice related student organizations.
 - d. The Director shall provide advice and recommendations to ASUN officers to create a more inclusive environment within the Association.

- e. The Director may delegate any of the Director's functions to any other officer, employee, or organizational unit of the Department.
- f. The Director must attend all University Affairs meetings or must designate the Assistant Director to attend in their absence.
- g. The Director shall present a new appointment to the Senate within the following two weeks of said committee or Senate meeting. If an executive appointment is reported unfavorably by the Senate committee on Oversight, if an appointee is not passed by the Senate, or if he or she is unable to find a qualified candidate within two weeks, the Director must present themselves to the Committee on Oversight and explain the circumstances.
- h. The Director shall meet at least once per semester with the University's Chief Diversity Officer.
- i. The Director shall appoint members of the Department to serve as liaison to the Center for Cultural Diversity, Disability Resource Center, Veterans Services, Office of International Students and Scholars, USAC, McNair Scholars, Dean's Future Scholars, Gear Up, and TRiO Scholars.
- j. Oversee the planning and coordination of said events.
- k. Serve on university committees relating to campus diversity and inclusion.
- l. Convey to the Senate of the Associated Students information and data related to the status of minority student enrollment and participation in campus activities.
- m. To have a report read or spoken into record at minimum every other Senate meeting.

SECTION 05: ASSISTANT DIRECTOR

a) IN GENERAL:

There shall be an Assistant Director of Diversity and Inclusion, nominated by the Director, with the consent of the Senate

b) DUTIES:

The Assistant Director Shall:

- 1) Help coordinate and oversee the logistics, programming, research, and policy analysis of the Department.
- 2) Run department meetings in the absence of or at the request of the Director.
- 3) In the case of the vacancy in the Office of the Director of the Department of Diversity and Inclusion, the Assistant Director shall act as Director until the appointment of a new Director.
- 4) Assist members of the Department in the planning and implementation of all Department events and initiatives.
- 5) Plan, organize, and execute the curriculum of the Diversity and Inclusion Internship program to include:
 - 1. Producing the education components to include sentiments such as: multicultural awareness, student activism, event planning, policy analysis, data analysis, time management, and leadership skills.
 - 2. Presentations or guest speakers that increase the learning mission of the program.

3. Coordinating a system where interns will report to the officer in the Department of Diversity and Inclusion that the Assistant Director deems appropriate.
- 6) Will serve as oversight and liaison to Diversity and Inclusion Interns
- 7) Review candidates for the Diversity and Inclusion Internship for eligibility with the assistance of the administrative faculty of the Center for Student Engagement.

SECTION 06: COMMISSIONERS

a) IN GENERAL:

There shall be two Diversity and Inclusion Commissioners, nominated by the Director, with the consent of the Senate

- i. There shall be a Commissioner of Social Justice and Policy
 1. There shall be a Commissioner of Social Justice and Policy, nominated by the Director, with the consent of the Senate.
 2. The Commissioner of Social Justice and Policy shall track University, local, state, and national policy that affect students, as well as research diverse and inclusive initiatives happening at other institutions. The Commissioner of Social Justice and Policy shall research and analyze policy and provide data for the Director to present to the Senate.
- ii. There shall be a Commissioner of Projects and Events
 1. There shall be a Commissioner of Projects and Events, nominated by the Director, with consent from the Senate.
 2. The Commissioner of Projects and Events shall coordinate and organize any events, initiatives, and efforts to educate students, faculty, and staff on diverse topics, and to empower under-represented students.

b) ADDITIONAL DUTIES:

- i. Commissioners shall act as liaisons between students that identify in diverse groups ranging from, but not limited to: race, culture, LGBTQIA+, internationalism, socioeconomic status, disabilities, and religion, as appointed by the Director.
- ii. Commissioners shall be responsible for highlighting and addressing issues to their specific breaches and plan their own events catering to their designated groups of people.
- iii. Commissioners shall be required to attend scheduled Department of Diversity and Inclusion meetings unless the presiding officer grants an excused absence prior to the meeting convening.
- iv. Commissioners shall mentor and educate Diversity and Inclusion Intern(s) that they may be assigned to.

SECTION 07: AUTHORIZATION OF APPROPRIATIONS

There is hereby authorized to be appropriated such sums as may be necessary for the support of the Department.

CHAPTER 509: DEPARTMENT OF Diversity and Inclusion INTERNSHIP PROGRAM

SECTION 01: ESTABLISHMENT

There is hereby established a Department of Diversity and Inclusion Internship Program.

SECTION 02: MISSION

ASUN views leadership as a valuable and necessary asset for each student to obtain. The Department of Diversity and Inclusion Internship Program works to uphold the mission and vision of ASUN by teaching students how to serve as a campus resource and clearinghouse for information the Department of Diversity and Inclusion. Interns better the university by executing the laws and functions related to the department.

SECTION 03: DEPARTMENT OF DIVERSITY AND INCLUSION INTERNS

a) IN GENERAL:

- (1) A Department of Diversity and Inclusion Intern serves as a volunteer and active learning individual, who is being educated and prepared to hold office in ASUN. All members of the Department of Diversity and Inclusion Internship Program, at the time of their approval and throughout their service, shall meet the general qualifications to hold office depicted by the ASUN Constitution.

b) DUTIES:

- (1) The duties of the Department of Diversity and Inclusion Interns shall include, but are not limited to, the following:
 - (a) At the discretion of the Assistant Director in charge, interns will volunteer at Department events, setting up the event, running the event, cleaning up after the event and all other matters of Department operations as necessary.
 - (b) Assist in research of policy and projects.
 - (c) Attend Department meetings, trainings and events.

SECTION 04: APPLICATION PROCESS

- a) Applications for the Department of Diversity and Inclusion Internship Program must be planned, organized, and ready to receive applications by June 1st of each year.
- b) Applications will open and close at the discretion of the Director.
- c) At the close of applications, the Director will review candidates for eligibility with the assistance of the administrative faculty of the Center for Student Engagement.

SECTION 05: APPOINTMENT OF DEPARTMENT OF DIVERSITY AND INCLUSION INTERNS

- a) The names of the eligible candidates for Department of Diversity and Inclusion Interns will be forwarded to the Director of Department of Diversity and Inclusion for placement on the next Department of Diversity and Inclusion meeting agenda.

- b) Candidates for the Department of Diversity and Inclusion Internship Program will be interviewed and approved by the Director of Diversity and Inclusion.
- c) Once approved by the Director of Diversity and Inclusion, candidates are now deemed Department of Diversity and Inclusion Interns and must carry out the duties of the position.
- d) The number of Department of Diversity and Inclusion Interns accepted into the program will be no more than four interns. No member of the department shall have more than one intern.

SECTION 06: REMOVAL

- a) In the event a Department of Diversity and Inclusion Intern fails to execute the duties of the position, the Department of Diversity and Inclusion Intern may be removed from the position by recommendation of any member of the Department of Diversity and Inclusion and at the discretion of the Director of Diversity and Inclusion.
- b) Department of Diversity and Inclusion Interns may resign as a Department of Diversity and Inclusion Intern by submitting a resignation letter to the Director of Diversity and Inclusion effective immediately.

SECTION 07: CURRICULUM

- b) The Assistant Director of Diversity and Inclusion shall plan, organize, and execute the curriculum of the Department of Diversity and Inclusion Internship Program to include:
 - 1) Producing the education components to include sentiments such as: multicultural awareness, student activism, event planning, policy analysis, data analysis, time management, and leadership skills.
 - 2) Presentations or guest speakers that increase the learning mission of the program.
 - 3) Coordinating a system where interns will report to the officer in the Department of Diversity and Inclusion that the Assistant Director deems appropriate.