

SL&L Diversity Audit Checklist

	Met	Unmet	In Progress	NA/ Unknown
Department Purpose				
1. The purpose statement of your department clearly addresses issues of diversity and multiculturalism.				
Leadership and Advocacy				
2. Women, persons of color, and members of other underrepresented populations are in positions of leadership within the department.				
3. Directors view advocacy for diversity and multiculturalism on campus as part of their role and function.				
4. Directors collaborate with faculty and others to advocate for a positive campus climate with regard to diversity.				
Policies				
5. The department has created and distributed to all students clearly articulated policies and procedures relevant to a diverse student population (e.g., HIV, AIDS, sexual assault, sexual harassment, bias incidents, nondiscrimination on the basis of race, ethnicity, religion, age, sexual orientation, nationality, etc.).				
Recruitment and Retention				
6. Staffing patterns within the department reflect campus demographics and diversity.				
7. Women, persons of color, and members of other underrepresented populations are actively recruited for staff and student positions within the department.				
8. Directors actively assist the institution in efforts to recruit and retain a diverse student population.				
9. Multicultural competencies (i.e. attitudes, knowledge, and skills) are a hiring criterion for staff and student positions within the department.				
10. Performance evaluations of department staff and student workers include a review of their contributions to creating a multicultural organization.				
Expectations for Multicultural Competency				
11. Directors possess multicultural competencies appropriate for their role and function.				
12. Directors are knowledgeable about the specific cultural competencies that have been delineated for their particular discipline.				
13. Directors are knowledgeable about the standards of ethical practice with regard to multiculturalism within their particular discipline.				

Expectations for Multicultural Competency				
14. Directors take responsibility for continuously developing and enhancing their multicultural competencies by remaining current on the professional literature and by availing themselves of training opportunities.				
Multicultural Competency Training				
15. Support staff, including office managers, clerical staff, and student workers, are systematically trained in multicultural awareness.				
16. Funds are available for professional development opportunities with regard to multiculturalism (e.g., inviting trainers to campus, attendance at conferences, off-campus training, etc.).				
Scholarly Activities				
17. Directors engage in research, writing, and professional presentations on multicultural issues.				
18. Financial and administrative support are available for directors to engage in scholarly activities pertaining to multicultural issues.				
Student Activities and Services				
19. Student programs are planned and designed to meet the needs of a diverse student population.				
20. Student programming includes the systematic development of leadership skills in people who are female, members of an ethnic/racial minority, physically disabled, and members of other underrepresented student groups.				
21. Annual programming for students reflects an appreciation for diversity and addresses multicultural issues (i.e., new student orientation, black history month, women's history month, minority career day, disabilities awareness day, etc.).				
22. Directors and department staff actively support and attend campus events that celebrate diversity.				
23. Programs offered by the department are physically accessible and provide interpreters for hearing impaired persons and bilingual translators when needed and/or appropriate.				
24. All department publications, including office brochures, flyers, resource guides, and announcements, are multiculturally sensitive in use of language, photographs, and illustrations.				
25. Student groups and organizations overseen by the department are multiculturally sensitive in their distribution of printed materials, such as advertisements and flyers.				
Physical Environment				
26. All offices and spaces used by the department are physically accessible.				

Evaluation				
28. Department goals are reviewed annually with regard to multiculturalism.				
29. The effectiveness of multicultural programs, strategies, and interventions is systematically evaluated.				
30. Evaluation of department services includes a multicultural component.				