

February 6, 2004

TO: President's Diversity Appraisal Steering Committee

FROM: Harlan Patterson
Vice Provost for Planning & Budgeting

RE: Diversity Appraisal Summary Report

The Office of Planning & Budgeting is comprised of the following offices:

Vice Provost – Harlan Patterson
Budget Office – Gary Quarfoth, Associate Vice Provost & Budget Office Director
Capital & Space Planning Office – Colleen Pike, Acting Director
Office of Institutional Studies – Phil Hoffman, Director

Our website link is: <http://www.washington.edu/admin/pb/home>.

Below is a summary report from the Office of Planning & Budgeting around the following diversity target areas as requested.

1. Student Access & Opportunities
2. Student Development & Retention

The Office of Planning & Budgeting is responsible for providing the allocation of funds, budgeting, and capital support for the following areas which have diversity objectives:

- Financial Aid – especially Undergraduate
- Endowment Matching Initiative – Central Administration Contribution is \$20 Million
- Capital & Space Support – GBLT and Ethic Cultural Center

3. Engagement with External Community

- No significant role with a diversity focus or objective

4. Staff & Administrative Diversity

In looking at our Workforce Profile from the Equal Opportunity Office, the following observations can be made:

- Our Female/Male gender mix appears to be meeting affirmative action goals;
- Our office is under-represented in the following origins: Black/African American, American Indian/Alaska Native and Hispanic.

- How might we reach people of these origins?

Goal: More targeted advertising in our recruitments – publications, newspapers; work with Equal Opportunity Office to help meet our goal.

5. Faculty Diversity

- The Office of Institutional Studies is deeply involved in providing statistical information to departments that will help them meet their diversity goals.
- As an administrative unit, this target area does not directly apply to the Office of Planning & Budgeting. However, through the budget process funds are allocated to the units, both academic and administrative, to support diversity, recruitment and retention goals across campus.

6. Curriculum & Research

- No significant role

7. Climate

- Planning & Budgeting Employee Survey
 - Planning & Budgeting conducted an employee survey in June 2001. The results show that staff enjoy the people they work with and the office environment despite outdated systems on campus and managers' lack of clear communication of job objectives/expectations and recognition of a job well done.
- Planning & Budgeting Office Diversity
 - The staff do represent a significant mixture of gender, race and sexual orientation in what appears to be a collegial, supportive and accepting environment.