

DEI Template for Action Plans  
[SAMPLE Unit] for Academic Year 202X-2X

**SAMPLE Area of Impact:** Make significant progress on diversity and inclusion in staff/administrator recruitment and hiring similar to the faculty diversity initiatives on recruitment and hiring. [Example: refer to Goal 1b, 1c]

**SAMPLE Goal:** Attract and retain diverse and experienced team members who execute policies and practices that incorporate the needs, viewpoints and assets of our diverse campus communities.

<b>SAMPLE Objective</b>	<b>SAMPLE Activity</b> (may populate with items from CCDEI Toolkits)	<b>Owner/lead</b>	<b>Timeline</b>	<b>Key Performance Indicators</b> (Please see KPI assessment on CCDEI web page)
Develop a working group within the college DEI committee that focuses on recruitment and hiring				
Develop activities that support retention of staff	<ul style="list-style-type: none"> <li>Publicize Employee Affinity Groups</li> </ul>			