

U C IRVINE

LESBIAN, GAY, BISEXUAL RESOURCE CENTER
UNIVERSITY OF CALIFORNIA, IRVINE

FACT SHEET

HISTORY

The creation of UCI's Lesbian, Gay, Bisexual Resource Center was the result of recommendations made by the Chancellor's Advisory Committee on the Status of Lesbians and Gay Men and the Gay, Lesbian, Bisexual Student Union over an eight year period. On March 11, 1994 former Vice Chancellor of Student Affairs, Horace Mitchell met with the LGB community and announced that a Resource Center would be established at UCI and a full time position would be funded to staff the Center. A job description was developed, submitted to personnel and subsequently classified at SAO IV level. In Winter quarter, 1995, Pat Walsh was selected as Director and 106 Gateway Commons was designated as the Center's facility. The Lesbian, Gay Bisexual Resource Center opened its doors for the first time, Spring quarter, 1995.

DESCRIPTION OF FACILITY: (Approximately 955 square feet)
The Lesbian, Gay, Bisexual Resource Center (LGBRC) is located on bottom floor of Gateway Commons, facing out toward Aldrich Park. The facility has a reception area, a conference room and three (3) offices.

The entrance of the Center opens to a reception area with a couch, chairs and coffee table, information racks for current publications and community announcements and reception desk. Behind the reception desk are 3 computer stations, a small desk top copier and cabinets.

The offices provide workspace for the Director, the LGB Peer Counselors and student staff and the Gay, Lesbian Bisexual Student Union (GLBSU).

The conference room (approximate capacity 30) is used for community meetings, LGB related classes, student discussions and study. It also holds a small library of LGB books and periodicals.

DESCRIPTION OF SERVICES:

The LGB Resource Center provides programs, workshops, colloquia and consultation intended to raise campus awareness regarding LGB issues and heterosexism. With annual events such as the National Coming Out Project the Center fosters LGB pride, breaks down stereotypes and celebrates diversity within the community. The Center co-sponsors the UCI Peer Counseling Program for LGB Issues, provides leadership training and volunteer opportunities and workshops for undergraduate and graduate students.

The Center furnishes meeting space, support and a growing list of resources for the activities of the Gay, Lesbian, and Bisexual Student Union (GLBSU); UCI Peer Counselors for LGB Issues; Asian Queers; Faculty-Staff Network; and emerging groups. It offers classroom space for courses and seminars related to gay, lesbian, bisexual and queer studies.

PROFESSIONAL STAFF:

The Director of Lesbian, Gay, Bisexual Resource Center is responsible for the daily operation of the Center. Job Classification is Student Affairs Office IV. Funded 100%, 12 mo. year.

(See job description)

Reporting structure: The Director of the LGBRC reports to the Associate Dean of Students, who reports to the Dean of Students, who reports to the Vice Chancellor of Student Services.

Note: Other units which also report to the Dean of Students are the Cross Cultural Center, Disability Services; International Center and the Center for Women and Gender Education.
(See organizational chart).

STUDENT STAFF

Student staff, volunteers and interns play a vital role in the daily operation of the Center. Students provide visitors with resource material, coordinate educational programs, produce Center publications, and assist with daily office functioning. Their work is supervised and coordinated by the Director. Approximately 14 students have routine Center responsibilities.

One (1) student is employed as a Student Assistant 15 hours week to assist Director with clerical and accounting responsibilities and to provide some reception assistance (answer phones, greet guests).

Two (2) students serve as program interns approx 10 hours week. Each receive stipends of \$1000 year. (One position is funded by DOS office; the other is funded by our Center.) Responsibilities are to produce educational programs, materials, produce newsletter, provide reception coverage.

One (1) student serves as the Administrative Intern at the Center approx 10 hours a week. Student is a participant in the Undergraduate Administrative Intern Seminar, a 4 unit three quarter graded course through the Graduate School of Management.

Two (2) volunteers provide the Center with reception coverage and work on special projects. Other volunteers provide support on an as needed/as available basis. Volunteers are eligible to receive Student Participation credit through University Affairs; 1.3 units; pass/not pass; fall winter, spring quarters.

Eight (8) Peer Counselors for Lesbian Gay, Bisexual Issues provide students with peer support during drop-in hours at the Center, provide office coverage, and facilitate workshops and discussion groups in classrooms and residents halls. Students who were selected as Peer Counselors participate in 4 unit course per quarter, requiring full year commitment; fall, winter, spring quarters; Women Studies 155. Seminar focuses on lesbian, gay, bisexual psychology and social issues. Training includes skills in basic counseling and listening, workshop design and delivery, leadership and community outreach.

BUDGET

The LGB RC is funded by the Office of Vice Chancellor of Student Services and the Office of the Dean of Students. Career salary is from Vice Chancellor's office (\$48,726 and 33% benefits). Operational budget is from Dean of Students Office.

Operating and Program Budget for 1994-95

Fiscal year, beginning Spring Quarter, 1995:

The Center was allocated an initial budget of \$6300. Allocation was intended a) to cover purchase of initial equipment and supplies in order to establish the new facility as an office b) to cover operating and programming expenses until the end of the fiscal year.

Operating and Program Budget for 1995-96

Fiscal year, July 1, 1995 to June 30, 1996:

The Center was allocated \$8000 for office supplies and equipment, upkeep of the facilities, clerical support, student staff and programming.

Student assistant salary	4,100
Student intern (1)	1,000
Supplies and equipment	2,400
Programs	500

Note: The budget provisions for clerical and programmatic support are minimal. The Center's functions and the Director's responsibilities require a higher level of administrative and programmatic support than is available with student positions.

Currently, a student assistant is employed approximately 15 hours a week to assist Director with clerical and accounting responsibilities and to provide some reception assistance (answer phones, greet guests). Although Center interns, volunteers and student staff play vital role in the Center's functioning, their responsibilities are understandably limited.

ADDITIONAL FUNDS NEEDED FOR:

Staff: Administrative Assistant 111
 Student Affairs Office 11 (programmer)

Equipment: Computer equipment comparable to other student
 service offices.

Supplies: Library, reproduction costs.

Programs: Speakers, student leadership development.

EXAMPLES OF DONATIONS AND IN-KIND CONTRIBUTIONS:

The LGB RC has been able to make as much progress as it has due to donation of supplies and in-kind services.

Office furniture and computer equipment was donated by other offices who were upgrading their inventory.

Center does not incur direct cost for use of the facility, which reduces our overhead costs.

The educational environment provides opportunity for consultation and collaboration with other professional staff and units in Student Services and Academic Affairs.

Counseling Center psychologist teaches Peer Counseling Program

Opportunities for collaboration with numerous glbt organizations on campus, within the UC system, in Orange Co., regionally and nationally.

SOME PAST EVENTS OFFERED BY THE CENTER

* Direct support was provided in Spring, 1995 to the GLBSU "Out and about week." This support included workshop facilitation, assistance with publicity and coordination of speakers and topics, and general consultation.

* Coordinated end of the year appreciation event to honor those who made significant contributions to LGB issues during the academic year, June, 1995.

* Co-hosted Human Rights Campaign Fund event featuring Candace Gingrich and Elizabeth Birch, July 12, 1995. Received "Outstanding Event of the Year Award" from Orange County's Federation of Lesbian, Gay Organizations.

* Co-founded new organization "Southern California Campus Coalition", network of LGB campus groups. Hosted meetings at Center on August 21, 1995 and January 22, 1996. Coalition continues to meet and grow.

* Coordinated plans for various UCI faculty, staff, and student LGB groups to march in the parade and staff the UCI booth at the Orange County Cultural Pride Festival held at UCI on August 12-13.

* During Fall, 1995 organizing a Coming Out Week celebration which included workshops, educational advertisement in the New U. town hall meeting, movies, information booth, and entertainment.

* Hosted the University of California Lesbian, Gay, Bisexual Association steering committee meeting, November 15, 1995.

* Participated in NGLTF 1995 Creating Change Conference in Michigan. Attended meeting of Campus Directors.

* Provided classroom presentations and seminars on LGB issues throughout Fall and Winter quarter, 1995-96

UNIVERSITY OF CALIFORNIA, IRVINE

POSITION: Director of the Lesbian, Gay, Bisexual Resource Center

JOB RESPONSIBILITIES:

Programming/ Education:

- 1) Conceptualizes, implements, and assumes overall responsibility for a wide range of program offerings intended to maximize the use of the LGB-RC by the campus community. Programs include workshops, colloquia, and presentations intended to raise campus awareness regarding LGB issues and heterosexism.
- 2) Maintains a thorough knowledge of University policies and procedures. Interprets these regulations to LGB-RC staff, LGB organizations, and LGB affiliates. Remains apprised of all appropriate changes in University-wide policies.
- 3) Initiates and encourages outreach to appropriate campus units (Counseling Center, Cross Cultural Center, The Center for Women and Gender, DSS, Health Education, Housing, Student Health, etc.) in efforts to address the needs and concerns of the LGB community. Insure LGB-RC participation in annual campus events (i.e. Celebrate UCI, O-Week, SPOP, Rainbow Festival, GALA Week).
- 4) Responsible for the development, training and supervision of the LGB Speakers' Bureau.
- 5) Responds to campus requests for lectures, panels, resources on LGB issues.
- 6) Serves as campus resource to campus administrators on policy and procedural matters which concern the LGB community.

Administrative:

- 1) Independently responsible for the effective administrative operation of the LGB-RC. This includes the development and implementation of goals and objectives and policies and procedures in accordance with recommendations of the LGB-RC staff, Advisory Board, and affiliates of LGB-RC.
- 2) Writes reports and correspondence as needed and requested.
- 3) Supervises the development of LGB-RC resource material and library.
- 4) Oversees the publication of campus newsletters on LGB-RC issues. In conjunction with the Public Information Office, oversees publicity releases and press releases intended to promote programs and services sponsored by the LGB-RC.

Supervision:

- 1) Supervise the daily operation of the LGB-RC. Supervise the activities of the LGB Speakers' Bureau and GLB Peer Counseling.
- 2) Recruit, select, and train as necessary LGB-RC staff (i.e. Administrative Assistant, Student Interns, Student Staff, Peer Counselors, and Volunteers).

Fiscal Resources:

- 1) Responsible for appropriate budget function responsibilities of the LGB-RC.
- 2) Design and implement resource development program involving the Orange County LGB Community and UCI Advancement Office.
- 3) Develop program of planned giving, fundraising, benefit events, and other fundraising activities.
- 4) Responsible for seeking and developing appropriate grant proposals to public and private agencies for funding LGB projects.

University of California, Irvine
Lesbian/Gay/Bi-Sexual Resource & Research Center
Prospect Paper

Statement of Need

Think back to your first days in college. Try and remember how it felt to be in a new environment, trying desperately to fit in yet feeling so very different from everyone around you. The experiences that many young lesbian/gay/bi-sexual (LGB) college students face today are still very much the same. Feelings of confusion, shame, guilt, fear, low self-esteem, and disconnectedness are all too real experiences for many LGB college students.

Our goal at UCI is to create and preserve a campus atmosphere that offers equal learning opportunities for all students. UCI has identified that for many LGB students this equal opportunity does not exist.

UCI LGB Population

Although there have been no studies which have assessed the numbers of lesbian and gay students on college campuses, the Kinsey estimate of ten percent of a given population is one which is commonly cited. This means that on the UCI campus, there are at least 1700 students who are lesbian and gay. This number does not include bisexual students, or LGB faculty and staff at UCI.

Alcohol, Substance Use, and Suicide Risk Among LGB Youth

In a paper on lesbian and gay climate at UCLA, Dr. Curt Shepard writes, "the college years are a time during which many students explore and/or come to terms with their sexuality." Shepard found that non-heterosexual students at UCLA are significantly more likely to experience feelings of loneliness, alienation, and fear than those who identify as heterosexual.

Those feelings often contribute to the high rate of alcohol and substance use among LGB youth. It is estimated that alcohol and drug use in the LGB community is higher than use in the non-LGB community. Excessive drinking or drug use often serve to cover for a person's social anxiety or uncomfortable feelings associated with being lesbian, gay, or bi-sexual.

Research also suggests that suicide rates for LGB youth are higher than for non-LGB youth. Sexual orientation issues aside, college life is stressful for all students. Stressors include academic pressure, financial pressure, and loss or changes in relationships with family and peers. For the young lesbian, gay, or bi-sexual person, concerns about sexual identity can be overwhelming and can exacerbate other developmental tasks. Indeed, research has found that lesbian and gay young adults are 2-6 times more likely to attempt suicide than young heterosexual adults of the same age.

Homophobia/Hate Crimes on College Campuses

Reports from many colleges across the country reveal that LGB students experience a range of verbal and physical assaults which exceed that of other minority groups on campus. Further compounding this problem is that often times LGB students are unwilling to report such incidents because they do not consider campus student services or safety staff to be sensitive to these issues.

Substantial anecdotal evidence collected through informal interviews suggests that homophobic attitudes—expressed through jokes, comments, and graffiti—pervade the student body here at UCI as well. These incidents and attitudes must be considered within the national societal context as documented in yearly reports by the National Gay and Lesbian Task Force (NGLTF). NGLTF reports

that hate-motivated crimes against homosexuals are on the rise. According to the NGLTF, 1300 of the 7000 gay bashings reported in 1989 occurred on college campuses. This figure comes from data collected from only 40 schools. Studies at Yale, Rutgers, and Pennsylvania State University found these acts to be disturbingly commonplace. Among those surveyed, approximately one in twenty students had been physically assaulted because of their sexual orientation; 16% to 25% had been threatened with violence, and 55% to 72% had been verbally harassed.

Retention and Matriculation Rates of LGB Students are Affected by Campus Climate

Retention and matriculation of LGB students to graduation is of paramount concern at UCI. Although research that examines the retention of LGB students to graduation is not available, a report out of UC Berkeley in 1990 reveals that "the likelihood of student's staying in college and making progress toward a degree depends, to a considerable extent, on whether the student feels that he or she belongs *somewhere* on that campus." Somewhere is emphasized because "studies suggest that a student need not feel wholly comfortable with the dominant campus culture, but that he or she needs to find a niche, however small." A campus community that is strong and cohesive, that values *all* of its students, and provides appropriate educational support services is more likely to sustain students in their educational pursuits resulting in higher retention and graduation rates.

Building Campus Community

UCI, with its already progressive stance on issues of multiculturalism, is well suited to implement advocacy and outreach efforts for the LGB community. UCI already has in place a number of policies and programs which affirm diversity, acceptance, and pluralism. UCI's non-discrimination statement includes sexual orientation. The campus is home to an active LGB student organization, an active LGB faculty/staff organization, and an active Chancellor's Advisory Committee on the Status of Lesbians and Gays. UCI's Housing Department has developed a progressive Housing Advocates Program to provide advocacy assistance to LGB residents. And, UCI has established an endowed ~~chair~~ ^{fellowship} for Lesbian and Gay ~~Studies~~ ^{Students}.

Lesbian/Gay/Bi-Sexual Resource & Research Center Concept

To further foster an inclusive and supportive campus climate for all students, UCI is proposing to establish a campus Lesbian/Gay/ Bi-Sexual Resource & Research Center (LGB Center). The LGB Center will be modeled after existing centers on campus including the Womens Resource Center and the Cross Cultural Center. UCI's vision is to one day have a freestanding facility on campus that houses all of the LGB Center's programs and activities. The goals of the LGB Center include:

- providing support services and programs for the campus LGB community,
- providing education and outreach services and programs for the entire campus community,
- creating opportunities for LGB academic courses, endowed chairs, scholarships, and research,
- servng as source of information and assistance for the UCI and surrounding communities,
- servng as a model program for other colleges and universities.

Implementing and funding a program of this nature will require that components of the LGB Center concept be phased in as funding becomes available and the Center establishes credibility in the campus and surrounding community. UCI proposes to initially establish the staffing and service components of the LGB Center. Once established and securely funded, efforts will be focused on developing the academic and research activities followed by development work focused on creating a freestanding facility on campus. What follows is a discussion of UCI's vision for the service and outreach education efforts of the LGB Center.

Staffing

LGB Center Director

The LGB Center will be staffed with a full time director who will be responsible for managing all facets of the Center's operations including program development, delivery, and evaluation, budget management, and supervision of staff and volunteers. The ideal director will have campus student affairs experience, program planning and delivery experience, and training and development skills.

LGB Administrative Assistant

An administrative assistant will serve as support staff to the LGB Center Director. The administrative assistant will serve as office manager and will coordinate and provide clerical services for the center.

Student Programmers

Two student assistants will be hired on a part time basis to assist in the delivery of services. The student programmers will be responsible for coordinating special programs and outreach services and will assist in providing staff support for the center. The Student Programmers will have the opportunity to develop valuable skills in a supportive on the job training atmosphere.

Volunteers

Student volunteers will be recruited to provide support and assistance to LGB Center staff. Volunteers will receive academic credit for their participation in the program. Students may serve as speakers bureau representatives, student programming board representatives, peer counselors, or general resource assistants in the LGB Center.

Facility

UCI will identify an appropriate existing space to house the LGB Center. Ideally, the LGB Center will serve as a safe space for members of the campus LGB community. Additionally the LGB Center will provide office space for professional, student, and volunteer staff, as well as office space for the LGB Student Union, the LGB Faculty and Staff Network, and the Chancellor's Advisory Committee on the Status of Lesbians and Gays.

Programs and Activities

Peer Counseling

Often times, students struggling with their sexual identity will find it difficult to approach and/or access a professional counselor for assistance. Peer Counselors can help fill a need and bridge that gap for these students. The Peer Counseling Program will train students to provide general assistance and support to students facing issues related to lesbian/gay/bi-sexual identity. Coordinated in conjunction with UCI Counseling Center staff, peer counselors will be trained and supervised by a licensed psychologist.

Speakers Bureau

In an effort to improve campus climate, a speakers bureau program will be established to outreach and educate the campus community on issues of sexual orientation. Interested LGB students and staff will be trained to present talks and workshops to campus lectures, residence halls, and club and organization meetings. Scheduling and marketing will be coordinated by LGB Center staff.

Drop-in/Call-in Consultation and Referral

LGB Center staff and peer counselors will be available to provide drop-in/call-in consultation and referral to students, staff, faculty, and community members in need. A standard intake protocol will be developed and a comprehensive list of campus and community resources will be compiled.

Special Events/Campus Outreach

To further outreach and educate the campus community on issues of sexual orientation, the LGB Center will coordinate a number of special events and programs on campus including National Coming Out Day, LGB Awareness Week, and the Orange County LGB Film Festival. Additionally, the LGB Center will participate in a wide variety of campuswide special events and activities including Welcome Week, Celebrate UCI, Fall into Health Week, the Rainbow Festival, and others.

Resource Lending Library

The LGB Center will house a Resource Lending Library for use by students, staff, faculty, and the surrounding community. Journals, books, videos, news magazines, and brochures will be available in the Lending Library.

Budget

Attached is a proposed project budget for fiscal year 1994-95 (July 1, 1994-June 30, 1995) totalling \$96470. The proposed budget includes \$7000 in one time start-up costs that would not be required in subsequent years.

University of California, Irvine
 Lesbian/Gay/Bi-Sexual Resource & Research Center
 Annual Budget Proposal

Salary

Director (100%, 12 month)	35100
Benefits (26% of salary)	9334
Administrative Assistant I	21888
Benefits (26% of salary)	5690
Student Assistant III (6.65/hr. @ 300 hours)	1995
Student Assistant III (6.65/hr. @ 300 hours)	1995

76002

Supplies and Expenses

Telephone Equipment (2 lines with voice mail)	532
Telephone Usage	720
Fax Machine Telephone Line	336
Fax Machine Usage	120
Electronic Mail/Computer Account/TAU Unit	360
Office Supplies	1200
Duplicating	600
Postage	600

4468

Programs/Special Events

Peer Counseling	1000
Speakers Bureau	1000
Lending Library	1000
Outreach	1000
National Coming Out Day	1000
L/G/B/ Awareness Week	1000
Film Festival	1000
Participation in Campus Events	1000
Misc. Program Support	1000

9000

Start-Up Expenses (One Time)

Fax Machine	500
Computer/Printer/Software	4000
Office Equipment	2500

7000

Total

96470

LESBIAN, GAY, BISEXUAL RESOURCE CENTER
UNIVERSITY OF CALIFORNIA, IRVINE

106 Gateway Commons
Irvine, CA 92697
(714) 824-3277
<http://www.uci.edu/~lgbtrc/>

Background

The creation of UCI's Lesbian, Gay, Bisexual Resource Center was the result of recommendations made by the Chancellor's Advisory Committee on the Status of Lesbians and Gay Men and the Gay, Lesbian, Bisexual Student Union over an eight year period. On March 11, 1994 former Vice Chancellor of Student Affairs, Horace Mitchell, met with the LGB community and announced that a Resource Center would be established at UCI and that a full time position would be funded to staff the Center. A job description was developed, submitted to personnel and subsequently classified at SAO IV level. In Winter quarter, 1995, Pat Walsh was selected as Director, and 106 Gateway Commons was designated as the Center's facility. The Lesbian, Gay, Bisexual Resource Center opened its doors for the first time, Spring quarter, 1995.

Description of Facility (Approximately 955 square feet)

The Lesbian, Gay, Bisexual Resource Center (LGBRC) is located on bottom floor of Gateway Commons, facing out toward Aldrich Park. The facility has a reception area, a conference room and three (3) offices.

The entrance of the Center opens to a reception area with a couch, chairs and coffee table, information racks for current publications and community announcements, and reception desk. Behind the reception desk are 3 computer stations, a small desk top copier and cabinets.

The offices provide workspace for the Director, the LGB Peer Counselors, and the student staff and the Gay, Lesbian, Bisexual Student Union (GLBSU).

The conference room (approximate capacity 30) is used for community meetings, LGB related classes, student discussions and study. It also holds a small library of LGB books and periodicals.

Description of Services:

The LGB Resource Center provides programs, workshops, colloquia and consultation intended to raise campus awareness regarding LGB issues and heterosexism. With annual events such as the National Coming Out Project, the Center fosters LGB pride, breaks down stereotypes and celebrates diversity within the community. The Center co-sponsors the UCI Peer Counseling Program for LGTB Issues; and provides leadership training, volunteer opportunities, and workshops for undergraduate and graduate students.

The Center furnishes meeting space and a growing list of resources for the activities of the Gay, Lesbian and Bisexual Student Union (GLBSU); UCI Peer Counselors for LGB Issues; Asian Queers; Faculty-Staff Network; and emerging groups. It offers classroom space for courses and seminars related to gay, lesbian, bisexual and queer studies.

Professional Staff

The Director of the Lesbian, Gay, Bisexual Resource Center is responsible for the daily operation of the Center. Job Classification is Student Affairs Office IV and is funded 100%, 12 mo. year. (See job description)

Reporting structure: The Director of the LGBRC reports to the Associate Dean of Students, who reports to the Dean of Students, who reports to the Vice Chancellor of Student Services.

Student Staff

Student staff, volunteers and interns play a vital role in the daily operation of the Center. Students provide visitors with resource material, coordinate educational programs, produce Center publications, and assist with daily office functioning. Their work is supervised and coordinated by the Director. Approximately 14 students have routine Center responsibilities.

One (1) Student Assistant assists Director 15 hours a week with clerical and accounting responsibilities in addition to providing some reception assistance (answer phone, greet guests). Also works on special projects.

Two (2) students serve as program interns approx. 10 hours week. Stipends \$500-1000 year. (One position is funded by DOS office; the other is funded by our Center.) Responsibilities are to produce educational programs and materials; provide reception coverage; and further web site development.

One (1) student serves as the Administrative Intern at the Center approx. 10 hours a week. Student is participant in the Undergraduate Administrative Intern Seminar, a 4 unit three quarter graded course through the Graduate School of Management.

Volunteers provide the Center with reception coverage and work on special projects. Other volunteers provide support on an as needed/as available basis. Volunteers are eligible to receive Student Participation credit through University Affairs: 1.3 units; pass/not pass; fall, winter, and/or spring quarters.

Eight to ten (8-10) Peer Counselors for Lesbian, Gay, Bisexual Issues provide students with peer support during drop-in hours at the Center, facilitate workshops and discussion groups in classrooms and residents halls, and provide office coverage. Students who were selected as Peer Counselors participate in 4 unit course per quarter (Women Studies 155), requiring full year commitment: fall, winter, spring quarters. Seminar focuses on lesbian, gay, bisexual psychology and social issues. Training includes skills in basic counseling and listening, workshop design and delivery, and leadership and community outreach.

Advisory Board

A 40-member Advisory Board to the LGBRC was created during the 1997-1998 school year. The Board's Official purpose is stated as:

"We envision a multi-purpose board that would advise the Director on programs, policies, goals and fiscal issues while providing outreach to the campus and surrounding community. The board will be composed of students, faculty, staff and individual community members. The Advisory Board would relate to the campus and non-campus community by building alliances to advocate for the LGBRC, generate fiscal support, strengthen and expand existing programs, and provide greater visibility for the activities of the Center."

The Board is currently composed of two committees. The first is focused on strengthening existing programs/services of the LGBRC and on developing plans for future programmatic growth. The second committee will concentrate on securing resources to insure the financial stability of the center, and on introducing members of the Orange County community to the center and its programs.

Budget

The LGBRC is funded by the Office of Vice Chancellor of Student Services and the Office of the Dean of Students. A temporary operational and program budget is allocated from Dean of Students Office.

Operating and Program Budget for 1994-95

Fiscal year, beginning Spring Quarter, 1995:

The Center was allocated an initial budget of \$6300. Allocation was intended a) to cover purchase of initial equipment and supplies in order to establish the new facility as an office and b) to cover operating and programming expenses until the of the fiscal year.

Operating and Program Budget for 1995-96

Fiscal year, July 1, 1995 to June 30,1996:

The Center was allocated \$8000 for office supplies and equipment, upkeep of the facilities, clerical support, student staff, and programming.

Operating and Program Budget for 1996-97

Fiscal year, July 1, 1996 to June 30,1997:

The Center was allocated \$8000 for office supplies and equipment, upkeep of the facilities, clerical support, student staff, and programming. The Vice Chancellor of Student Services allocated \$6000 for a UC LGBTA system-wide conference, hosted by the UCI LGBRC in Feb., 1997.

Operating and Program Budget for 1997-98

Fiscal year, July 1, 1997 to June 30,1998:

The Center was allocated \$8000 for office supplies and equipment, upkeep of the facilities, clerical support, student staff, and programming. Additional temporary funds will be allocated for an administrative assistant 12 hours week.

Note: The budget provisions for clerical and programmatic support are minimal. The Center's functions and the Director's responsibilities require a higher level of administrative and programmatic support than is available with student positions. Currently, student assistants are employed approximately 15 hours a week to assist Director with clerical and accounting responsibilities and to provide some reception assistance (answer phone, greet guests). Although Center interns, volunteers and student staff play vital role in the Center's functioning, their responsibilities are understandably limited.

Example of budget allocations:

Student assistant salary	\$4,100
Student intern (1)	\$1,000
Supplies and equipment	\$2,400
Programs	\$500

POSITION: Director of the Lesbian, Gay, Bisexual Resource Center

JOB RESPONSIBILITIES:

Programming/ Education:

- 1) Conceptualizes, implements, and assumes overall responsibility for a wide range of program offerings intended to maximize the use of the LGB-RC by the campus community. Programs include workshops, colloquia, and presentations intended to raise campus awareness regarding LGB issues and heterosexism.
- 2) Maintains a thorough knowledge of University policies and procedures. Interprets these regulations to LGB-RC staff, LGB organizations, and LGB affiliates. Remains apprised of all appropriate changes in University-wide policies.
- 3) Initiates and encourages outreach to appropriate campus units (Counseling Center, Cross Cultural Center, The Center for Women and Gender, DSS, Health Education, Housing, Student Health, etc.) in efforts to address the needs and concerns of the LGB community. Insure LGB-RC participation in annual campus events (i.e. Celebrate UCI, O-Week, SPOP, Rainbow Festival, GALA Week).
- 4) Responsible for the development, training and supervision of the LGB Speakers' Bureau.
- 5) Responds to campus requests for lectures, panels, resources on LGB issues.
- 6) Serves as campus resource to campus administrators on policy and procedural matters which concern the LGB community.

Administrative:

- 1) Independently responsible for the effective administrative operation of the LGB-RC. This includes the development and implementation of goals and objectives and policies and procedures in accordance with recommendations of the LGB-RC staff, Advisory Board, and affiliates of LGB-RC.
- 2) Writes reports and correspondence as needed and requested.
- 3) Supervises the development of LGB-RC resource material and library.
- 4) Oversees the publication of campus newsletters on LGB-RC issues. In conjunction with the Public Information Office, oversees publicity releases and press releases intended to promote programs and services sponsored by the LGB-RC.
- 5) Compiles statistics on hate crimes based on sexual orientation.
- 6) Initiates and prepares brochures, program publications, literature, and fact sheets. This includes preparation of copy, oversee layout and design, and coordination with appropriate units.
- 7) Assists with other administrative projects/duties as assigned.

Advocacy and Outreach:

- 1) Develop and maintain liaison relationships with key campus, system-wide, administrative, academic departments and student groups concerned with LGB issues. Represent the LGB-RC on administrative and advisory committees on campus and in the community (i.e. Housing Advocates, UCGLBA, CACSLG, OCCP).
- 2) As requested, represent the campus and the LGB-RC in the public forums on a variety of LGB issues that affect UCI and its relationship and standing in the Orange County Community.
- 3) Develop consulting relationships with administrative departments regarding institutional responses to LGB concerns (i.e. housing, sexual harassment, campus safety, student activities, Greek life, The Center for Women and Gender Education, Counseling Center).
- 4) Encourage existing campus and student services to adapt and respond to special needs and interest of the LGB community. Provide outreach to campus groups in the form of educational presentations. Provide consultation and training to other units (i.e. resident halls, Student Health, Student Activities, Cross Cultural Center) on heterosexism, LGB racial/ethnic issues, gender issues, and the special needs of the LGB community.

Crisis Intervention, Counseling, Referral/Consultation:

- 1) Crisis intervention, evaluation, and referral to appropriate campus and community resources (i.e. Counseling Center, Student Health, AIDS Education, UCIMC, OC Gay and Lesbian Community Center). Assist students by initiating linkages with campus and community resources as needed.
- 2) Research, compile, and keep updated campus and community referrals.
- 3) Provide initial counseling intervention or peer counselor support for students in distress.
- 4) Provide consultation assistance, current research data and resources for students, faculty, and staff regarding LGB issues.

Supervision:

- 1) Supervise the daily operation of the LGB-RC. Supervise the activities of the LGB Speakers' Bureau and GLB Peer Counseling.
- 2) Recruit, select, and train as necessary LGB-RC staff (i.e. Administrative Assistant, Student Interns, Student Staff, Peer Counselors, and Volunteers).

Fiscal Resources:

- 1) Responsible for appropriate budget function responsibilities of the LGB-RC.
- 2) Design and implement resource development program involving the Orange County LGB Community and UCI Advancement Office.
- 3) Develop program of planned giving, fundraising, benefit events, and other fundraising activities.
- 4) Responsible for seeking and developing appropriate grant proposals to public and private agencies for funding LGB projects.

**UCI Lesbian, Gay, Bisexual Resource Center Calendar of Events
Winter Quarter, 1998**

*For more information and updates, please contact the UCI LGB Resource Center at (714) 824-3277
or visit our website at www.uci.edu/~lgbtrc*

Weekly Events:

Daily

Peer Counselors now available at the LGBRC. One-on-one counseling, in which peers are able to provide support, information, and referrals about lesbian, gay, bisexual, transgender, and heterosexual issues. All are welcome. To make an appointment, drop by the Center, call (824-3277), or e-mail (LGBPeers@uci.edu).

Wednesdays 6:00-8:00

GLBSU Meeting

Thursdays 3:30 - 5:00

Coming Out Support Group. For more information, please contact Dr. Brad Compliment or Roxanne Uradomo at the Counseling Center, 824-6457.

This quarter only!

Thursdays 7:30

"Out on Screen: Queer Film and Video" at the Film and Video Center in the New Humanities Instructional Building 100. Time Changes: Jan. 8 - Opening Reception beginning at 7:00 P.M.; February 19 - Films will start at 9:30 P.M. following Torie Osborn. Call the Film and Video Center at 824-7418 or pick up the program at the LGBRC.

Special Events:

JANUARY 12 - 15

Martin Luther King Jr. Program of events -- See flyer at Cross Cultural Center.

JANUARY 16

8:00 P.M. Nixon Theater - School of Arts

Queer Expressions - A presentation of performances by nationally acclaimed and award winning Southern Californian artists Hung Nguyen and Danielle Brazelle, and their colleagues Denise Uyaahara and Alistair McCartney in one full evening performance. Their works explore and express the cultural and racial differences and commonality in the lesbian, gay and bisexual community. A forum with the artists will follow the presentation. Theater is on second floor above the sculpture studio, Building 720. Seating is limited -- Call the LGBRC at 824-3277 for reservation.

JANUARY 19

Administrative Holiday

JANUARY 21

Youth Lobby Day at Capitol Hill Sacramento - This is a day to empower and educate lesbian, gay, bisexual, transgender, queer, questioning and straight youth. For more information, see the web site at <http://www.lifelobby.org/home.htm>.

JANUARY 23

8:00 P.M. to 1:00 A.M. Emerald Bay Rooms A, B, C

GLBSU Formal!!! "A Fairy Tale" Ticket prices: \$8.00/each or \$14.00/couple. Dress code: Formal/Semi-Formal

Author: plwalsh@uci.edu at @UCSD
Date: 10/30/97 4:54 PM
Priority: Normal
TO: john white at ACADEMIC-AFFAIRS
Subject: Re: Need addresses to Mail you HAPL Brochures

----- Message Contents -----

John
Thanks for the offer to send brochures: See you in San Diego
Pat

Please send them to:
Pat Walsh, Director,
Lesbian, Gay, Bisexual Resource Center
106 Gateway Commons
University of California
Irvine, CA 92697-5125

Irvine
address

phone: (714) 824-3169 fax: 714-824-3412 email: plwalsh@uci.edu
LGBRC office phone: (714) 824-3277

> If your campus would like slick trifold brochures for UCSD HAPL
> conference on November 12, 1997, then please send me your US Mail
> mailing address and I will slip them into the mail right away.
>
> Thanks
>
>John O. White
>Associate Director
>Facilities & Financial Analysis
>Vice Chancellor-Academic Affairs
>JCSD
>La Jolla, CA 92093-0001
>(619)534-1231
>FAX: (619)822-0072
>jwhite@ucsd.edu

Pat Walsh,
Lesbian, Gay, Bisexual Resource Center
phone: (714) 824-3169
email: plwalsh@uci.edu

I support domestic partnership benefits for University of California
faculty, staff and students. If *you* do too, please add this phrase
to your email signature file, as we are trying to show the Office of
the President and the Regents how much support there is throughout
the University for this. The Regents will vote on the issue at their
November meeting at UCLA.

"It's a simple matter of justice." Harvey Milk

>-- Saved internet headers (useful for debugging)
>Received: from e4e.oac.uci.edu (e4e.oac.uci.edu [128.200.80.21]) by mail.ucsd.e
>Received: from [128.195.132.21] (pat.gcc.uci.edu) by e4e.oac.uci.edu with SMTP