

**OFFICE OF LGBTQI LIFE**

KC POTTER CENTER



# ANNUAL REPORT

SPRING 2022





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## Letter to Our Community:

We're proud of the work the Office of LGBTQI Life has accomplished in the academic year of 2021-22. The office faced unique challenges which included adjusting to major transitions, such as an entire rebuild of our leadership team and the gradual return to in-person events throughout the shifting dynamics of the pandemic.

These transitions were also a unique opportunity to renew our vision and commitment to Vanderbilt's LGBTQIA+ community. More specifically, since our mission provides resources and opportunities for our communities to thrive, we prioritized (1) increasing **accessibility** to needed services. This involved strengthening infrastructure and organizational processes so that information is consistent and streamlined, as well as revisiting fundraising strategies to make our center more physically accessible to *all* members of our community. We also focused on (2) serving **the most vulnerable and underrepresented in our communities**, by reviewing climate assessments and emphasizing intersectional programming.

While rebuilding our center and renewing our vision, we also continued to provide programming, initiatives, and resources to our LGBTQIA+ communities. In summary, from January to June of 2022, our center has provided educational, social, and wellness services for over 900 in-person students, faculty, staff, and wider Nashville community members.

This annual report only covers what was logged between the months of January and June of 2022 and does *not* include inquiries and services provided through phone, email, and off-campus requests.

### Community Members Served (Jan. 2022 – June 2022)

K.C. Potter Center Visitors	374
Workshop Attendees:	248
Program / Event Participants	278

You can continue to support by:

- Taking our [survey](#) to help us identify community needs
- Sharing our [social media posts](#)
- Signing up for our [newsletter](#)
- Making a [donation](#)

In closing, thank you for supporting the Office of LGBTQI Life as we strive to provide services and programming towards a more affirming campus and community.

# Introduction

## Spring 2022 Staff



**Stephanie Mahnke, Ph.D.**  
(she/her/hers)  
**Director**



**Kai Taylor-Deak, B.A.**  
(he/they)  
**Graduate Assistant**



**Libby Crew**  
(she/ her/hers)  
**Administrative Assistant**

## 2021 – 2022 Student Workers

Olivia Gordon  
Ji Hoon Haam  
Ellen Habteyonas  
Zane Hwang  
Elise Miller

Josefine Parker  
Alyxis Smith  
Sydney Stewart  
Simone Temple  
Ronni Tong



## Mission

*Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex Life at Vanderbilt University* is a cultural center, a place of affirmation for individuals of all identities, and a resource for information and support about gender and sexuality. LGBTQI Life serves all members of the Vanderbilt community — students, faculty, staff, and alumni — by creating educational, cultural, and social opportunities. The office also supports and advises LGBTQIA+ related campus groups and activities.



## Vision

We envision an affirming and inclusive environment wherein every member of the LGBTQIA+ community has equitable access to health, safety, and prosperity.



## Values

- Programming that is inclusive to the wide spectrum of gender and sexuality variations, as well as intersectional variations across race, national origin, immigration status, embodiment, age, language, socioeconomic status, and religion
- Services centered on the lived experiences of LGBTQIA+ people
- Leadership that is reflective of the people we serve
- Collaborative and community-centered approaches to addressing LGBTQIA+ needs



## Areas of Impact

**KCPC infrastructure** – hiring of leadership and centralization of protocols/processes

- *Hiring an Assistant Director and Program Coordinator*
- *Implement trainings and staff meetings*
- *Create foundational guides, such as onboarding processes and strategic plan*

**Belonging** – targeted outreach based on identified needs within the LGBTQIA+ community

- *Collect data to inform programming needs*
- *Create inclusive programming and educational resources based on best practices*

**Community outreach and engagement** – developing rapport with local organizations

- *Create intergenerational and interdepartmental programming*
- *Bring in LGBTQIA+ role models from wider community and industries*

**Access and opportunity** – physical and digital accessibility to LGBTQIA+ resources

- *Create fundraising strategies for accessibility renovations*
- *Create digital options for efficient and centralized access to resources*

**Collaborative campus partnerships** – interdisciplinary and interdepartmental collaborations to meet needs across LGBTQIA+ intersectional identities

- *Build campus partnerships across leadership, data-collection, heritage preservation, and medical programming*

**Communication** – centralized and streamlined processes for communicating with Vanderbilt and the Nashville community on LGBTQIA+ matters

- *Update and make consistent resources and marketing strategies across main communicative platforms*



## Program Data and Support

Due to the shift in leadership, programming for the 2021-22 year is only documented from January – June of 2022. Despite only half a year of activity with limited leadership, our Office is proud to have run 13 events with a cumulative total of 278 attendees across three areas of impact.

### Programs by Area of Impact

Table 1 presents the three areas of impact which included programming. Most of our events affected the area of belonging (50% of programs), and the most expensive programming also fell in the area of Belonging due to our major annual event, Lavender Ceremony.

**Table 1: Programs & Events by Area of Impact**

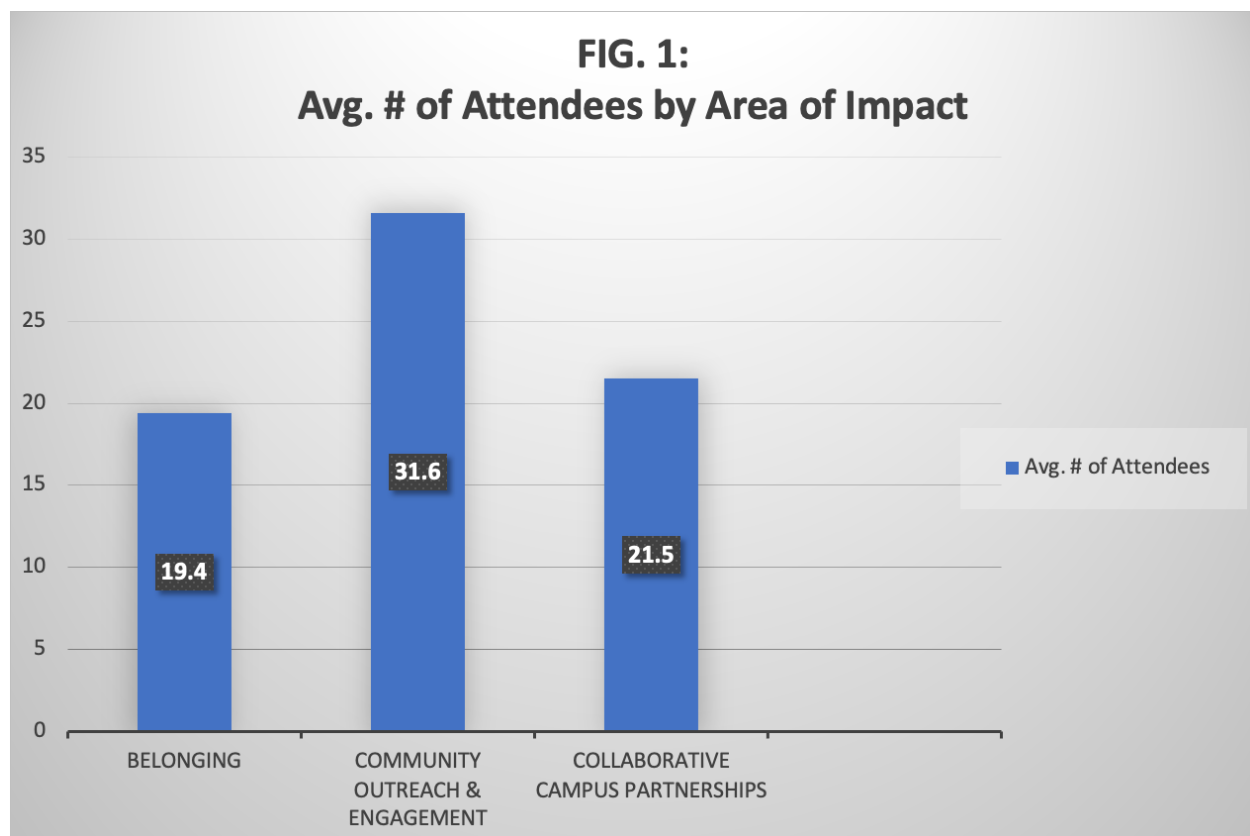
Area of Impact	Number of Programs	Percentage of Programs	Number of Collaborators	Attendees
<b>Belonging</b>	6	46%		
Queering Black History Month			0	N/A
Aromantic Poetry Night			0	7
Navigating a PWI as QTBIPOC			1	1
Audre Lorde Documentary			0	6
Lavender Ceremony			0	45
Pride Brunch			0	38

<b>Community Outreach and Engagement</b> Queer on the Inside: Grad School Queer on the Inside: Business Pride Rides	<b>3</b>	23%	2 2 0	8 17 70
<b>Collaborative Campus Partnerships</b> Leading Thru My Lens Queer Liberation Passover Seder Student Leadership Dinner: April Pride Outdoor Movie Night	<b>4</b>	31%	2 2 7 1	15 25 9 37
<b>Totals:</b>	<b>13</b>		<b>17</b>	<b>278</b>

### Program Attendees

Most of our attendees were Vanderbilt students. Of the three areas of impact, programming geared toward wider community outreach and engagement averaged the highest number of attendees (see fig. 1).

**Figure 1 – Avg. Number of Attendees Per Area of Impact**








## Organizational Development

The remaining three areas of impact focused on building and stabilizing the Office of LGBTQI Life's infrastructure and organizational processes.

**Table 2: Projects by Area of Impact**

Area of Impact	Project Descriptions	Collaborators	Timeline
<b>KCPC Infrastructure</b> 	Hire an Assistant Director	KCPC's GA, and ADs from Women's Center, BCC, and Religious Life	Completed
	Hire a Program Coordinator	Director	July 2022
	Bi-monthly KCPC Staff Mtgs	Director	Completed
	Leadership Onboarding Guide	Director	Completed
	Two-Year Strategic Plan	Director	Completed
	Staff Orientation Training	Assistant Director	Aug. 2022
Area of Impact	Project Descriptions	Collaborators	Timeline
<b>Access and Opportunity</b> 	Create a mobile app for personalized access to KCPC and VU resources	Director, CS Student Team	June 2022
	Create a Fundraising strategy and begin feasibility study for accessibility renovations	Director, AVC of EDI, DAR	June 2022
	Digital Activism Workshops	Director, SUNY Buffalo's Amatrix Digital Lab, Digital Commons	Oct. 2022
Area of Impact	Project Descriptions	Collaborators	Timeline
<b>Communication</b> 	Create a standby call script for KCPC front desk staff	Director, Assistant Director, and KCPC front desk staff	June 2022
	Create and implement a social media / marketing strategy	Director and Program Coordinator	July 2022
	Revive the newsletter for our listservs	Director	Completed





## Summary of Programmatic and Organizational Development

Looking across our areas of impact in relation to the two-year strategic plan, 14 out of 27 projects were completed between January and June of 2022. We're making strong progress towards completing our goals and expect the bulk of our projects will be completed and launched by the beginning of the 2023 academic year.

Given our findings from our programmatic data and organizational development, we will address the following challenges next year:

- **Gathering more detailed and accurate attendance data** – In next year's report, we'd aim to collect more detailed attendee information for a nuanced breakdown of who is coming to our events.
- **Revising program assessment strategies** – though collecting assessment and survey data is traditionally challenging, we'll increase opportunities and modalities for participant feedback both during and after programming, as well as document verbal feedback at the ends of workshops.
- **Increase collaborations to raise attendance and build communities** – by starting quarterly LGBTQIA+ student leadership meetings in the Fall of 2023 and increasing staff to collaborate across offices, we hope to establish more co-sponsorships and increase marketing across networks.





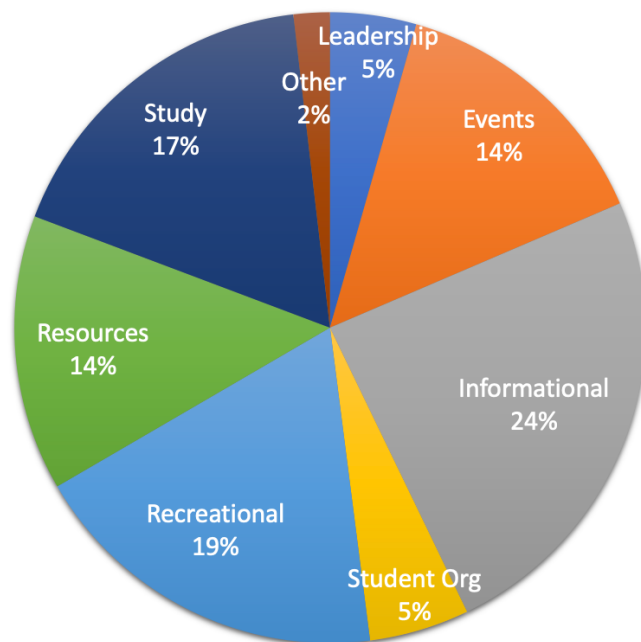
## Visitor Analytics

**Table 3** presents visitors who entered our center and does not count calls, emails, social media messages, or off-site requests. Based on visitors to the center alone, our Office has averaged 63 visitors per month. Most of our visitors came to the center with informational requests, followed by recreational use (see fig. 2).

**Table 3: Visitor Use of the KC Potter Center from Jan. – June 2022**

Use type	Number of visitors	Percentage of Resource Type Used
Meet with Leadership	19	5%
Events	60	16%
Informational	103	27.5%
Student Org	22	5.8%
Recreational	79	21.1%
Resources	60	16%
Study	74	19.7%
Other	8	2.1%
<b>Total:</b>	<b>374</b>	

**FIG. 2 : Percentage of Resource Type Used**



**Key:**

*Meet with Leadership* – visitors came in specifically to meet with leadership staff

*Events* – visitors came in as part of an event held at the center

*Informational* – visitors came in as part of a tour or to request information about LGBTQI Life

*Student Org* – visitors came in specifically for a student organization event/meeting

*Recreational* – visitors came in for general purposes of using the space, such as hanging out, cooking, etc.

*Resources* – visitors came in for resources, whether material resources (books, pamphlets, wagons, etc.) or in-person resources (drop-in hours, tutoring, etc.)

*Study* – visitors came in to study / do work

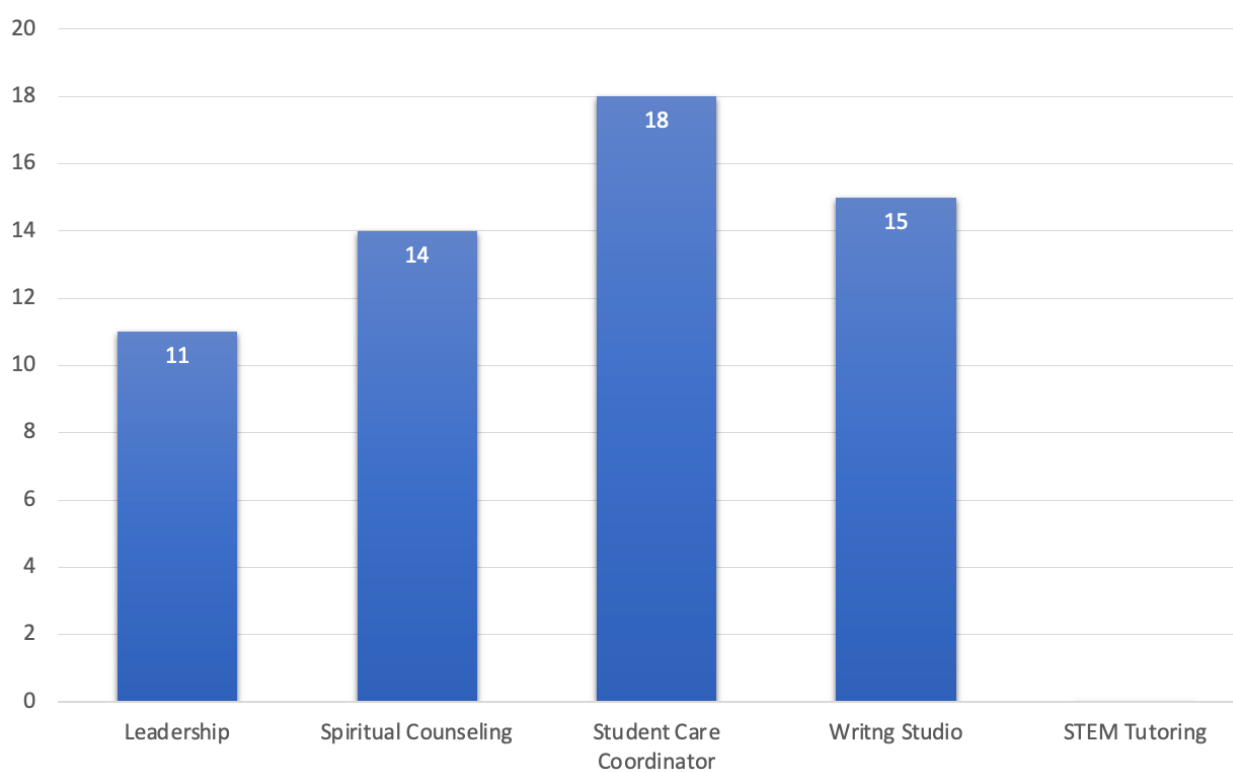
*Other* – visitor's use of center undocumented

**Table 4** highlights utilization of in-house resources. Our student care coordinator received the highest number of visitors, and the healing series which provided meditations on Tuesday mornings consistently received attendees for all hours offered.

**Table 4: Use of In-House Resources from Jan. –May 2022**

Resource Type	Number of Visitors	Total Number of Available Hours	Percentage of Hours Utilized
Leadership Office Hours	11	By request	N/A
Spiritual & Wellness Counseling	14	8	100%
Student Care Coordinator	18	40	45%
Writing Studio	15	40	37.5%
STEM Tutoring	0	30	0.0%

**FIG. 3 : Attendees per In-House Resources**





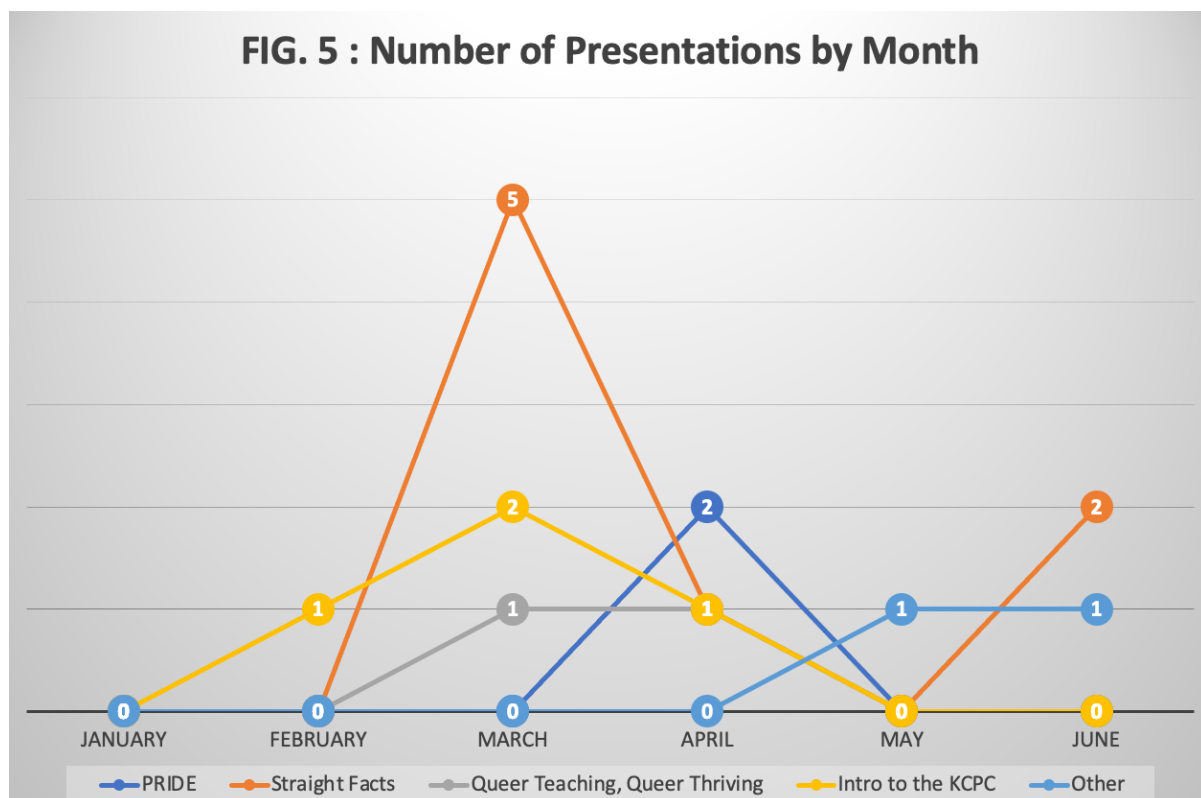
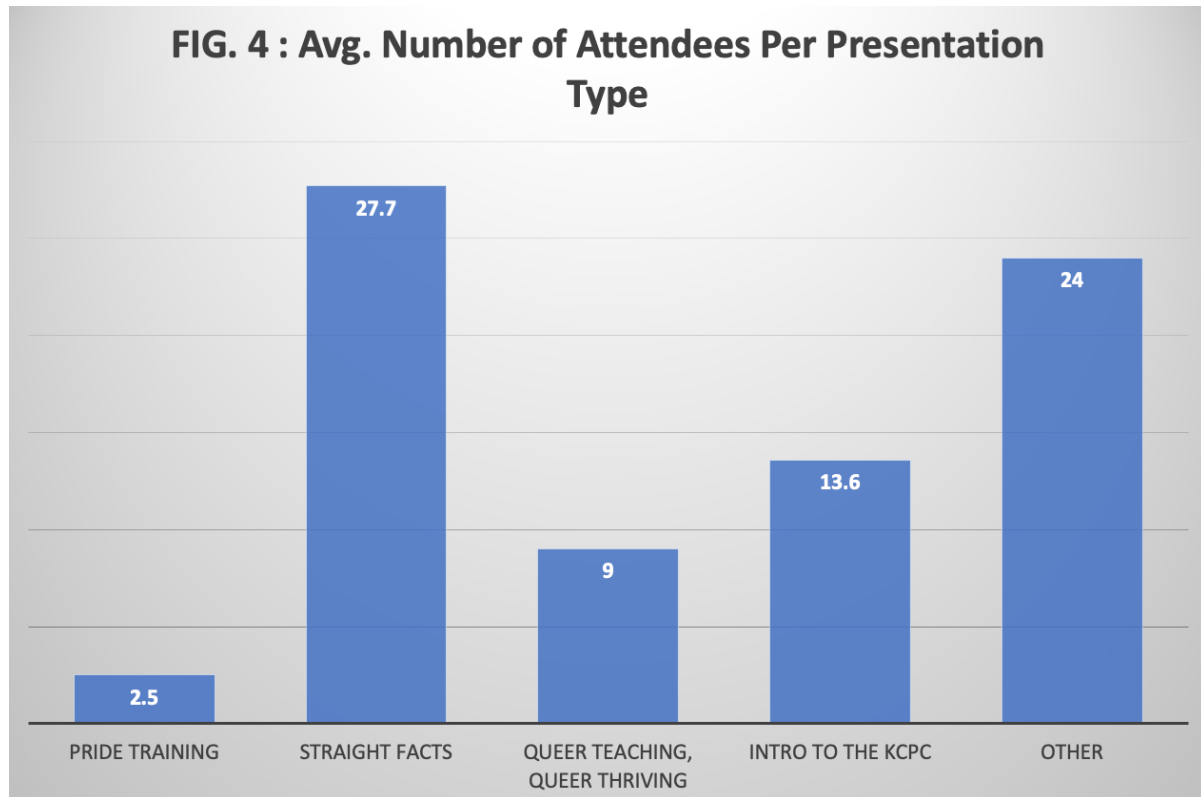
## Workshop & Presentation Analytics

Between January and June 2022, we offered 16 workshops and presentations on gender, sex, and sexuality diversity for a cumulative number of over 22 presentation hours.

**Table 5: Presentations by Type**

Presentation	Number of Presentations	Percentage of Presentations	Attendees	Source of Request
<b>P.R.I.D.E. Training</b> April pt 1 April pt. 2	2	12.5%	2 3	Community; Next Steps Next Steps; VUMC
<b>Straight Facts for LGBTQI Life</b> Cultural Diversity Class Phi Beta Sigma Adolescent Development Class Collaborative for STEM Ed Lunch & Learn Molecular Phys. And Biophysics Firefly Center for Child Health	7	43.7%	25 14 23 15 80 30 7	Peabody College Phi Beta Sigma Peabody College CSEO Admissions School of Medicine VUMC
<b>Queer Teaching, Queer Thriving</b> March Workshop April Workshop	2	12.5%	12 6	Center for Teaching Center for Teaching
<b>Intro to the KC Potter Center</b> Learning, Div., & Urban Studies VU Student Government Peabody EDI	3	31.2%	7 23 14	Peabody College VSG Peabody College
<b>Other (Conference Requests)</b> Course Design Institute DOS Retreat Day	2	12.5%	13 35	Center for Teaching Dean of Students
<b>Total:</b>	<b>16</b>		<b>248</b>	

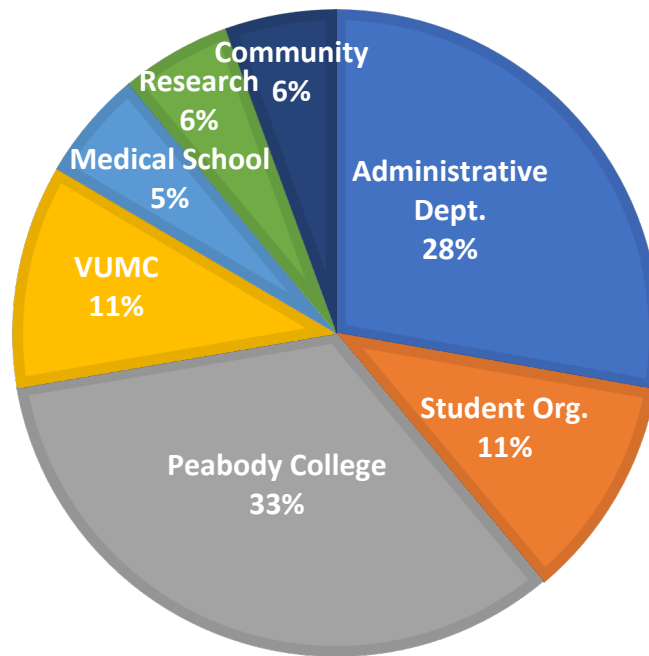
Our most popular workshop, Straight Facts for LGBTQI Life averaged the highest number of attendees per session (see fig. 4), and March received our highest number of workshop requests (see fig. 5).





Finally, the bulk of our requests came from Peabody College, typically classes within the college requesting our Straight Facts presentation. Administrative departments also requested more practice-based workshops for working with LGBTQIA+ students, staff, and faculty.

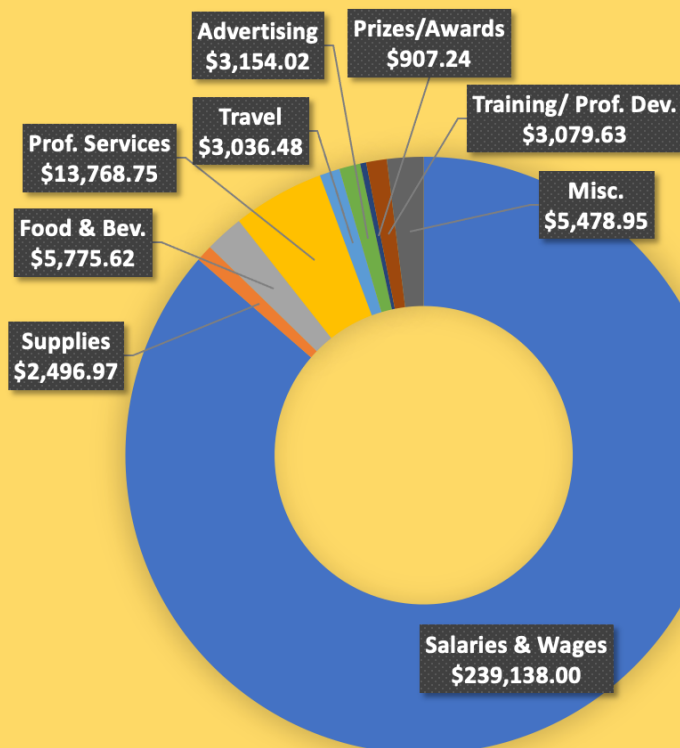
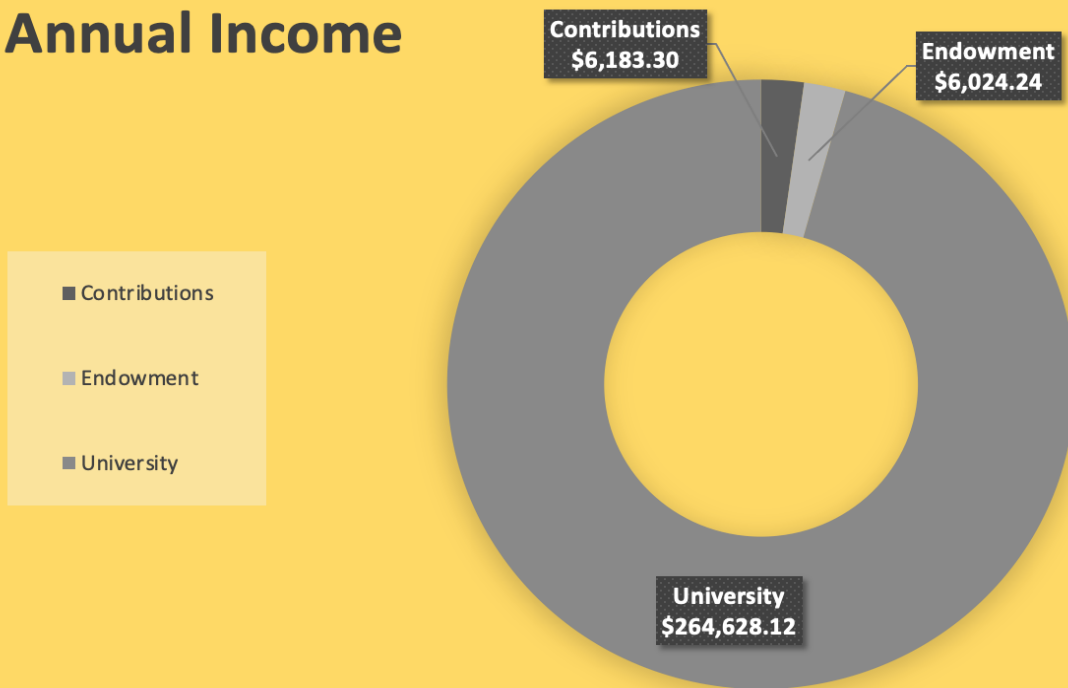
**FIG. 6 -- PERCENTAGE OF REQUESTS BY ENTITY**





# Fiscal Year 2021-22 Financial Statement

## Annual Income



## Annual Expenses



## Our 2022-2023 Goals



In sum, we've rebuilt our organizational processes and leadership between January and June of 2022, all while sustaining programming and strengthening community relationships in order to implement a more exacting vision and mission for the coming year. We'll continue this momentum by prioritizing the following goals:

### 1 Strengthen physical and digital accessibility

While we're continuing to work on digital accessibility by streamlining resources and building an app for quick access, we've also revisited our fundraising campaign to install an elevator in the KC Potter Center so those with mobility issues are able to access our second floor. This floor holds private spaces for counseling and affinity groups. We've done a preliminary assessment of costs with Plant Operations and are pursuing a feasibility study in the coming year while submitting several grant proposals. We're also including an option on our donation page for building enhancements, which will allow our communities to contribute to the project.

### 2 Gain a better picture of the needs and communities we serve

To better serve our communities, we need closer insight into needs, especially emerging needs from shifting legislative and local contexts. We're working closely with the Office of Data and Strategic Analytics to leverage insights from institutional demographic surveys, and will also collect data through KCPC surveys, assessments, and more detailed intake reports and processes. The designed metrics will help us develop programming and resources based on identified community needs, attendees (for showing both what programs remain in high demand and what are missing), and where there's room for growth.

### 3 Revitalize programming for intersectional and educational opportunities

We'd like to be more intentional about intersectional programming and incorporating the 'why' of many of our events by providing more educational complements and components. In the coming year, we are launching the Queer Intersections series, and will emphasize outcomes to include some takeaway for transformational skills for allies and those within the LGBTQIA+ community.