

**Chancellor’s Certificate: Advancing DEI in the Workplace**

**COURSE CALENDAR (January 22 - June 10, 2024)**

UNIT ONE – BUILDING A FOUNDATION	DUE DATES
<b>Module 1- Creating a Learning Community</b>	
<b>DO</b> - The Intercultural Development Inventory (IDI) online assessment – approx. 20 minutes	<b>Complete between: Monday Jan 22 – Weds Jan 31</b>
<b>POST</b> - Introductions discussion forum	<b>Complete between: Monday Jan 22 – Weds Jan 31</b>
<b>POST</b> - Community Norms & Guidelines discussion forum	<b>Complete between: Monday Jan 22 – Weds Jan 31</b>
<b>READ &amp; REPLY</b> to both discussions ensuring each person receives at least two replies.	<b>Complete by Thursday Feb 1</b>
<b>Course Orientation and Introductions on Zoom</b> from 12:00-1:30pm <ul style="list-style-type: none"> <li>• Meet &amp; greet your facilitator and other course-takers</li> <li>• Get familiar with the course layout and expectations</li> <li>• Gain strategies for successful course completion</li> <li>• Group results of the IDI (individual results will be given in individual meetings)</li> </ul>	<b>Friday Feb 2</b>
<b>Optional:</b> Sign up for IDI debrief to receive your individual assessment.	<b>Sign up by Feb 5</b>
<b>Module 2 – Multiple Meanings</b>	
<b>WATCH:</b> What is diversity? (9 minutes) <b>DO</b> “What is Diversity” Activity	<b>Complete between: Monday Feb 5 – Weds Feb 7</b>
<b>POST: Module 2 Online Dialogue</b>	<b>Complete between: Monday Feb 5 – Weds Feb 7</b>
<b>READ &amp; REPLY: Module 2 Online Dialogue</b>	<b>Complete by Friday Feb 9</b>

<b>Module 3 - Understanding the Importance of Diversity, Equity, and Inclusion</b>	
<b>WATCH:</b> Why should I care about diversity? (6 minutes)	<b>Complete between: Monday Feb 12 – Weds Feb 14</b>
<b>POST: Module 3 Online Dialogue</b>	<b>Complete between: Monday Feb 12 – Weds Feb 14</b>
<b>READ &amp; REPLY: Module 3 Online Dialogue</b>	<b>Complete by: Friday Feb 16</b>
<b>Module 4 - Diversity &amp; Identities</b>	
<p><b>Part 1: Diversity at the Interpersonal Level</b></p> <p><b>WATCH &amp; DO:</b> Diversity at the Interpersonal Level (video 7 minutes plus embedded activity)</p> <p><b>REFLECT:</b> Identity reflection questions</p> <p><b>Part 2: Understanding Intersectionality</b></p> <p><b>READ:</b> One or two introduction to intersectionality articles</p> <p><b>WATCH:</b> The Intersectionality Collection (3 short videos)</p>	<b>Complete between: Monday Feb 19 – Friday Feb 23</b>
<b>POST: Module 4 Online Dialogue</b>	<b>Complete between: Monday Feb 26 – Weds Feb 28</b>
<b>READ &amp; REPLY: Module 4 Online Dialogue</b>	<b>Complete by: Thursday Feb 29</b>
<p><b>UNIT ONE DISCUSSION (on Zoom from 12-1:00 pm):</b> Tying it all together and discussing workplace implications and applications of Module 2-4</p> <p><b>No new material between Feb 26-March 8</b></p>	<b>March 1</b>

UNIT TWO – OBSTACLES TO INCLUSION	DUE DATES
<b>Module 5 – Introduction to Unconscious Bias</b>	
<b>DO:</b> “Who does what?” Activity <b>WATCH:</b> Fast and Slow Thinking (video 13 min.)	<b>Complete between:  Monday March 11-Weds March 13</b>
<b>POST: Module 5 Online Dialogue</b>	<b>Complete between:  Monday March 11-Weds March 13</b>
<b>READ &amp; REPLY: Module 5 Online Dialogue</b>	<b>Complete by:  Friday March 15</b>
<b>Module 6 – Introduction to Microaggressions</b>	
<b>WATCH:</b> The Little Things We Say (video 14 mins.) <b>DO:</b> Microaggressions Quiz	<b>Complete between:  Monday March 18-Weds March 20</b>
<b>POST: Module 6 Online Dialogue</b>	<b>Complete between:  Monday March 18-Weds March 20</b>
<b>READ &amp; REPLY: Module 6 Online Dialogue</b>	<b>Complete by:  Friday March 22</b>
<b>Module 7 – Introduction to Privilege</b>	
<b>WATCH:</b> Margins & Mainstream: An Introduction to Privilege (video 9 min.) <b>DO:</b> Privilege Inventory & Checklists (activity) <b>READ:</b> Managing Privilege (reflection)	<b>Complete between:  Monday March 25 – Weds April 3</b>
<b>POST: Module 7 Online Dialogue</b>	<b>Complete between:  Monday March 25 – Weds April 3</b>
<b>READ &amp; REPLY: Module 7 Online Dialogue</b>	<b>Complete by Friday April 5</b>
<b>UNIT TWO DISCUSSION (on Zoom from 12-1pm):</b> Tying it all together and discussing workplace implications and applications of Module 5-7 <b>No new material between April 5-April 12</b>	<b>April 12</b>

<b>UNIT THREE – CREATING CULTURES OF INCLUSION</b>	<b>DUE DATES</b>
<b>Module 8 – Introduction to Cultural Competence</b>	
<b>WATCH:</b> Cultural Competence Part I (video 6 mins.) <b>WATCH:</b> Cultural Competence Part II (video 8 min.) <b>DO:</b> Cultural Self-Assessment (activity embedded in video)	<b>Complete between: Monday April 15-Weds April 24</b>
<b>POST: Module 8 Online Dialogue</b>	<b>Complete between: Monday April 15-Weds April 24</b>
<b>READ &amp; REPLY: Module 8 Online Dialogue</b>	<b>Complete by: April 26</b>
<b>Module 9 – Building Blocks for Inclusion</b>	
<b>WATCH:</b> Building a culture of inclusion (video 15 min.) <b>DO:</b> Personal Action Planning (activity)	<b>Complete between: Monday April 29 -Wednesday May 1</b>
<b>POST: Module 9 Online Dialogue</b>	<b>Complete between: Monday April 29 -Wednesday May 1</b>
<b>READ &amp; REPLY: Module 9 Online Dialogue</b>	<b>Complete by: Friday May 3</b>
<b>Module 10– DEI in the Workplace Strategies &amp; Issues</b>	
<b>READ:</b> Articles in Canvas	<b>Complete between: Monday May 6-Friday May 10</b>
<b>POST: Module 10 Online Dialogue</b>	<b>Complete between: Monday May 6-Weds May 13</b>
<b>READ &amp; REPLY: Module 10 Online Dialogue</b>	<b>Complete by: May 17</b>
<b>Final Module</b>	
<b>DO:</b> The Intercultural Development Inventory (IDI) online assessment – approx. 20 minutes <b>Optional: Sign up for IDI debrief to receive your individual assessment.</b>	<b>Complete by: May 27</b>
<b>FINAL ASSIGNMENT: Workplace Action Plan</b>	<b>Complete by: June 10</b>
<b>COURSE CLOSING (on Zoom from 12-1:30pm)</b> Tying it all together and discussing workplace implications and applications. IDI group results.	<b>May 31</b>
<b>Post-Course Evaluation</b>	<b>June 10</b>