

WHERE ARE WE
NOW?

WHERE DO WE
WANT TO BE?

HOW DO WE GET
THERE?

**STUDENT DIVERSITY
INITIATIVES**

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DIVERSITY & INCLUSION

CLASSROOM CHECKLIST

The purpose of this document is to assist faculty in creating the most inclusive environment possible here at Missouri S&T. The items listed below are based on best practices for student success, keeping in mind student identities that don't always fit traditional models. To that end, we have provided a quick self-inventory to help you identify possible barriers to success in your classroom. This list isn't meant to be exhaustive- it is instead a jumping off point for discussion. You are welcome to consult with the diversity professionals on campus to find solutions that fit within the context of your individual courses.

Impact the Physical Experience:

- Get familiar with your responsibilities under the American Disabilities Act.
- Make sure your classroom is accessible for everyone.
- Make sure your Canvas classroom is accessible.

Impact the Academic Experience:

- Include a syllabus statement that fosters an inclusive learning environment.
- Explain office hours and encourage students to take advantage of them.
- Communicate expectations for participation and engagement early and often.
- Encourage and monitor student participation during class and activities.
- Ensure that resources and assistance provided both in and outside of class is equally available and accessible to everyone.
- Use examples/illustrations across multiple domains and/or representing a variety of perspectives and populations.
- Include materials, readings, and images that reflect contributions and perspectives from groups historically underrepresented in the field.
- When inviting guest lecturers/visitors, include diverse contributions and perspectives.
- Provide feedback that helps students improve.
- Help students learn about and encourage all to take advantage of academic assistance resources.

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Impact the Social Experience:

- Establish ground rules for respectful dialogue in the traditional and virtual classroom.
- Show respect for all questions and comments to encourage more engagement and participation.
- Recognize and avoid using microaggressions and micro insults.
- Respond to classroom conflict/disruption promptly, consistently and respectfully.
- Know and use preferred names and pronouns.
- Show empathy and understanding to students.
- Use language that acknowledges and values different experiences and perspectives.
- Provide alternative means for contributing to the discussion.
- Where appropriate for learning outcomes, use a variety of methods to assigning groups and change groups throughout the semester.
- Ensure that leadership and roles for teams and group work are shared/rotated and clearly defined.
- Provide context when using idioms, metaphors, pop culture references, etc

Self Assessment and Professional Development:

- Learn about implicit bias and how you can minimize your own.
- Participate in workshops, or conferences to learn new teaching strategies.
- Provide opportunities for students to reflect on the course and give feedback and reflect on integrating those changes into your class.
- Sign up for Faculty Development and encourage your colleagues to do so as well.
- Attend university hosted events to learn about different communities and cultures.