

## Diversity and Inclusion Evaluation Template

Instruction: Make notes about how diversity and inclusivity are integrated into each element of the syllabus.

Program: \_\_\_\_\_

Course Number and Title: \_\_\_\_\_

| Syllabus Element | Checklist  | Notes (ex. inclusive words, guest speakers, reflections, etc.) |
|------------------|--|--|
| Title            | <input type="checkbox"/>   |  |
| Overview         | <input type="checkbox"/> Semester and year<br><input type="checkbox"/> Number of Credits |  |
| Objectives       | <input type="checkbox"/> 3-5 learning objectives   |  |

|                                |  |  |
|--------------------------------|--|--|
| Topic Outline                  | <input type="checkbox"/>   |  |
| Readings                       | <input type="checkbox"/> gender neutral terms<br><input type="checkbox"/> examples include all genders and race  |  |
| Assignments                    | <input type="checkbox"/> guest speakers<br><input type="checkbox"/> reflections<br><input type="checkbox"/> discussion<br><input type="checkbox"/> expectations<br><input type="checkbox"/> schedule |  |
| Evaluation                     | <input type="checkbox"/> rubric<br><input type="checkbox"/>  |  |
| Student/Classroom Expectations | <input type="checkbox"/> statement about proper name pronunciation<br><input type="checkbox"/> UVA policies and classroom rules  |  |

|  |  |  |
|--|--|--|
| Disability<br>Accommodation<br>Statement   | <input type="checkbox"/> statement<br><input type="checkbox"/> information<br>about services |  |
| Religious Absence<br><br>“(Utilize the Interfaith<br>Calendar website<br>( <a href="http://www.interfaith-&lt;br/&gt;calendar.org/">http://www.interfaith-<br/>calendar.org/</a> ) for a<br>calendar of religious<br>holidays when<br>planning tests,<br>assessments or<br>assignment due dates.<br>Include in your syllabus<br>procedures for making<br>up assignments that<br>are missed due to<br>religious holidays.)” | <input type="checkbox"/> statement<br><input type="checkbox"/> information<br>about services |  |

Notes:

- <http://www.celt.iastate.edu/wp-content/uploads/2015/10/StrategiestoCreateanInclusiveCourse.pdf>
- <http://www.celt.iastate.edu/wp-content/uploads/2015/10/LearnerCenteredMindfulSyllabusChecklist-1.pdf>
- <https://www.brown.edu/academics/education-alliance/sites/brown.edu/academics/education-alliance/files/publications/StEqDiv.pdf>