Inclusion Champion Certificate Program 2.0

Completion Form

Name_____   CWID_____   Date_____

Campus Affiliation

☐ Faculty   ☐ Staff   ☐ Administrator   ☐ Student   ☐ Community Partner

Department/Major _____   **Division** _____

Course Requirements
- Intermediate Core Courses (2)
  - DEI 200: Intersectionality
  - Activating Your Leadership with Values
- Intermediate-Level Elective Courses (1)
  - Participants select **one** elective course to fulfill this requirement.
  - Trainings should align with the ICCP framework.
  - Trainings can be hosted by the Office of Diversity, Inclusion, & Equity Programs and/or other campus partners.
  - Participants can choose **one** relevant online learning module to count towards their elective course for ICCP 2.0
- Unique Engagement Programs (2)
  - Engagement opportunities are any program or event where the objective aligns with the ICCP Engagement and Community Building objectives of programs that help participants connect the knowledge gained from trainings/workshops and connect them to lived experiences.
  - Unique programs refer to two programs that are different in purpose, topic, and objective
- Submission of a DEI Action Plan

Completion Log

For the completion log, please include the title of the course, the department that hosted the training, and the date that the training took place. All information is needed to receive the certificate.

	Course Title	Department	Date of Completion
Core Courses	DEI 200: Intersectionality	DIEP	
	Activating Your Leadership with Values	DIEP	
Elective Course			
Engagement Programs			

DEI Action Plan

Participants will be required to submit a DEI Action Plan answering the following prompt:

- Develop three goals related to your work and/or life that strive to achieve positive DEI-related change. For each goal, write out the action steps you will take to accomplish your goal. Include how you will hold yourself accountable to these goals and how you will know if you have achieved your goal successfully.

Submission

Submit your Action Plan and completion record to ktrejomelendez@fullerton.edu. Participants will receive a confirmation of receipt of completion materials.

Diversity, Equity, and Inclusion Action Plan Template

This template aims to support your individual goal-setting and planning after completing the Inclusion Champion Certificate Program (ICCP) 2.0 program requirements.

Develop three goals related to your work and/or life that strive to achieve positive DEI-related change. For each goal, write out the action steps you will take to accomplish your goal. Include how you will hold yourself accountable to these goals and how you will know if you have achieved your goal successfully.

Submit your Action Plan and completion record to ktrejomelendez@fullerton.edu. Participants will receive a confirmation of receipt of completion materials.

DEI Goal:		Timeline:		
Clearly state the goal you want to achieve. Be specific, measurable, attainable, relevant, and time-bound (SMART).		When would you like to achieve this goal?		
Accountability Strategies: How will you hold yourself accountable to this goal?		**Measuring Success:** How will you know if you have successfully achieved this goal?		
Actions or Tasks:		Timeline:	Resources Needed:	Progress:
1	Break down your goal into smaller, manageable tasks (add rows as necessary by making a copy of this template)	When would you like to accomplish this task/ action step?	Identify resources needed for each task (time, tools, collaborators, etc.)	☐
2				☐
3				☐

Examples of Accountability Strategies:
Examples of strategies to hold yourself accountable to your goals include: journaling, accountability partners, publicly sharing your goals, and regular self check-ins, among others.

Examples of DEI Goals:
- Implement DEI Initiatives: Develop and implement a DEI strategy in their organization, aiming to create a more inclusive workplace.
- Advocate for Change: Become an advocate for DEI by educating colleagues, peers, and leadership on the importance and benefits of diversity, equity, and inclusion.
- Mentorship and Coaching: Offer mentorship and coaching to underrepresented individuals within their organization or community to help them advance in their careers.
- Cultural Competency: Continuously improve cultural competency by engaging in ongoing learning, attending workshops, or participating in cultural exchange programs.
- Recruitment and Retention: Enhance recruitment and retention strategies to attract and retain a diverse talent pool, ensuring equitable opportunities for all.
- Policy Review and Development: Review and revise organizational policies and procedures to ensure they promote diversity, equity, and inclusion.
- Measurement and Accountability: Establish metrics and key performance indicators (KPIs) to measure the effectiveness of DEI initiatives and hold leadership accountable for progress.
- Community Engagement: Engage with local communities to understand their unique needs and concerns, and collaborate on initiatives that promote social justice and inclusion.
- Collaborative Partnerships: Form partnerships with DEI organizations, NGOs, and other stakeholders to leverage resources and amplify impact.
- Personal Development: Commit to ongoing personal development by attending conferences, webinars, and seminars related to DEI, and sharing knowledge with others.

Name:	CSUF Email Address:

DEI Goal 1:		Timeline:		
Accountability Strategies:		Measuring Success:		
Actions or Tasks:		Timeline:	Resources Needed:	Progress:
1				☐
2				☐
3				☐

DEI Goal 2:		Timeline:		
Accountability Strategies:		Measuring Success:		
Actions or Tasks:		Timeline:	Resources Needed:	Progress:
1				☐
2				☐
3				☐

DEI Goal 3:		Timeline:		
Accountability Strategies:		Measuring Success:		
Actions or Tasks:		Timeline:	Resources Needed:	Progress:
1				☐
2				☐
3				☐