

Office of Diversity, Inclusion and Equity Programs



The Office of Diversity, Inclusion and Equity Program's (DIEP) vision is to be integral in transforming campus culture so that all students, faculty, and staff know they belong.

Our mission is to foster and exemplify an equity minded campus. We desire to contribute to the institution's strategic goals for a just and inclusive campus community.

Titan Recognition



In times of change, we look towards each other for support and normalcy. The Office of Diversity, Inclusion, and Equity Programs would like to hear about who has helped you adjust to the changes in telecommuting and finding your new normal.

Please **share your story with us using this form** so we can recognize those who show Titan spirit in our community. Stories could be featured in our May Newsletter and/or CSUF Diversity Social Media (Facebook, Twitter, and Instagram).

Tips for working remotely



- Choose a dedicated work space.
- Plan your communication.
- Engage your colleagues.
- Communicate expectations with anyone who will be at home with you.

See explanations for these tips and more on page 5

Check these websites for up-to-date info on COVID-19:

[CSUF Coronavirus Information](#)

[Centers for Disease Control and Prevention](#)

[Orange County Public Health](#)

[World Health Organization](#)

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WORKSHOPS & TRAININGS WILL BE HELD VIRTUALLY

The Office of Diversity, Inclusion, and Equity Programs (DIEP) is following the campus guidelines to move offerings online utilizing the Zoom platform. Registrants for workshops and trainings will be emailed a link to the Zoom event.

If you need assistance with Zoom, please visit the [Zoom IT Webpage](#) for more information. All programs and events listed are tentative based on the Coronavirus (COVID-19) development. Thank you for your patience.

WORKSHOPS & TRAININGS

Telecommuting Technology Overview on Wed., April 1st at 10am-11am

Facilitators: Cecil Chik, Director of Engagement & Learning

Learn more about how Zoom and Microsoft Teams can help you stay engaged with other Titans. This 30-minute training will cover Zoom meeting basics and how to use Microsoft Teams to manage projects and tasks with your teams.

Inclusive Leadership in a Virtual Reality on Mon., April 6th at 10:30am-11:30am

Facilitator: Bobbie Porter, AVP for Diversity, Equity & Inclusion

The COVID-19 Pandemic has drastically changed our daily functions as campus leaders. This change has impacted the way we perform our duties, and it also necessitates a different approach to how we lead others in a time of operational upheaval. In this session, participants will discuss inclusive leadership approaches to adjusting to our new virtual environment. They will also engage in shared learning regarding our leadership diversity, equity, and inclusion strategy amid the current public health crisis. Participants will be guided through exercises that will help them begin to think through the new normal that will emerge in the immediate and long-term.

Mindfulness Mondays on March 30th, April 6th, 13th, 20th, 27th at 12pm-12:30pm

Facilitator: Dr. Bang Lang Do

In a world of multi-tasking, prioritizing tasks without being pulled over by the myriads of distractions at work takes reflective time. Taking a break, clearing our mind and increasing awareness of our automatic emotional response will help direct and improve our attention, open the door to more novel ideas or solutions, and help us make well-informed rational decisions. Mindfulness Monday is 30 minutes of self-care through breathing exercises, light stretching and relaxing practices.

Inclusive Customer Service on Mon., April 13th at 1pm-2pm

Facilitators: Cecil Chik, Director of Engagement & Learning and Blair Miles, DHR Administrator

The way we interact with our customers goes a long way toward creating a safe and inclusive environment. This workshop will discuss ways to engage members of our community in your services so that it's safer and welcoming to all. Participants will discuss how different cultural norms affect customer service and how to best engage with different cultural norms while still providing quality service.

Diversity, Equity, and Inclusion 101 on Thurs., April 30th at 10am-12pm

Facilitator: Cecil Chik, Director of Engagement & Learning

We often hear the terms diversity, inclusion, and equity used in higher education. This interactive workshop will explore what diversity, inclusion, and equity means for the participants and how it can inform their work on campus. Participants will walk away with a better understanding of DEI terminology and make connections to how these concepts can impact their work on campus.

Ways to Connect

Diversity Initiatives & Resource Center

The DIRC is the home to:

- African American Resource Center
- Asian Pacific American Resource Center
- Chicana/Chicano Resource Center
- LGBT Queer Resource Center
- Titan Dreamers Resource Center

Location: PLS-180

For more information please visit the [DIRC website](#)

Faculty & Staff Association

There are opportunities for faculty and staff to connect to community as well through our Faculty & Staff Associations. CSUF currently has the following associations that is open to all employees:

- African American Faculty and Staff Association
- Asian American and Pacific Islander Faculty and Staff Association
- Chicano/Latino Faculty and Staff Association
- Researchers and Critical Educators (RACE)
- Pride Alliance
- Veterans
- Undocumented Allies

For more information please visit the [CSUF Communities webpage](#)

Faculty Development Center

For a list of workshops offered by the Faculty Development Center, please visit the [FDC website](#). Sessions are open to both faculty and staff.

Staff Development

Cal State Fullerton is invested in developing our represented and student staff to their fullest potential. See below for trainings and workshops that are dedicated to professional development opportunities for all staff.

Stress or Success: Thriving in a Chaotic World on **Thurs., April 9th at 10:30am-11:30am** (will be held via Zoom)

Facilitator: Empathia Representative

There is no magical cure for stress. However, this training can offer practical ideas on how to begin working to reduce stress right away as an overall lifestyle change. Content includes: Causes of stress - The art of resiliency - Mindset and attitudes - Habits and actions - Connections and relationships.

Conflict Management Styles on **Wed., April 29th at 10am-11am** (will be held via Zoom)

Facilitator: Regina Peck-Sobolewski, Empathia Representative

While everyone has conflict in their lives, many would just as soon avoid it. Take the step to better manage and grow from conflict situations. Content includes: - Common types of workplace conflict - Assessing conflict management styles - Determining the best style for use in each situation - Identifying chronic conflict situations - How to listen and what to say to avoid conflict

CSU's Got Talent: Getting Things Done on **Wed., April 29th at 10am-11am**

Facilitator: Justin Hale, Keynote Speaker and Trainer, VitalSmarts

Getting Things Done: The Art of Stress-Free Productivity. CSU's Got Talent is a monthly webinar series by the CSU. The link will take you to the webinar each month. No registration required. <https://calstate.adobeconnect.com/CGT>

Scanning the Literature

This month in the Academic Talent Management unit of DIEP, we've been scanning the recent literature related to faculty diversity; below is an article synopsis. If you have any questions on how you might implement the ideas from these articles, please don't hesitate to reach out to us at diversity@fullerton.edu.

Avoiding Racial Equity Detours Paul Gorski | March 2019

In this article, Gorski explains that, in schools committed to racial equity, the educators most adamant about racial equity are generally cast to the margins of institutional culture. Additionally, he notes that 'emphatic equity advocates' are often faced with harsher consequences for their advocacy than 'equity heel-draggers' face for their passivity. This leads to what Gorski calls 'equity detours,' or initiatives and strategies that pass for racial equity efforts but pose less of a threat to racism than to the possibility of racial justice; "rather than being paths to equity, they are detours around it."

He first describes the four racial equity detours that are most commonly used in universities, which are: Pacing-for-Privilege Detour, Poverty of Culture Detour, Deficit Ideology Detour, and Celebrating Diversity Detour. Then, he presents five equity principles that can help institutions avoid detours and create a better approach to racial equity. Those equity principles are: Direct Confrontation Principle, Redistribution Principle, Prioritization Principle, Equity Ideology Principle, and #FixInjusticeNotKids Principle. You can read more on [EdChange.org](https://www.edchange.org)

TELECOMMUTING TIPS

Tips for working remotely

- **Choose a dedicated work space:** Rather than cooping yourself up in your room or on the couch -- spaces that are associated with leisure time -- dedicate a specific room or surface in your home to work.
- **Communicate expectations with anyone who will be at home with you:** Make sure any roommates, siblings, parents, spouses, etc. respect your space during work hours. Just because you're working from home doesn't mean you're home.
- **Engage your colleagues:** Screens can create disconnect. It is easier to tell your colleague to wait for you over a chat app than it is to walk out on them in person. But your colleagues' time is no less valuable because they work at home and you send a clear message when other things are always more urgent than your time with them.

Source: [How to Work from Home: 20 Tips from People Who Do It Successfully](#)

Virtual activities for your team

Take a Picture

Duration: 5-10 minutes

Tools Needed: Email and a smartphone or camera

Number of Participants: 3+

Purpose: Icebreaker or team building

Rules/Description: Ask participants to take a picture of an object, or objects, in their work area. The photos may be fidget toys, family photos, desk organizers, or even some cool art. Have the team email you the images with a little description so that you can screen share them during the meeting, or just have them hit "reply all" to your initial message so everyone can see! This can spark interesting conversation and provide insight into what each co-worker is like. Alternatively, you could ask team members to take a picture of the view out their window, or the workspace as a whole. As a result, you'll gain new insight into the wide variety of locations and settings of the group.

Source: [18 Easy Virtual Team Building Activities for Remote Teams](#)

ETC Course Bundles on Working Virtually

[For Meeting Organizers](#)

[For Team Managers](#)

[For Team Members](#)

Resources

[A Guide to Inclusive Virtual Meetings in the Wake of the 'Work from Home' Movement](#)

[Microsoft Teams and Tricks](#)

[Time Management: Working from Home](#)

[18 Easy Virtual Team Building Activities](#)

ZOOM INFO GUIDE

- **What is Zoom?**

- Zoom is a web and video conferencing tool that is now available to all currently enrolled CSUF students, faculty, and staff. Zoom allows for video, audio and screen sharing for up to 250 participants and can be used from computers, tablets, or smart devices (standard data rate applies).

- **How do I log in to Zoom?**

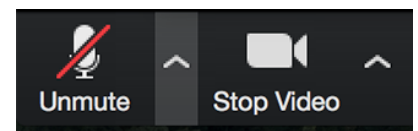
- Access the [Zoom IT Webpage](#) and then click the “Log in to Zoom” button
- Log in using your CSUF username and password

- **How do I join a Zoom Meeting?**

- You can access the meeting through the Zoom link sent to you. Watch this short tutorial on how to join and set up your Zoom meeting.

- **How do I check my audio and video?**

- On the bottom, left-hand corner. There will be an icon for video and audio.

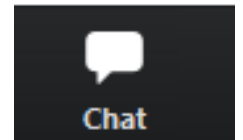


- **How do I mute audio?**

- By clicking the microphone icon on the bottom left-hand corner.

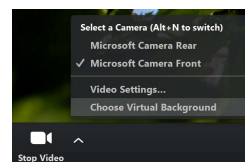
- **How do I use the chat?**

- Click on the [chat icon](#)



- **Tips and Tricks**

- Download and [test your microphone](#) and camera before your first Zoom meeting or training
- "[Share Screen](#)" is a great interactive way to share your screen, presentations, or specific documents with others in the Zoom meeting. Do it with a group as well through "[group screen share](#)."
- Have a big group? Zoom will allow for "[breakout groups](#)" for easier facilitation.
- Enable [Closed Captioning](#) during meetings and trainings to ensure accessibility for all.
- For more tips and tricks, check out the [Zoom Help Center](#).
- Change the background in your video to show an image instead of your location.



ZOOM RESOURCES

[Zoom Video Tutorials](#)

[Zoom Tutorials from CSUF Information Technology](#)

[How to set up a Zoom meeting](#)

For technical support, contact IT at helpdesk@fullerton.edu or (657)278-7777



CSUF VIRTUAL LUNCH

Social isolation got you down?

Join DIEP for a virtual lunch engagement.

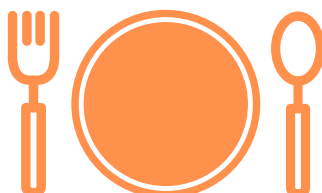
Enjoy your lunch virtually with other Titans and share your experience during this transition.

Click on a date below to join via zoom!

[Wednesday, April 8th](#)

[Wednesday, April 22nd](#)

12 p.m. - 1 p.m.



April 2020

Upcoming workshops & events from Diversity, Inclusion and Equity Programs

Click on the course title for the registration page and more information

Monday	Tuesday	Wednesday	Thursday	Friday
Spring Break 3/30-4/5		1 Telecommuting Technology Overview	2	3
6 Inclusive Leadership in a Virtual Reality Mindfulness Mondays	7	8 CSUF Virtual Lunch	9 Stress or Success: Thriving in a Chaotic World	10
13 Inclusive Customer Service Mindfulness Mondays	14	15	16	17
20 Mindfulness Mondays	21	22 CSUF Virtual Lunch	23	24
27 Mindfulness Mondays	28	29 CSU's Got Talent: Getting Things Done Conflict Management Styles	30 Diversity, Equity, and Inclusion 101	