

Think about someone who holds different identities than you...

- What might be welcoming to that person?
- What might make someone feel uncomfortable and/or unwelcome?
- Are those messages you want to communicate?

**Keep in mind “neutral” is not the same as inviting, welcoming, or inclusive.



**Self-Reflection: Preparing for a Diversity and
Inclusion Organizational Analysis**

	Take Inventory. What's there?	What might be welcoming and to whom?	What might make someone feel uncomfortable or unwelcome?	Are those messages you want to communicate?
Workspace				
Zoom space				
Path to your space & layout of furniture				
Meeting times				
Email Signature				
Curriculum and presentations				
Meeting style				

Next Steps	
What changes might you make to be more inclusive?	
What are non-negotiables and why?	