**Overview of the Diversity and Inclusion Success Factor**

**What is the Diversity and Inclusion Success Factor?**
The Diversity and Inclusion Success Factor describes behaviors that lead to an environment where all people are included, respected, and can engage in their work to the best of their abilities. In a general sense, it is a measure of respect and professionalism. The university is about a civil exchange of ideas and perspectives, and this competency embodies that philosophy whether your views are conservative, moderate, or liberal on a range of topics.

Just like every other Success Factor, Diversity and Inclusion is a skill that can be developed. These skills include:
- Building knowledge about and self-awareness regarding diversity and inclusion
- Promoting a positive and inclusive environment
- Integrating inclusion into tasks, projects, and objectives

**Specific Behavioral Examples**
There are many ways employees at all levels can promote diversity and inclusion at the university. Some examples include:
- Alerting a supervisor when a wheelchair ramp is icy
- Avoiding use of colloquialisms in presentations to ensure that employees of all cultures can understand what you’re saying
- Being aware of religious holidays when scheduling events
- Having lunch with a new employee to make that person feel welcome
- Respecting others’ political views and if needed, agreeing to disagree
- Using a font type and size that is easy to read
- Seeking multiple points of view when problem solving, even when they are different from your own
- Taking a [myLearn course](https://www.umsystem.edu/ums/hr/myPerformance-Success_Factor_Courses) on a topic related to diversity and inclusion
- Reading about topics related to diversity and inclusion
- Attending a face-to-face training session

Additional examples specific for managers include:
- Meeting regularly with all direct reports
- Alerting direct reports to the diversity and inclusion training schedule at UM System
- Taking appropriate action when issues of disrespect occur
- Addressing conflict proactively

**Want to Learn More?**
Diversity and Inclusion Training Courses at UM System
[https://www.umsystem.edu/ums/hr/diversity-inclusion-training](https://www.umsystem.edu/ums/hr/diversity-inclusion-training)

myLearn Courses related to Diversity and Inclusion
[https://www.umsystem.edu/ums/hr/myPerformance-Success_Factor_Courses](https://www.umsystem.edu/ums/hr/myPerformance-Success_Factor_Courses)

Resources Related to Diversity and Inclusion

Diversity and Inclusion Reading List
[http://cdi.missouri.edu/programs-services/cc-reading-list.php](http://cdi.missouri.edu/programs-services/cc-reading-list.php)