



October 27, 2020

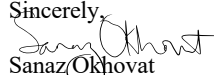
Richard C. Benson  
President  
The University of Texas at Dallas

Dear Dr. Benson,

Thank you for reviewing the recommendations submitted to Living Our Values Task Force related to diversity training. The following is an implementation timeline for addressing these issues.

- February 2021: Deployment of EverFi's *Managing Bias* and *Diversity and Inclusion* modules. The training modules will be distributed as part of our mandatory Annual Compliance Training for faculty and staff managed by the Office of Institutional Compliance, Equity and Title IX Initiatives. We have coordinated with Student Affairs, Enrollment Services, and have support from the Office of Information Technology to proceed with this project. The implementation of this online training is in process.
- In order to develop a comprehensive Diversity, Equity and Inclusion (DE&I) certificate program, we recommend the following:
  - Establish a core values and principles statement specific to DE&I at the institution. A cohesive, consistent and unified message would set the foundation for all DE&I efforts throughout the campus for faculty, staff, students and visitors on campus.
  - University Diversity, Equity and Inclusion Training Advisory Group - We request a directive from the president to launch a Diversity, Equity and Inclusion Training Advisory Group. This group would be comprised of UT Dallas subject matter experts who currently deploy DE&I training for employees and students. This effort would encourage collaboration, create efficiency and synergy on key points; identify and evaluate training topics for effectiveness; and ensure all training reflects the core DE&I values and principles.
  - Certificate Program – We recommend that a DE&I certificate program be mandatory for all in supervisory positions (faculty and staff). The course content would be created in partnership with the DE&I Training Advisory Group. Once the core value and principles statement on DE&I is established, our offices, along with the Office of Diversity and Community Engagement, can begin working on training content with a potential roll-out of June 2022. It should be noted that a current Executive Order, signed by President Trump, could limit the types of training originally established in our initial recommendation. We will seek guidance from Legal Affairs, the Department of Labor, and the Office of Federal Contract Compliance Programs.
  - Budget requirements to implement -TBD

Please do not hesitate to contact me or Colleen with any questions or concerns concerning this memo. Thank you for your support.

Sincerely,  
  
Sanaz Okhovat  
Chief Human Resources Officer

  
Colleen Dutton  
Chief Compliance Officer

c. George Fair and Rafael Martín, Co-Chairs of the Living Our Values Task Force