

Resources for Employees	What is it?
<u>Inclusive Communications Guide</u>	“Inclusive Guide provides best practices for communications in gender and sexuality, race and ethnicity, global identity and disability. The guide aligns with the MSU Editorial Style Guide and includes recommendations informing images, web content, speeches, events and more.”
<u>Translation Center</u>	“The Michigan State University Translation Center is a comprehensive language service provider. We offer high-quality and affordable translation and interpreting services in over 20 languages across the MSU community and beyond. The Center can provide training, administer language proficiency exams, and develop workshops or classes in specialized topics in a variety of languages.”
<u>Basic Checklist: Online Content Accessibility</u>	Checklist intended to be used as a starting point for making documents and websites accessible. Should be used in conjunction with <u>tutorials on webaccess.msu.edu</u>
<u>Help and Resources for web accessibility</u>	Resources include but are not limited to, captioning resources, Spartan Ally accessibility tool, classes and workshops,
<u>Guidelines for Inclusive Online Spaces</u>	“This is a resource created by the Office for Institutional Diversity and Inclusion. The purpose of this document is to offer resources and strategies for our university community to use when communicating in online spaces.”
<u>RCPD Employee Accommodations</u>	“The Resource Center for Persons with Disabilities (RCPD) assists students, faculty, and staff by maximizing ability and opportunity for full participation at MSU. If you are a student or employee at MSU, and you have a disability that substantially limits a major life activity, you can register with the RCPD and you may be eligible to receive accommodations.”

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<u>RCPD Faculty and Department Resources</u>	“The RCPD upholds a mission to lead MSU in maximizing ability and opportunity for full participation by persons with disabilities. Staff at the RCPD are available to provide campus departments and faculty with information, resources, and guidance to help with their understanding of the opportunities and responsibilities under disability-related legislation”
<u>RCPD Dispute Resolutions</u>	“Though RCPD staff enjoys a reputation of fairness, compassion, and integrity, the possibility always exists for disagreements about disability determination, appropriateness of accommodations, or service quality. In the event a disagreement should arise, you are encouraged to make use of the following internal process for dispute resolution and appeal.”
<u>RCPD: DEI + Accessibility</u>	“Michigan State University is committed to providing equal opportunity for full participation in programs, services, and activities. RCPD has compiled resources that promote and advance accessibility across campus.” Resources include (but are not limited to) assertive listening devices, all gender and accessible campus restrooms, transportation and parking.
<u>MSU Centers and Institutes</u>	“MSU is committed to promoting research and best practices on issues of cultural diversity, equity and access. The university’s many institutes and centers support these efforts through research, professional and organizational consulting services, outreach programs and events, and information networks.” Resource links to many different centers on campus.
<u>CANR ODEI</u>	Various links, resources and news/updates related to DEI
<u>CANR DEI in Action</u>	“This three-part document was developed to guide MSU Extension employees in creating and delivering educational materials and programs as well as event planning in a way that reflects our values and commitment to diversity, equity and inclusion.”

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<u>MSU Inclusive Resources</u>	“MSU offers a variety of resources to help the community increase awareness and identify ways to support an inclusive campus. The following resources have been created by various programs and departments across the university.”
<u>Georgetown Inclusive Pedagogy Toolkit</u>	“Designing the learning environment to be meaningful, relevant, and accessible for every student in your course/program is inclusive pedagogy’