Diversity and Inclusion Strategic Planning: How to Run a 90-Minute Stakeholder Input Session
Session Agenda

1. Review Purpose of Input Session
2. Review Materials, Set-Up & Steps
3. Participate in a Condensed Input Session
Input Session Purpose

- Communicate the Why and Business Case
- Onboard Participants to Diversity & Inclusion Work
- Engage Participants in a Discussion on Culture
- Engage Participants in a Discussion on Strategic Issues
- Identify Diversity & Inclusion Strategic Themes and Ideas for Improvement
Input Session Materials and Set-Up

- Cohort of 15-25 Participants
- 5 Table/Chair Groupings
- Lead Facilitator & Assistant
- 6 Easel Pads (sticky backed)
- 5 Packages of Post-It-Notes
- Pens, Permanent Markers
- Stickers (5 for each participant)
- PowerPoint Set-Up
- Timer
- Candy
Input Session Room Set-Up

3 to 5 People

3 to 5 People

3 to 5 People

3 to 5 People

3 to 5 People

Table Materials: pens, markers, stickers, post-it-notes, candy
Cohort Considerations

Student-Athletes

Coaches

Student-Athletes
- Athletes of Color
- LGBTQ Athletes
## Input Session Steps

<table>
<thead>
<tr>
<th>Step</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welcome, Why, Business Case &amp; On-Board</td>
<td>10 Minutes</td>
</tr>
<tr>
<td><strong>Transition to Input Discussions</strong></td>
<td></td>
</tr>
<tr>
<td>Group Culture Discussions</td>
<td>15 Minutes</td>
</tr>
<tr>
<td>Individual Issues or Trends Brainstorm</td>
<td>10 Minutes</td>
</tr>
<tr>
<td>Categorize and Label Issues or Trends</td>
<td>5-10 Minutes (categorize simultaneously with brainstorm)</td>
</tr>
<tr>
<td>Review Categories and Brainstorm Ideas</td>
<td>5 Minutes</td>
</tr>
<tr>
<td>Individual Strategic Theme Vote</td>
<td>5 Minutes</td>
</tr>
<tr>
<td>Group Strategic Audit Carousel</td>
<td>35 Minutes (7 minutes per strategic theme)</td>
</tr>
</tbody>
</table>
CONDENSED INPUT SESSION
Welcome, Why, Business Case & On-Board

• Why is your institution engaging in this work?
  – It’s the right thing to do…
  – Recruit and retain talent (e.g., students, administrators, coaches)
  – Diverse organizations perform better
  – Presidential Pledge

• How will the information be used and how does the input session fit into your institution’s broader plan?
  – Strategic planning process
  – Timeline and deliverables
Competition for Talent

Competition for Clients

Increased Profit & Market Share

External Trends Driving Change
## Business Imperative

<table>
<thead>
<tr>
<th>ethnically diverse companies</th>
<th>gender diverse companies</th>
</tr>
</thead>
<tbody>
<tr>
<td>35%</td>
<td>15%</td>
</tr>
<tr>
<td>more likely to financial outperform national industry median</td>
<td>more likely to financial outperform national industry median</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>organizations rated highly for d&amp;i</th>
<th>organizations rated highly for d&amp;i</th>
</tr>
</thead>
<tbody>
<tr>
<td>45%</td>
<td>70%</td>
</tr>
<tr>
<td>more likely to improve market share</td>
<td>more likely to have success in new markets</td>
</tr>
</tbody>
</table>

Talent Expectations

- Positive impact through work
- Workplace flexibility
- Development and growth
Timeline

Q1
- Strategic Plan Input Sessions

Q2
- Strategic Plan Development

Q3

Q4
- Plan Launch
Group Culture Discussions

What is our current culture?

How do we align our culture and strategy to build a diverse and inclusive athletics department?

Culture

Strategy
Group Culture Discussion Set-Up

1 page of easel pad paper at each table

1 page of easel pad paper at each table

1 page of easel pad paper at each table

1 page of easel pad paper at each table

1 page of easel pad paper at each table

Label all easel pad sheets with date, cohort and discussion topic
Group Culture Discussion Questions

1. What do you like most about the current culture?

2. What behaviors and mindsets would you change/evolve?

3. What are the characteristics of people who are most successful in our culture?

4. When new people don’t succeed in our culture, what is the most common reason?

Individual Issues or Trends Brainstorm

• Please think about the issues or trends that could impact the way our athletics department operates as a diverse and inclusive organization over the next 5 years.
  – For example: staff retention, changing student demographics, Presidential Pledge, respect in the workplace, #MeToo, Title IX OCR Guidance
  – Think about our strengths, weaknesses, opportunities and threats

• One idea per post-it-note
• Please write legibly
Facilitator Categorization

- Begin collecting post-it notes as they are completed
- Post to easel pad paper on wall and begin forming categories
- Label categories as they become defined
- Finish categories and then review categories and post-it-notes with group

10+5 Min
Individual Strategic Theme Vote

- Each participant has 5 votes
  - Identify TBD-year priorities
  - What you think the group should focus on for the remainder of the session
  - 1 vote per category
  - Don’t have to use all votes
Strategic Audit Carousel

- Focusing on the 5 themes
- Assess 2 things
  1. Current state in athletics department.
  2. How can the athletics department respond to these themes and strategically position itself to be a diverse and inclusive place (e.g., actions, next steps, program ideas)?

- Rotate from table to table building off of the colleagues before you.
- PLEASE STAR the best ideas before you add additional ideas to the section.
Strategic Audit Carousel Room Set-Up

1 pad of easel paper at each table; post-its from individual brainstorm

1 pad of easel paper at each table; post-its from individual brainstorm

1 pad of easel paper at each table; post-its from individual brainstorm

1 pad of easel paper at each table; post-its from individual brainstorm

Label all easel pad sheets with strategic theme, date and cohort

7 Min per Theme
Conclude Session

- Thank people for time and engagement
- Offer 1:1 follow-up opportunities
THANK YOU & QUESTIONS