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**Dane County UW-Extension  
Equity and Inclusion Plan  
November 2018**

University of Wisconsin-Extension is a unique partnership of counties, the U.S. Department of Agriculture and the University of Wisconsin working together to help people put knowledge to work. It reflects the vision that has become known as The Wisconsin Idea.

This partnership brings education to people where they live, through Extension offices, in each of Wisconsin's counties. It supports educational programs for farmers, businesses, communities, families and young people.

Dane County UW-Extension provides education and resources to help people understand and solve problems. Educational programs developed and conducted by Dane County educators reflect local concerns. Through this unique partnership, educators work with the Dane County Extension Committee and other local groups to identify needs for education and design programs to meet those needs.

**UW-Extension's purpose to which we commit...**

We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.

**UW-Extension's values we strive to live by...**

**Community** - We empower others and ourselves by listening to, learning from, and respecting local knowledge. We value our partnerships and believe community voices are critical to success. We work in community with one another to build a culture of collegiality.

**Discovery** - We promote lifelong learning, unbiased transformational education and excellence through our scholarly work. We integrate University research with community-based knowledge to explore new solutions and their practical applications. We encourage innovation in teaching, research and outreach to serve the public good.

**Respect** - We appreciate and serve as stewards of our state's resources. We honor and value each other's time and talents. We seek to maintain a balance between life and work priorities.

**Relationships** - We foster positive relationships through honesty, open communication and accountability. We meet educational needs by creating linkages among cultural, economic and environmental contexts. We recognize and trust the essential and interconnected nature of all roles within Cooperative Extension.

**Inclusiveness** - We recognize, appreciate and honor the differences, similarities and contributions of all people and communities. We are intentional in our efforts to ensure equity, justice and fairness. We embrace new ideas and approaches in our work.

**Dane County UW-Extension's Commitment to equity and inclusion ...**

Dane County UW-Extension commits to continually work toward a more inclusive and equitable approach to providing educational programming and access to services that ensure everyone can grow

and thrive in Dane County.

## **Equity and Inclusion Work Plan Framework**

The document is organized into six major concepts: Organizational Commitment, Leadership Development, Program Innovation, Collaboration, Resource Mobilization and Brand & Visibility. These concepts describe areas of opportunity for working toward a more inclusive and equitable approach.

- Organizational Commitment
- Leadership Development
- Program Innovation
- Collaboration
- Resource Mobilization
- Brand & Visibility

The strategies listed below are identified as tier 1, 2 or 3. The tiers represent:

Tier 1 Beginning: A practice or policy that is starting or new.

Tier 2 Emerging: A more developed practice or policy.

Tier 3 Advancing: To move forward, make progress, or lead a practice or policy.

### **Area of Opportunity: Organizational Commitment**

1. UW-Extension staff reflect the diversity of the communities we serve
  - Advocate with UW-Extension Human Resources Dept. for systems change. (Tier 1)
  - Hire at minimum 20% of programmers be people of color. (Tier 2)
  - Develop position descriptions to reflect UWEX's values of equity and inclusion (Tier 2)
  - Promote openings through list-servs, networks and media that serve diverse audiences (Tier 3)
2. Set goals, track progress and focus on accountability
  - Update and review Dane County demographic data annually in an All Staff meeting and discuss how it will impact future program plans. (Tier 1)
  - Include equity action plans in individual annual plans of work and self improvement performance reviews. (Tier 2)
  - Research policy and develop a plan on how to respond to hate speech from clientele, volunteers, and others. (Tier 3)
3. Build a welcoming and inclusive office environment.
  - Share and celebrate culture and community events. (Tier 1)
  - Continue to make adaptations identified in the completed office environment scan (Tier 3)

### **Area of Opportunity: Leadership Development**

1. Create opportunities for staff and volunteers to increase knowledge and skills in equity and inclusion.
  - Provide training and support to all volunteers on equity and inclusion to improve educational programming efforts. (Tier 1)
  - Include equity learning moments in all staff meetings. (Tier 1)
  - Ensure all UWEX colleagues participate in multicultural awareness and other equity-related trainings. (Tier 2)
  - Include racial equity and inclusion regularly on All Staff agendas (Tier 3)
  - Ensure support staff have opportunities to participate in equity and inclusion discussions, trainings and meetings. (Tier3)
2. Provide opportunities for diverse students to gain meaningful work and learning experience through paid internships
  - Explore and engage with service learning opportunities. (Tier 1)
  - Recruit interns through: SAAIP, AmeriCorps VISTA, CAE Career Ready Internship Program, and

PEOPLE program. (Tier 2)

### **Area of Opportunity: Program Innovation**

1. Ensure all Extension programming is accessible and equitable.
  - Develop or adapt and utilize equity lens tools for existing and future programming. (i.e. food system equity tool) (Tier1)
  - Develop program evaluation tools to collect feedback on improving program outreach and implementation. (Tier 1)
  - Create programming that addresses the specific needs of minority audiences (Tier 2)
  - Adapt & co-create program models to increase appropriateness for diverse populations. (Tier 2)
  - Use tools to determine suitability of materials. (Tier 2)
  - Intentionally develop & connect programming with organizations run by people of color. (Tier 3)
2. Ensure programming meets the language needs of participants.
  - Ensure interpretation and translation is done for all programs as needed. (Tier 1)
  - Add need for translation question to all registration forms (Tier 2)
  - Recruit bilingual staff and volunteers. (Tier 2)
  - Work with the UWEX Language Access Coordinator on program design and outreach (Tier 2)

### **Area of Opportunity: Collaboration**

1. Partner to increase outreach and impact.
  - Attend community events and meetings hosted by communities of color. (Tier 1)
  - Promote the Youth Leadership and Ag scholarships for diverse youth. (Tier 1)
  - Develop relationships and expand partnerships to better serve minority youth. (Tier 2)
  - Keep an active list of partners to share amongst staff. (Tier 2)
  - Partner with Centro Hispano, Urban League, community centers and others to support their efforts by providing educational programs and services. (Tier 3)

### **Area of Opportunity: Resource Mobilization**

1. Recruit and retain diverse volunteers
  - Design volunteer opportunities to attract diverse volunteers.(Tier 1)
  - Be intentional about recruiting diverse volunteers. (Tier 2)
  - Research training and volunteer development strategies in cross-cultural competency used by other orgs & Extension. (Tier 3)
2. Train all volunteers on cultural competency.
  - Build the capacity of existing volunteers to effectively work with diverse communities. (Tier 2)
  - Develop a plan for training volunteers. (Tier 3)
3. Be conscious of our role as gatekeepers. Share opportunities and resources equitably.
  - Promote grants, scholarships & other opportunities to grass-root and minority run orgs. (Tier 2)
  - Provide resources for meaningful engagement. (Time to build trust, flexibility, sharing of resources and leadership) (Tier 2)
  - Focused outreach to underserved audiences. (Tier 3)

### **Area of Opportunity: Brand & Visibility**

1. Increase awareness and access to Extension programs and services.
  - Research strategies for promotion and website design that are effectively used by other organizations serving communities of color. (Tier 1)
  - Review Pew Research Center report on social media use by racial and ethnic groups. (Tier 1)
  - Expand the use of social media as a way to reach to minority audiences. (Tier 2)
  - Partner and promote programs on media that targets diverse audiences. (Tier 2)

- Add Spanish translation to brochure and website & develop a Hmong video on website. (Tier 3)