

Diversity Matters



Hispanic Heritage Month Celebration

September 15 – October 15

2012 National Hispanic American Heritage Month (NHAHM)
Theme: Heritage, Diversity, Integrity and Honor: The Renewed Hope of America

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National Hispanic American Heritage Month is the period from September 15 to October 15 in the United States, when people recognize the contributions of Hispanic and Latino Americans to the United States and celebrate the group's heritage and culture. Hispanic Heritage Week was approved by President Lyndon Johnson in 1968 and was expanded by President Ronald Reagan in 1988 to cover a 30-day period. It was enacted into law on August 17, 1988 on the approval of Public Law 100-402.

The purpose of celebrating Hispanic Heritage is to promote friendly awareness of the Hispanic historical and cultural presence from a positive perspective.

Hispanic American Facts:

- Hispanics are underrepresented in all areas of U.S. media.
- Hispanics are a diverse group, made up of many sub-groups, complicating identity.
- Hispanic contributions to the development of the United States are little known.
- By the year 2050, Hispanics will be the largest minority group in the United States.
- Racism is detrimental to the well-being of the United States.

- Promotion of outstanding Hispanics serves to break down negative stereotypes.
- Non-Hispanics and Hispanics will benefit by increased respect.

RESOURCES:

- <http://www.latinomemphis.org/>
- <http://laprensalatina.com/>
- <http://www.nhpo.us/memphis/>
- <http://www.fredastairememphis.com/>

Please click on the link for more details on **NHAHM Events**

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National Disability Employment Awareness Month

Employment Awareness Month (NDEAM) is recognized nationwide each October, by the U.S. Department of Labor. This has been accomplished, by assisting employer and advocacy groups, to plan events that educate the public and highlight the skilled abilities of job seekers and working Americans who have disabilities.

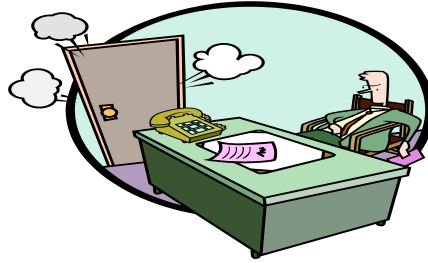


In an effort to increase disability awareness in the workplace, Congress enacted a law, declaring the first week of October "National Employ the Physically Handicapped Week" in 1945. In 1962, the word "physically" was removed to acknowledge the employment needs and contributions of individuals with all types of disabilities. In 1988, Congress expanded the week to a month and changed the name to "National Disability Employment Awareness Month."

Please click on the link for more details on **NDEAM Events**

WORKPLACE REMARKS--Comments You Never Say to Another Employee

Curiosity is natural; and with a diverse workforce, inquiring minds always want to know. How you communicate your inquiries can keep you from offending your co-workers. Understanding how others are affected by your comments will help build an inclusive and diverse work environment.



Things you don't say to Lesbian, Gay, Bisexual, Transgender Co-workers

Employees who make the decision to "come out" are usually apprehensive about the kinds of reaction they will receive from colleagues. "What did your family say?" This is personal and not an opportunity to start gossip. "I don't consider you gay". This is insensitive. "Have you thought about getting help?" You are stereotyping, telling the person there's something wrong that should be fixed. Never call a co-worker a "lesbo" or "homo." This is derogatory, rude, and totally insensitive. "I didn't need to hear that." If you are not interested in the person's personal life, simply say "Thank you."

Things you don't say to African American/Black Co-workers

The "N" word. You may have heard comedians or African Americans use the "N" word casually. It is never, ever acceptable to use this word in any context. You are asking for trouble; leave this one alone. "You people." Your focus should be on the individual, not the race or culture. "All of them like fried chicken." This is stereotyping and shows ignorance. "You are articulate, or you speak very well. As opposed to what? You may be implying that most African Americans are not well spoken or well educated. Remember a vice-presidential candidate made this mistake. "I am not prejudiced against black people, my best friend is black." You are saying it's all right to treat people differently because you know a few people of the same race.

Things you don't say to Asian Co-workers

"You must be the new IT person." All Asians are not IT professionals. "You speak English very well, or did you learn to speak English in America?" You are assuming that everyone who speaks with an accent is foreign born. The appropriate approach should be "I'm not familiar with your accent, may I ask where your accent is from?" "What's your native language?" Don't assume

because people look differently or speak differently that they are not natural-born Americans or are from a foreign country. "Can you recommend a good Chinese restaurant?" All Asians are not Chinese. Take some time to study a world map. The world is made up of continents with many countries, regions, cultures, and sub-cultures. "Wow, you are from India! My neighbor Ashok Shah is from India; do you know him?" Think for a minute ... do you know every American - or everyone who lives in Memphis or Arlington?

Things you don't say to Caucasian/White Co-workers

"That's how a typical white person acts." You are suggesting that all white people are the same by putting them in the same category. The behavior may have nothing to do with the person's race. "I don't trust white people; they are all racists." This is stereotyping and totally insensitive. Get to know the person or discuss why the actions may have offended you. Don't generalize. "White trailer trash." Why would you think that referring to someone as trash is acceptable? This is derogatory, and should never ever be used.

Things you don't say to Co-workers with Disabilities

"Do you have a husband/wife or significant other?" Being disabled does not mean the person is socially challenged. "You don't look disabled. Why do you have a handicapped sticker?" The person may have a non-visible disability. Never refer to a co-worker as a "retard." This is an insult to people with mental disabilities. "Never refer to a co-worker as handicapped." Always remember **person** first. It's not the "disabled man." It's the man with the disability.

Things you don't say to Hispanic/Latino Co-workers

"You know we should send all of you back across the border." Don't assume because people look differently or speak differently that they are not natural-born Americans. "Where did your ancestors come from?" It is

never ever acceptable to refer to a Hispanic/Latino co-worker as a "spic", "wetback" or "hot footer." This is derogatory. "Can you help me out with my landscaping?" Why would you assume that all Hispanics/Latinos are landscaping experts? "Can you recommend a good Mexican Restaurant?" This is stereotyping and shows ignorance. All Hispanics/Latinos are not Mexicans.



If you don't have anything nice to say don't say anything at all.

SOURCE:

<http://www.delawareonline.com/assets/pdf/BL133941430.PDF>

Employee Assistance Program

EAP: Go Forth and Supervise!

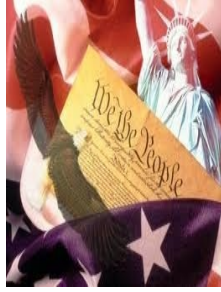
Key points to remember as discussed in the "EAP Congratulations You're In Charge: Go Forth and Supervise!" class. As a rule of thumb supervisors should REMEMBER that there is a right time and place for everything:

- A time to be firm and a time to be flexible
- A time to be decisive and a time to compromise
- A time to be serious and a time to have fun
- A time to be supportive and a time for accountability
- A time to do and a time to delegate
- A time to be innovative and a time to follow company tradition
- A time to listen and a time to talk
- A time to lead and a time to follow

For more information visit the Magellan website: www.here4tn.com

Call the Employee Assistance Program: 1-855-437-3486

EAP now provides five FREE sessions per episode!



CONSTITUTION DAY

Have you heard about Constitution Day and Citizenship Day? Every secondary and postsecondary school receiving federal funds must teach about the U.S. Constitution on September 17, 2010. Individually, the school can determine what kind of educational program they want to administer for enrolled students, but they must hold one every year on the now-named "Constitution Day and Citizenship Day." If September 17th falls on a weekend or holiday, the schools are advised to schedule a program immediately before or after that date.

Are you wondering why September 17th was designated? Some people believe education on the U.S. Constitution has suffered from neglect and routine treatment despite it being established in the secondary school curriculum. Most Americans are exposed to formal education on the U.S. Constitution at least three times in secondary school. Okay, September 17th is significant because the United States Constitution was adopted on September 17, 1787. Did you also know the United States has the world's oldest written constitution, and that it was written in Philadelphia?



The Health Science Center's educational programming effort on the U.S. Constitution is supported through this web link (<http://www.timeanddate.com/holidays/us/constitution-citizenship-day>) for you to learn more about Constitution and Citizenship Day, and distributing a limited number of pocket size U.S. Constitution booklets on Monday, September 17th, in the Plaza Building lobby from 10:00 a.m. to 11:30 a.m. You can also visit <http://www.pocketconstitution.org/> to order a booklet.

If you have additional questions, please call 448-2112.

TITLE IX & SEXUAL HARASSMENT

Title IX

Title IX of the Education Amendments Act of 1972 provides that "no person in the United States, shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." The University of Tennessee's Title IX Coordinator monitors the University's compliance with Title IX. Students with questions or concerns about Title IX, and/or those who wish to file a complaint of non-compliance with Title IX, may contact the University's Title IX Coordinator, Dr. Michael Alston, Office of Equity and Diversity, 920 Madison, Suite 420, Phone: 901-448-2133, Fax: 901-448-1120, malston1@uthsc.edu.

Sexual Harassment

The University of Tennessee is committed to providing an environment free of sexual harassment, including sexual assault. Sexual harassment by any member of the university community (faculty, staff, students) is a form of sex discrimination prohibited by Title IX and University policies. The University will not tolerate sexual harassment. More information about the University's policies and resources relating to sexual harassment and sexual assault, including on- and off-campus resources for victims and the University's procedures for handling complaints against students and employees, can be found at <http://www.uthsc.edu/oed/titleix.php>.

Accommodating Mothers In the Workplace



[Tenn. Code Ann. § 50-1-305](#) (1999) requires employers to provide daily unpaid break time for a mother to express breast milk for her infant child. Employers are also required to make a reasonable effort to provide a private location, other than a toilet stall, in close proximity to the workplace for this activity. ([1999 Tenn. Law. Chap. 161; SB 1856](#))

Under federal law, the Patient Protection and Affordable Care Act, employers covered by the Fair Labor Standards Act are required to furnish "reasonable" breaks to mothers to express milk for their infants who are up to one year old (March 23, 2010).

As a proactive measure you may want to identify a room within your office suite for an employee to express breast milk. The identified lactation room should offer a clean, secure, and private space for the employee who needs to express breast milk during their time on campus. It would also be helpful if the rooms are equipped with a table, chair, and lock from the inside. UTHSC employees should access the designated lactation rooms only for the purposes of expressing, storing and collecting breast milk.

In closing, the Office of Equity and Diversity will assist you in making certain UTHSC is in compliance with this law. If you have additional questions, please contact Michael Alston at 901-448-2133.

Resource:

<http://shelbycountybreastfeeding.org/familaws.htm>

<http://breastfeedinglaw.com/state-laws/tennessee/>

NOTE FROM THE DIRECTOR



- The Office of Equity and Diversity (OED) has been transitioned to the Academic, Faculty, and Student Affairs organizational structure at UTHSC. OED will continue to serve as the University's check and balance for concerns that tend to evolve with having a workforce, workplace, and marketplace that is diverse.
- In August 2011, [AVAZA Language Services](#) Corporation was awarded the state-wide contract for telephone interpreting services for all of State of Tennessee government. According to AVAZA, the state of Tennessee, is listed as third in the United States for rate of growth for foreign-born communities, is home to the largest Kurdish refugee community in the U.S., and significant numbers of Hispanic, Somali, Vietnamese, Laos, Russian, Sudanese and Ethiopian populations. The contract allows state users to contact the AVAZA 24-hour call center for foreign language interpretation in over 150 language and dialects. All agencies and departments, all counties and all programs in the State of Tennessee are covered under SWC 176. As a federal contractor, UTHSC, use of the interpretation services are covered under Title VI of the [Civil Rights of 1964](#) addressing discrimination based race, color or national origin in programs and activities receiving federal financial assistance.
- [DeafConnect](#) is a private, non-profit interpreter referral agency, with funding provided by United Way of Memphis. UTHSC has used DeafConnect's sign language interpreter services for assistance with patients, graduation and other events. Emergency interpreting is also available 24 hours a day. Use of the interpretation services may qualify as a reasonable accommodation under the Americans' with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 depending on the circumstances for UTHSC sponsored events or programs.

2012 Religious Holidays

<http://faithinmemphis.com>

September

- 1~ Consecrating the Guru Granth Sahib (Sikh)
- 14-15~ San Gennaro Day (Italian-American)
- 16 ~ Mexico's Independence Day
- 16 ~ Rosh Hashanah* (Jewish New Year)
- 17-18~ Rosh Hashanah (Jewish)
- 20-29 ~ Paryushan (Jain)
- 22 ~ Autumnal Equinox (Japan)
- 25-26 ~ Yom Kippur* (Jewish)

October

- 1-7~ Sukkot (Jewish)
- 8 ~ Shemini Atzeret (Jewish)
- 9 ~ Simchat Torah (Jewish)
- 9 ~ Cirio de Nazare (Brazil)
- 16-24~ Navaratri (Hindu)
- 20~ Birth of the Bab (Bahá'í)
- 25-26 ~Id al-Adha (Islam)
- 26~ Eid al-adha (Islamic, Muslim)
- 31 ~ Reformation Day (Christian)

Sign up on the HR 128 [Training Calendar](#)

Location of all classes: 930 Madison Plaza Conference Room C-1

Equity & Diversity September/October Training

September

General Office Etiquette: Are You Committing a Crime or a Courtesy?

September 6, 2012..... 1:30 p.m.-3:00 p.m.
1.5 hrs

Friday Forum: Working with Everyday People?

September 7, 2012.....10: 00 -11:30 a.m.
1.5 hrs

Sexual Harassment in Higher Education

September 11, 2012.....9:00-10:30 a.m.
1.5 hrs

Friday Forum: Diversity and Inclusion 101

September 21, 2012.....1:30-3:00 p.m.
1.5 hrs

Workplace Bullying: What Everyone Needs to Know

September 25, 2012.....2:00-3:30 p.m.
1.5 hrs

EAP: Active Listening: Essential Skills for Effective Communication

September 27, 2012.....10:00 .-11:30 a.m.
1.5 hrs

October

Good Telephone Etiquette: Is It In You?

October 3, 2012.....1:30 - 3:00 p.m.
1.5 hrs

Ouch! That phrase hurt.....Disability Etiquette on Affirmative and Negative Words

October 11, 2012.....1:30 -2:30 p.m.
1 hr

Documenting Disciplinary Issues (Supervisors)

October 16, 2012.....2:00 -3:30 p.m.
1.5 hrs

Professional Networking Through Technology

October 18, 2012.....10:00 -11:30 a.m.
1.5 hrs

Friday Forum: Basics of Sexual Harassment

October 19, 2012.....1:30 -3:00 p.m.
1.5 hrs

EAP: Valuing Diversity in the Workplace

October 25, 2012.....1:30 -3:00 p.m.
1.5 hrs

Friday Forum: Challenges, Curves and Puzzles in Supervision (Supervisors)

October 26, 2012.....10:00 -11:30 a.m.
1.5 hrs

Title VI & LEP Training/Video Conference

October 30, 2012.....9:00-10:30 a.m.
1.5 hrs

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