

Multicultural/Diversity Workshops, Seminars, Programs, Activities and Events Participant Attendance Form

Multicultural/diversity education and professional development for employees are critical elements of the Montgomery College Board of Trustees access, equity, and diversity related policies and plan, as well as the College's employee performance evaluation process. As such, strengthening the intercultural competence of our employees and fostering inclusive workplace and educational environments are among the focuses and purposes of the College's professional development and personal enrichment multicultural/diversity programming. In alignment with Montgomery College's commitment to access, equity and diversity, a primary intent of the education provisions of the College's associated policies, plan and performance standards is to ensure that employees have relevant multicultural and diversity learning opportunities to (a) increase their knowledge; (b) build their awareness; and (b) enhance their related skills and competencies.

Montgomery College recognizes that strengthening our intercultural competencies and fostering inclusive workplace and educational environments are more than a destination; it is a lifelong learning process that is integral to the College's institutional journey. At the College there are three distinctly different, yet interrelated, multicultural and diversity educational experiences available to employees. Two of these experiences, considered professional development, are provided within the areas of — (1) *Compliance/Legislation* training and (2) *Multicultural/Intercultural/International/Diversity Education*. The third experience, considered personal enrichment, is cultural events and awareness programs. Within these three educational experience areas there are a variety of offerings in which College employees can attend and participate. However, professional development for all college employees in multiculturalism and diversity is a statewide mandate that should be met through the programs designed specifically for that purpose.

Documenting employee participation at professional development, events and programs can vary. In some instances, a certificate of attendance or participation is provided; however there are instances that a certificate of attendance is not provided. The Multicultural/Diversity Workshops, Seminars, Programs, Activities and Events Participant Attendance Form is to be used by employees to document their attendance/participation, where no other formal certificate of attendance is provided.

Accordingly, [redacted] has attended, participated in, or completed a multicultural/diversity workshop, seminar, program, activity or event that fulfills the College's multicultural/diversity requirement. Furthermore, [redacted] understands that any misrepresentation, omission or falsification related to their attendance will be sufficient cause, in and of itself, for disciplinary action or dismissal from Montgomery College.

[redacted]
Name of Multicultural/Diversity Professional Development
Workshop or Program/Event Attended

[redacted]
Date

[redacted]
Employee Signature

[redacted]
Date

