### SPEAK THE SAME LANGUAGE

In social and professional interaction, check if everyone speaks the same language. If not, the group switches to English.

### EMBRACE GENERATIONS

Embrace the generations that want to grow a career, working 0.8 fte. Working four days can be compatible with a strong career orientation.

### OFFER FLEXIBILITY

Support flexible working hours and a flexible work place.

### FAIRLY ALLOCATE ASSIGNMENTS

Fairly allocate assignments that ensure visibility and recognition, especially for women and people with diverse backgrounds.

## TO JOIN TIDE

Encourage colleagues to join TIDE, the Tilburg University Network for Inclusion, Diversity & Faulity

### STIMULATE STAFF DEVELOPMENT

Stimulate staff development through the training opportunities that are offered at Tilburg University.

#### SUPPORT WITH GRANTS

Determine who is or is going to be eligible to apply for grants. Encourage and support them in submitting an application, in cooperation with Grant Support.

# INCLUSION CheckeLIST

#### ROTATE CHAIRMANSHIP

Rotate the chairmanship of meetings, so that all voices are heard.

### ALERT RESEACHERS TO OPPORTUNITIES

Alert researchers to opportunities to attend and present papers at conferences abroad.

### COMMUNICATE SUCCESS

Share encouraging stories.

### DO NOT ACCEPT ALL-MALE LISTS

Do not accept all-male lists and organize mutual correction. Preferably, half of the candidates & nominees & speakers should be women.

### INVITE DIVERSE ROLE MODELS

Invite diverse role models – including men who counterbalance stereotypical images – for official academic events, seminars, colloquia and conferences.

### PROVIDE PUBLICATION ADVICE

Offer advice on where to best submit research publications. Which journals are leading from a progressive career perspective?

### STIMULATE PARENTAL LEAVE

Stimulate the uptake of parental leave by both men and women & welcome the extended partner leave.

# Welcome new ideas, a variety of perspectives, and different approaches. Discuss with the team what creating a

cross-cultural work

environment entails.

WELCOME

**NEW IDEAS**