BREAKING
THE BIAS HABIT®
A WORKSHOP TO PROMOTE GENDER EQUITY

Guide for Presenters
This is a sample of the guidebook “Breaking the Bias Habit: A Workshop to Promote Gender Equity.”

The complete book is available as part of a package, and can be ordered from WISELI’s online bookstore.

To learn more about the content in this book and the accompanying workshop, please browse the WISELI website or reference:

- Carnes, Molly; Patricia G. Devine; Linda Baier Manwell; Angela Byars-Winston; Eve Fine; Cecilia E. Ford; Patrick Forscher; Carol Isaac; Anna Kaatz; Wairimu Magua; Mari Palta; and Jennifer Sheridan. 2015. “Effect of an Intervention to Break the Gender Bias Habit: A Cluster Randomized, Controlled Trial.” Academic Medicine. 90(2): 221-230.

- Carnes, Molly; Patricia G. Devine; Carol Isaac; Linda Baier Manwell; Cecilia Ford; Angela Byars-Winston; Eve Fine; David Burke; and Jennifer Sheridan. 2012. “Promoting Institutional Change Through Bias Literacy.” Journal of Diversity in Higher Education. 5(2): 63-77.

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BREAKING THE BIAS HABIT®
A WORKSHOP TO PROMOTE GENDER EQUITY

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Guide for Presenters
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## Workshop Prerequisites

- Trainer Skills
- Participant Recruitment
- Gender & Leadership Implicit Association Test (IAT)
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- References Cited in this Section

## Workshop Components

- Pre-Course Baseline Implicit Association Test (IAT)
- Introduction
- Module 1: Implicit Bias as a Habit
- Module 2: Identifying Implicit Bias in the Workplace
- Module 3: Strategies to Reduce the Influence of Implicit Bias
- Commitment to Action Activity
- References Cited in this Section

## Slides with Lecture Notes

## Frequently-Asked Questions and Examples of Challenging Discussions

## Reference List

## Appendix A: Participant Documents

## Appendix B: Presenter Documents
CD/ROM

Editable files for all workshop materials are provided.

BreakingBiasHabit_Slides.pptx

Participant Documents
  BBH Bookmark.pptx
  Case Study 1.docx
  Case Study 2.docx
  Commitment_to_Action_Form.docx
  Evaluation_Form.docx
  Lexicon_of_Bias_Literacy.docx
  Notes.docx
  Participant_Agenda.docx
  Presenter_List.docx
  Reference_List.docx
  Strategies_to_Help_Break_the_Bias_Habit.docx

Presenter Documents
  Bias_Literacy_Flyer.pptx
  Charts_ForWorkshopMaterials.pptx
  Presenter_Agenda.docx
  Presenter_Case_Study_1.docx
  Presenter_Case_Study_2.docx
  Shepards_Turning_the_Tables.docx
  Workshop_Checklist.docx

DVD

Video clips from real workshops are used to illustrate challenging discussions.

Framing the Discussion (Workshop Introduction)
  Clip 1: Defining Gender Equity
  Clip 2: Benefits of Gender Equity

Bias as a Habit of Mind (Module 1)
  Clip 3: Object Perception
  Clip 4: Is Prejudice Declining?
  Clip 5: Reactions to Taking the IAT
  Clip 6: Fielding Questions on the IAT

Implicit Bias in Professional Life (Module 2)
  Clip 7: Gender Stereotypes
  Clip 8: Implicit Bias and Employment Gaps
  Clip 9: A Nuanced Understanding of Leadership

Breaking the Bias Habit (Modules 2 and 3)
  Clip 10: Case Study #1: Dr. Janet Williamson
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  Clip 12: Addressing Stereotypes in Daily Life
BACKGROUND

Although women and men are near parity at early career levels, women are often underrepresented in the senior ranks. The full potential of their contributions remains unrealized in many fields such as science, technology, engineering, mathematics, and medicine (STEMM).

Unraveling the complexities of this issue demands a multi-tiered approach at both the organizational and individual level. At the institutional level in university settings, women report more negative department climates, leave the university in greater numbers, attain tenure at lower rates, receive fewer academic awards and honors, and are less likely to hold leadership positions. At the individual level, adverse employment outcomes for women often result from cognitive distortions based on assumptions (stereotypes) about gender-linked social roles, competencies, and traits.

Attempts to address these issues via diversity mandates can be perceived as coercive and thus may backfire. A synthesis of the research in three areas—motivation to respond without prejudice, intentional behavioral change, and adult learning—suggests that active learning which incorporates self-reflection, applied practice, and commitment to action will best facilitate sustained behavioral change, both at the individual and institutional level. To produce pervasive changes that impact the root causes of gender bias in academia, we require:

- an evidence-based intervention that leads to habitual, unconscious, non-biased behavior among faculty who are the prime movers of organizational change; and
- the ability to present an equity intervention without triggering aversive responses.

ABOUT THE WORKSHOP

This workshop was developed as part of a National Institutes of Health initiative to increase the diversity of the scientific workforce. Funding for this particular program focused on gender diversity in academia, however the concepts and strategies discussed in the workshop transcend gender bias and can be applied to diversity more broadly.
ELEMENTS OF WORKSHOP DESIGN

Considering these requirements for change, we designed a program to promote both individual and institutional behavioral change using a non-coercive approach. The workshop incorporates principles of adult learning and intentional behavioral change. It includes eight active, participatory exercises done in either a small-group or large-group setting, and an individual writing exercise committing to action.

During this workshop, we introduce the concepts underlying gender bias, share examples of how these biases can play out in the workplace, and provide evidence-based strategies to promote self-regulation of bias.

WORKSHOP OUTCOMES

Participants in the workshop experience:

- increased awareness of one’s own personal biases;
- increased levels of internal motivation to respond without prejudice;
- increased equity self-efficacy; and
- enhanced positive equity outcomes expectations.

Participating departments and their members enjoy:

- increased levels of external motivation to respond without prejudice;
- increased gender equity action (if >25% of the department participates); and
- a more positive climate.
PERSIST in your attempts to change implicit bias habits through bias literacy.

Be aware of...

P = Prescriptive gender norms
E = Expectancy bias
R = Reconstructing credentials
S = Stereotype priming
I = Incongruity of roles
S = Stereotype
T = Threat

Strategies to Employ:

- Stereotype replacement
- Counter-stereotypic imaging
- Individuating
- Perspective-taking
- Increasing opportunities for contact
Guidelines for Using the BREAKING THE BIAS HABIT® Workshop Kit

Thank you for purchasing the workshop kit: Breaking the Bias Habit®: A Workshop to Promote Gender Equity.

This kit includes the following materials needed to present a 2.5 hour workshop:

- 5 guidebooks for workshop presenters
- 1 CDROM containing all workshop materials such as Powerpoint slides and handouts
- 1 DVD containing video clips illustrating common questions and responses from actual workshops
- 1 sample folder containing hard copies of all the handouts provided to workshop participants
- 3 sets of Shepard’s “Turning the Tables” transparencies.

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For more information, please see the following Frequently Asked Questions (FAQs):
Frequently Asked Questions (FAQs)
Using the BREAKING THE BIAS HABIT®
Workshop Kit

Can I use the provided powerpoint slides and materials to present this workshop for my own institution/organization?

**YES.** Permission to use the powerpoint slides and materials for your own institution/organization is included with your purchase provided you include the original copyright information.

Can I substitute data from my own institution/organization for the sample data in slide 9?

**YES, it would be ideal if you included your own data in slide 9. You can also choose to use data presented in the presentation titled “Charts_ForWorkshopMaterials.pptx” in the folder, PRESENTER DOCUMENTS, on the included CDROM.**

Can I make other changes to the powerpoint slides and handouts? (E.g., eliminate some slides or handouts, add slides describing different studies, use different case studies, change the color scheme, etc.)?

**YES, you can choose to eliminate, add, or change materials. If you add or change materials, you should change the copyright statement to read: Copyright © 2010, 2015 by WISELI and the Board of Regents of the University of Wisconsin System. Reproduced and adapted with permission.**

If I or my college/university purchased this toolkit to use on my campus, can I use the provided powerpoint slides and materials to present this workshop at a meeting or conference of a professional association or organization?

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Can I use the provided powerpoint slides and materials purchased by my institution/organization to present this workshop at another institution/organization?

**NO. Please ask other interested institutions or organizations to contact WISELI to inquire about WISELI’s availability to present this workshop on their campus.**

Can I make copies of the materials in the sample folder to distribute to workshop participants?

**YES.**

Can I print copies of the PARTICIPANT DOCUMENTS and powerpoint presentation handouts on the CDROM to distribute to workshop participants?

**YES.**

Can I post copies of the powerpoint presentation and PARTICIPANT DOCUMENTS online?

**PERHAPS. You may post copies of the powerpoint presentation handouts (as a pdf document) and PARTICIPANT DOCUMENTS online, if they are posted to a website only accessible to members of your institution or organization who must provide a user id and password to gain access.**

If your question isn’t listed here, please contact WISELI: wiseli@engr.wisc.edu.