

Committee on Diversity and Equity Standing Rules

The Committee on Diversity and Equity (CODE) reviews, develops, and recommends to the Executive Committee revisions to existing goals, policies, and procedures in accordance with University non-discrimination policies.

Charge

- A. Based on federal equal opportunity and affirmative action guidelines, the committee reviews, develops, and recommends to the Executive Committee revisions to existing goals, policies, and procedures in accordance with the University non-discrimination policies.
- B. Identifies (in consultation with the University's Equal Opportunity/Affirmative Action Office) and reports to the Executive Committee on areas in which policy needs to be established.
- C. Makes recommendations to the Faculty Senate on short-term and long-term goals for University equity and diversity and evaluates progress toward achieving those goals.
- D. Reports to the Executive Committee on progress in meeting the objectives of the University's Strategic Plan.
- E. Heightens faculty's awareness of the University's equity and diversity goals, policies, and procedures; and works with Colleges and Departments to achieve these goals.
- F. Reviews and recommends the University's, Departments' and Colleges' methods to improve recruitment and retention of diverse faculty.
- G. Provides assistance to the University, Departments and Colleges as they seek to achieve equity and diversity in hiring.
- H. Prepares an annual report on equity, diversity, and inclusion to be presented to the Faculty Senate, with recommendations, in the spring semester.

Membership

- A. Voting Members
Eight college-based faculty members. No more than two members may be from a single college but no two members may be from the same department/unit. Every effort shall be made to encourage membership from each college.
 1. Seven At-large faculty members appointed by the Faculty Senate; and
 2. One faculty Senator.
- B. Non-Voting/Ex-Officio Members
 1. One Affirmative Action Officer or designee;*
 2. One staff member appointed by the University Staff Assembly;

3. One student representative appointed by the Associated Students, Inc. Board of Directors; and
4. Executive Director of the Office of Inclusive Excellence.

*Administrative positions are appointed by the President or their designee.

Additional ex-officio membership may be recommended by the committee, the Executive Committee or the President or designee.

C. Term

1. The term of appointment for the faculty representatives shall be for three years. The Faculty Senator term shall correspond with the Senator's term. The voting members may be reappointed. Appointments will be staggered to ensure that approximately one-third of the faculty members are appointed each year.
2. The term of the non-voting / ex-officio members will be one-year, except for the staff member, their term will be for two-years.

Officers

A. Chair

1. The Chair shall be elected from and be among the voting members of the Committee.
2. The term of office of the Chair shall be one year. The term shall begin at noon on the last day of the spring semester in which elected the Committee and shall end at noon on the last day of the spring semester of the following year.
3. A faculty member may be elected to serve up to three consecutive terms of one year each as the Committee Chair. After an interval of a year following the end of the third consecutive term, the faculty member shall become eligible again for election to the Chair of the Committee.
4. The Chair is responsible for establishing the agenda for each meeting.

B. Vice Chair

1. At its first meeting of the academic year, the Committee shall elect from its voting members a Vice-Chair.
2. The term of office of the Vice-Chair shall be one academic year. The term shall begin upon election of the Vice-Chair at the first committee meeting of the year and shall end at noon on the last day of the spring semester of the academic year.
3. The Vice-Chair shall preside over the routine business of the Committee in the absence of the Committee Chair or should the office of the Committee Chair become vacant, until the election of a new Committee Chair.

Operations

- A. The Committee shall be a committee of the Faculty Senate, reporting to the Executive Committee.
- B. Issues addressed by the Committee may be referred by the Executive Committee to any of the Standing Policy Committees of the Faculty Senate.
- C. Any of the five Standing Policy Committees of the Faculty Senate may refer issues to the Committee through the Executive Committee.

Committee Meetings

- A. The Committee shall meet monthly or as needed at a designated time and place.
- B. Committee meetings shall be open.
- C. A quorum of the Committee shall be a majority of the voting members. The Committee shall not officially take action in the absence of a quorum.
- D. The meeting agenda and supporting documentation shall be distributed to Committee members at least 72 hours prior to the meeting.
- E. To be a constituted committee/subcommittee (able to officially conduct business) the majority (more than 50%) of the seats must be filled (non-vacant).
- F. A quorum for all committees/subcommittees exist only if a majority (more than 50%) of the filled seats of the voting membership are present.

Standing Rules Amendments

- FS 19/20-34/EX: Quorum – Senate adoption October 3, 2019
- FS 17/18-113CODE/EX: Adopted March 15, 2018
- FS 14/15-74/CODE/EX: Adopted November 6, 2014
- FS 99-108: Adopted February 17, 2000