

# **Inclusion, Diversity, and Equity Action Leadership (IDEAL) Committee Charter**

## **Purpose**

The IDEAL Committee leads and supports the design, implementation, and evaluation of strategies that promote understanding and respect of diverse people, create a more inclusive learning and working environment, and provide equitable opportunities for success. The IDEAL Committee is a committee of the Office of the President.

## **Scope of Work and Areas of Key Responsibilities**

1. *Oversee the development, implementation, evaluation, and modification of a campus DEI (Diversity, Equity, and Inclusion) plan designed to create shared understanding of DEI principles and to foster an inclusive and equitable campus culture.*
2. *Assure that principles of DEI are infused in Board policies and procedures by proposing DEI policies and procedures and by leading the campus in the application of an equity lens to all policies and procedures.*
3. *Facilitate community-wide dialogue to foster an inclusive and equitable campus culture.*
4. *Advocate for the resolution of DEI issues on campus.*
5. *Assess compliance with Oregon HB 2864 Cultural Competency and with Office of Civil Rights requirements.*

## **Membership**

IDEAL Committee membership, at minimum, must include a broad range of institutional perspectives, giving equal weight to the perspectives of administrators, faculty, staff, and students:

- Faculty representatives
- Classified representatives
- Administrative representatives
- Student representatives
- *Ex officio*: Diversity Officer, Human Resources representative, College President

## **Service on the Council**

- Faculty, classified, and administrative representatives serve through active participation for a minimum of two years; students serve for one-year, and may serve longer if available.
- The chair is elected and serves a one-year term; the chair may be re-elected.
- If a member of IDEAL is unable to participate for an extended time due to College-approved leave, the Committee may invite another member of the representative group to stand in for the duration of the absence.
- If a member of IDEAL does not actively participate in the work of the Committee, the Committee may replace that member with another person from the same representative group.

## **Meetings**

- Meetings will be held twice a month as determined by the chair, taking into consideration the availability of Committee members.
- Quorum is designated as:
  - One member from each of the four representative groups, including either the Chair or the Diversity Officer.

- Some council business may be conducted electronically and will be orchestrated by the Committee Chair.

## **Agendas**

- Agenda items may be presented to the Chair at least two work days prior to the meeting.
- The agenda will be developed jointly by the College President, Committee Chair, and the Diversity Officer.
- Agendas will be distributed by the Chair or Diversity Officer to members at least one day prior to the meeting.

## **Recommendations and Decision-Making**

- Recommendations and decisions will be made by consensus. When consensus cannot be reached, recommendations will be decided by majority vote of those present, provided a quorum has been reached.
- Approved recommendations and decisions are advanced to the Senior Leadership Team and President for further review.
- Rejected proposals will be returned to IDEAL with a written explanation as to why the proposal was rejected.

## **Communication**

- Meeting notes will be posted to the IDEAL Canvas Shell within one week. Members are to respond with changes within two days after receiving notification of the posting.
- Meeting notes are approved at the following meeting as the first order of business.
- Meeting notes and summary will be posted on the UCC Intranet and limited to decisions and recommendations of the IDEAL Committee.

## **Dates of approval/updates of charter**

**2/14/2020**