

CEHD Diversity Committee Handbook

Revised 9/21/2009

CEHD Diversity Mission Statement

The overall commitment of the College of Education and Human Development (CEHD) at the University of Louisiana Monroe (ULM) is to create a welcoming campus climate that supports the rights of individuals and reflects respect for diverse cultures, backgrounds and ideas. In order to implement this commitment, CEHD will increase its understanding of the challenges and opportunities involved in serving a diverse population; handle diversity issues with sensitivity and awareness of local/district interests and attitudes; model awareness and appreciation of diversity within our organization and encourage dialogue and collaboration across all lines of difference within our communities.

The Diversity Committee is recognized under the authority of the Dean of the College of Education and Human Development to serve in an advisory capacity to the Dean.

CEHD Diversity Committee Charge

1. The Diversity Committee functions in an advisory role to the Dean of the College of Education and Human Development and will focus their efforts in regards to the following identified areas:
 - a. **Access**-increase opportunities for underrepresented populations to attend and succeed at CEHD
 - b. **Awareness**-spread understanding of the challenges and opportunities within a diverse society
 - c. **Training**-provide access to professional development for CEHD staff, faculty and students to increase their knowledge of diversity issues.
 - d. **Opportunity**-provide opportunities for students, faculty, staff to interact and experience diverse culture at CEHD and aboard.
2. The Diversity Committee advises, recommends and develops strategies for recruitment and retention of a diversified faculty, staff and student body.
3. The Diversity Committee considers and recommends actions and programs that help support and fulfill diversity related commitments by the CEHD.
4. The Diversity Committee provides a forum to which faculty, staff and students may refer questions and recommendations concerning diversity related policies, procedures and programming.
5. The Diversity Committee entertains proposals for funding from various interests on and off campus and advises and recommends actions to the Dean of the College of Education and Human Development.
6. The Diversity Committee advises, recommends and develops strategies for integrating diversity into the curriculum.
7. The Diversity Committee reviews and evaluates diversity related programming and actions in collaboration with the Dean annually.

Membership

In its efforts to be representative of all aspects of the college, the Diversity Committee will be comprised of the following members:

- One Administrator from the College of Education and Human Development (standing member)
- One Faculty representative from the Curriculum and Instruction Department (rotates every 3 years)
- One Faculty representative from the Psychology Department (rotates every 2 years)
- One Faculty representative from the Educational Leadership and Counseling Department (rotates every year)
- One Faculty representative from the Kinesiology Department (rotates every 2 years)
- One Staff representative from the College of Education and Human Development (rotates every 3 years)
- One undergraduate Student representative from the College of Education and Human Development (rotates every year)
- One graduate Student representative from the College of Education and Human Development (rotates every 2 years)
- Chair of the University of Louisiana Monroe Diversity Committee (standing member)
- Campus Special Needs (standing member)

Guidelines for General Procedures

Committee Member obligations and responsibilities:

Regular and reliable participation in committee meetings is necessary to the strength of the committee mission and the foundation of shared governance. Prospective members should consider the committee schedule and their workload when considering participation and continued participation.

Relationship with the University of Louisiana Diversity Committee:

The Diversity Committee shall recognize the supportive relationship that exists between it and the University of Louisiana Diversity Committee. Committee members shall work closely with the University of Louisiana Diversity committee to ensure that committee goals facilitate the goals of the University Diversity Plan. The Diversity Committee Chair shall ensure that positive and regular communications exist with the chair of the University of Louisiana Diversity Committee.

Relationship with Dean of the College of Education and Human Development:

It is the responsibility of the Diversity Committee Chair to provide the Dean of the College of Education and Human Development with regularly scheduled updates on all meetings. The Chair will meet at least once a semester with the Dean of CEHD.

Open Forum:

It is our belief that the Diversity Committee should always consider the voices of all CEHD constituents. Thus, it shall be the expressed intent of the CEHD Diversity Committee to encourage active engagement with all possible CEHD entities in its effort to meet its mission and purpose. Thus, the committee shall set aside time at the end of each meeting to allow CEHD entities (students, faculty, staff, and administrators) to address the committee for the purpose of information, education, petition, support, and issues related to CEHD climate.

Subcommittees:

The Diversity Committee shall form subcommittees if and when necessary to carry out its mission and purpose.

Accountability/Reporting:

The Diversity Committee shall provide the Dean of CEHD with an annual report of activities.

Access Initiatives

Increase opportunities for underrepresented populations to attend and succeed at CEHD.

Awareness Initiatives

Spread understanding of the challenges and opportunities within a diverse society

Training Initiatives

Provide access to professional development for CEHD staff, faculty and students to increase their knowledge of diversity issues.

Opportunity Initiatives

Provide opportunities for students, faculty, and staff to interact and experience diverse culture at CEHD and aboard.