

## Diversity Council Charter of Organization

### I. Purpose

The Diversity Council (DC) exists to provide a space for representatives to discuss issues, plan actions, and advocate for changes related to diversity, equity, inclusion, and belonging at the University of Virginia. The DC embraces diversity and equity as pillars of excellence and cultivates inclusiveness and mutual respect throughout the University community. With widespread representation from across the University, the DC endeavors to effect positive, systemic change through proactive education, advising, and support to schools, departments, units, and student organizations.

### II. Charge

The DC supports University of Virginia students, faculty, staff, and community members through diversity-related events, initiatives, and communications. The DC is focused on both idea sharing within the group and action-oriented goals affecting the entire University community.

### III. Organization

The DC is comprised of two subcommittees, the Disability Advocacy and Action Committee (DAAC) and the LGBT Committee, and seven working and advisory groups. The organization of the DC in terms of membership, groups, and other areas of DC governance will be reviewed regularly to ensure it meets the mission and purpose of the DC and can be modified by the membership of the DC in consultation with the Division.

The DC working and advisory groups include 1) Annual Learning Working Group; 2) John T. Casteen Award Selection Advisory Group; 3) Climate and Intergroup Relations Working Group; 4) Community Partnership Working Group; 5) DDEI Communications Advisory Group; 6) Policy Equity Review Advisory Group; and 7) DEI Metrics Advisory Group. A description for each of these groups is included below.

#### Annual Learning Working Group

This working group assists the Division for Diversity, Equity, and Inclusion (DDEI) in identifying the theme and potential speakers/presenters for the annual learning series as well as help identify opportunities and topics for a broad range of DEI learning events that will support the University community. The working group will help to analyze the learning series and other learning evaluation data, aid in a plan for communications, and promote the annual learning series and other ad-hoc offerings. This working group is coordinated by the DDEI Director for Diversity Education. This group is co-chaired and convened by the Director of Diversity Education and a DC member appointed annually at the recommendation and decision of group members.

### John T. Casteen Award Selection Advisory Group

This advisory group assists the DDEI in communicating the availability of the annual John T. Casteen Award and encouraging nominations. The advisory group serves alongside other community members identified by the Division annually to select the award recipient. The advisory group also assists the DDEI in planning and promoting the annual award ceremony and is coordinated by the Executive Assistant to the Vice President.

### Climate and Intergroup Relations Working Group

This working group supports a climate of inclusion, respect, and belonging at UVA. Members of this working group will assist the Division in reviewing climate survey data as available for multiple constituencies and assisting with identifying programming and other opportunities that will contribute to a climate of inclusion and belonging at UVA. In addition, this working group hosts community conversations and dialogues as needed for action planning in response to climate information and at times in response to issues in the community. This group is chaired and convened by the Senior Director for Equity and Inclusive Excellence.

### Community Partnership Working Group

This working group aids the DDEI Director of Community Partnerships and the Community Liaison in developing and monitoring community partnerships, including assisting with regular evaluation of the strength, value, and degree of reciprocity of community partnerships. This working group also supports communicating about partnerships and events with the broader UVA community. This group is chaired and convened by the DDEI Director of Community Partnerships and the Community Liaison.

### DDEI Communications Advisory Group

This advisory group aids the DDEI Director of Communications in sourcing ideas and content for the DDEI Publication (“Amplify”), advising on specific communications strategies, assisting with building a strong and effective communications network for DDEI related content, and advising as needed on DDEI communications that are responsive to sensitive cultural issues at UVA and in the community. This group will also support the DC itself in communicating the work and impact of the body to the University community on a regular basis, including an annual report of the DC. This group is convened by the Director of Communications.

### Policy-Equity Review Advisory Group

This ad-hoc working group serves as a resource for the University community to deploy DDEI tools for policy equity evaluation processes. Members of this group receive specific professional development around equity literacy and serve as needed to aid in the review of policies and processes brought forward by the DDEI and/or departments and units as part of a stand-alone effort or as components of an area’s

inclusive excellence plan. This group is supported and convened by the Senior Director for Equity and Inclusive Excellence.

#### DEI Metrics Advisory Group

This working group provides guidance to the DDEI on metrics established for tracking progress on university-wide DEI goals for all constituencies. The group advises on DDEI identified inclusive excellence metrics, supports the development of effective metrics reporting mechanisms, and supports building a community of evidence-informed DEI practice. This advisory group is convened by the DDEI Assistant Director for Assessment and Data Analytics.

#### **IV. Membership**

The DC will be convened by the Division for Diversity, Equity, and Inclusion and chaired by the Vice President for Diversity, Equity, Inclusion, and Community Partnerships. Members will include representatives from administrative, academic, and operational units from across the University of Virginia, as well as student representatives. A representative from the DC will be nominated and elected by the general body to serve as co-chair of the DC for a period of two years.

Given the multiple and unique configurations, and to be responsive to distinct organizational structures and cultures in our complex institution, there are multiple pathways to DC membership. DC members will generally be individuals either formally working as a DEI or Community Outreach professional in their specific areas, a member of or chair of a localized DEI committee or will be nominated or volunteer to serve on the DC in consultation with the Deans of each school and leadership of various VP units, President's Office, Provost Office, staff, student and faculty organizations. Large schools/units at the University can identify more than one representative consistent with their organizational needs One student representative will be sought from the University's Student Council Diversity Committee and one undergraduate and graduate student representative will be subject to an open application process on an annual basis.

Faculty and Staff membership involves a minimum three-year commitment and taking an active role in both the DC and at least one of its working or advisory groups. At the end of each three-year cycle the DDEI will seek a confirmation of re-commitment with the DC member and appropriate leader for the area. For those DC members holding positions with formal responsibility for DEI efforts in their area, DC membership will be automatically renewed unless the DDEI is notified by the DC member or the appropriate executive of a change. Subcommittee membership is based upon sub-committee specific objectives and processes and can include representatives from around the University that are not members of the DC to support their specific work and objectives.

**V. Meeting Schedule:**

General body DC meetings will occur quarterly. Meetings of the working groups, advisory groups, and subcommittees will vary based on the needs and work of the group. The chairs and co-chairs of each working group will meet on a regular and more frequent timeframe throughout the year to ensure information sharing and the alignment of efforts. The pace and agenda will be co-created among the acting chairs and co-chairs at the beginning of each academic year.