

UNIVERSITY OF SCRANTON  
COUNCIL ON DIVERSITY AND INCLUSION  
BY-LAWS

ARTICLE 1:

**Section 2:**



- (v) In collaboration with the University's archivist, archive appropriate CDI records and documents

## **ARTICLE 5: MEETINGS**

CDI will normally meet once a month during the academic year; during the summer CDI will meet at least once, with potential additional dates as needed to address on-going business. Monthly meeting dates and times during the academic year will be decided by the Council members. Meeting information will be distributed through email and posted on the CDI website.

Each meeting agenda will include at least two items to review or discuss related to the DEI Strategic Plan

Anyone interested in learning about the CDI, or wishing to be put on the agenda, should contact the chair at least 5 business days prior to the scheduled meeting. Anyone asking to be placed on the agenda will be asked to provide the chair with the topic they are proposing for discussion. Once a term, CDI will hold an open meeting to provide information about on-going discussions and to facilitate feedback.

Quorum for a CDI meeting shall be a simple majority (51% or more) of currently serving members including ex-officio members.

## **ARTICLE 6: SUBCOMMITTEES**

### **Section 1: Standing Subcommittees**

Standing committees are intended to address specific constituency issues, including issues and recommendations contained in the University's Diversity, Equity and Inclusion Strategic Plan. The standing committees shall be:

#### **A) FACULTY INTERESTS COMMITTEE**

Work collaboratively with the Deans and Departments to enhance the development and implementation of diversity and inclusion plans and to develop strategies that affect underutilization and under-representation of diverse Faculty. Faculty representation, increasing the number of diverse faculty; Faculty satisfaction and retention as it relates to diversity and inclusion; Support faculty satisfaction and retention for diverse populations.

#### **B) STAFF INTERESTS COMMITTEE**

Work collaboratively with Human Resources to enhance the development and implementation of diversity and inclusion plans and to develop strategies that affect underutilization and under-representation of diverse staff. Work collaboratively with Human Resources and Staff Senate to enhance the work life of diverse staff

members (social, economic, and professional diversity considerations in addition to gender/identity, language, disability).

C) STUDENT INTERESTS COMMITTEE

Work collaboratively with Student Life and academic units to enhance the development and implementation of diversity and inclusion plans which enhance student development and life; promote the development of cultural pluralism and leadership, work to develop strategies that affect underutilization and underrepresentation of diverse students as developing role models in the student community. Collaborate with students and student related organizations to provide support for student initiatives that reflect an inclusive educational environment.

D) CAMPUS ENVIRONMENT SURVEY TEAM

Gather information on diversity, campus climate and environmental issues from faculty, staff and students the monitoring of campus climate and diversity issues. Oversee the development and implementation of a needs assessment. Work with Office of Institutional Research and outside vendors as necessary.

The Faculty, Staff and Student Interest Subcommittees will meet collectively at least once a semester to review and report to the CDI onw andodev4.1 dp1.1 (R)3.001 4.001ect (v4,)15.1 ( i)4de)13 (a)4 relatedw o the DEI Strategic Plan.

These committees may include ex-officio members, general members, and/or appoint specific (R)3eople o serve onw andcommittee and Rprovide valuable exp for the tasking of andcommittee.

**Section 2: Adoc Committees.**

CDI may establish ad Hoc committees to address issues as deemed necess and appropriate; and to accomplish specific administrative tasks including but not limited to the following:

- (i) Budget
- (ii)

These ad Hoc committees may include ex-officio members, general members, and/or appoint specific people who do not serve on the committee but provide valuable experience for the tasking of the committee. The ad Hoc committee shall be abolished when its purpose is served.

#### **ARTICLE 7: REPORTING**

The Council will provide summary reports of activities to the University at least once a year. A summary of the report will be made available on the CDI website after it is approved by the CDI.

#### **ARTICLE 8: AMENDMENT OF BYLAWS**