

HENRY M. JACKSON SCHOOL OF INTERNATIONAL STUDIES DIVERSITY AND EQUITY COMMITTEE CHARTER

Role and Responsibilities

The role of the Henry M. Jackson School Diversity and Equity Committee is to identify and implement diversity and equity initiatives for the faculty, staff, and students at the Henry M. Jackson School of International Studies.

Responsibilities

The committee's responsibilities include:

- Identifying annual diversity and equity priorities and goals for the Jackson School
- Implementing initiatives or collaborating with groups whose initiatives align with the identified priorities and goals
- Creating and maintaining a committee website
- Serving as a resource and providing training for JSIS faculty, staff, and students

Meetings

The committee meets once a month, or as needed.

Membership

Membership will include two (2) faculty, two (2) staff, two (2) students (one undergraduate and one graduate), and one (1) staff to serve as administrator.

Membership will be held on a rotating basis. Students will hold one-year appointments, with the option to renew. Faculty and staff will serve three-year appointments, with the option to renew.

Faculty membership will be determined by faculty nomination and vote by faculty. Staff membership will be determined by staff nomination and vote by staff. Student membership will be determined by faculty nomination.

2017 Committee Priorities & Goals

Faculty and Staff Recruitment Diversity and Retention

- Include diversity statement in job descriptions
- Require candidates to complete a personal diversity statement or have the statement interwoven into their application
- Require search committees to engage in diversity and equity training

Student Diversity

- TBD – work with student members and office of student services to identify priorities and goals
- Organize and sponsor workshops, TA training, and event collaboration with other JSIS Groups

Faculty and Staff Relations Committee

- Address equity issues between staff and faculty

Other

- Incorporate a diversity statement in JSIS course curriculum
- Establish a committee mission statement
- Create and maintain a committee website
- Publicize role and activities of the committee across the JSIS community