**Diversity, Equity and Inclusion (DEI) Committee**

The DEI committee will consist of up to 12 members with equal voice and value, appointed by the Director. It will ideally include members of the faculty, the staff (administrative and research), postdoctoral scholars, and students (graduate and undergraduate), and members can serve for up to three years. The Associate Director and the Diversity Specialist will serve as ex officio members of the DEI Committee, with no time limit. The committee will reconstitute every year, but members can volunteer to continue to be a member of the committee for up to three years to have continuity of membership. The membership term will be September 1 – August 31. A call for nominations will be made in Spring quarter. An ad hoc advisory committee consisting of the Associate Director, the School Administrator and members of the DEI committee who are not requesting re-appointment will review nominations and provide the Director with advice regarding the qualifications of each nomination. The decision regarding membership by the Director will take into account the need for broad representation across the School, expertise related to activities planned for the coming year, existing involvement in DEI activities in the School, the recommendations from the ad hoc advisory committee, and the existing duties and responsibilities of the nominees. Best efforts will be made to avoid appointing members with supervisory relationships and/or any other relationship that might present a conflict of interest.

At its first meeting each academic year, the DEI committee will elect a chair and vice-chair from the members. The chair will be a faculty or staff member, given the large workload associated with the DEI committee. The DEI committee can establish its own rules of procedure, including how it communicates with the School and its Administration.

The DEI committee shall:

1) Advise the School Director and Administrator on ways to promote diversity and create a supportive and respectful climate for all.
2) Identify policies that will improve diversity, equity and inclusion for the broader SAFS community.
3) Support the implementation of policies to improve diversity, equity and inclusion in SAFS.
4) Identify one of its members as a member of the College Diversity Committee and members as needed to serve as liaisons on ad hoc DEI committees (such as SAFS 360) and/or other DEI-related task forces
5) Identify approaches to determine the extent to which SAFS is achieving DEI objectives.
6) Serve as a channel of communication with the SAFS community and with the College of the Environment on DEI issues.
7) Develop and implement an effective communication strategy to maintain SAFS community informed on progress and initiatives related to DEI.

If for any reason a member is unable to contribute to the work of the DEI committee for more than a quarter, a replacement member will be appointed using the process outlined above.