




University Academic Senate Executive
Committee of the Senate
Felix Ngassa, Chair, 2017-2022
Courtney Karasinski, Vice Chair, 2021-2022

Memorandum

TO: Joel Wendland-Liu, Chair, Equity and Inclusion Committee (EIC)

FROM: Felix Ngassa, Chair, ECS/UAS 

SUBJECT: Charges for 2021-2022

DATE: September 8, 2021

CC: Chris Plouff, Provost
Ed Aboufadel, AVP
ECS Members
EIC Members

At its summer retreat, the Executive Committee of the University Academic Senate (ECS) agreed that we should continue to offer some guidance to the standing committees as they embark upon another academic year. This assistance is intended to support the ongoing work of the members of each committee as they identify and prioritize agenda items for the upcoming academic year.

We thank you for your work over the 2020-2021 academic year and look forward to your continued progress.

Attached for your reference is the section from the [Faculty Handbook](#), which outlines the regular responsibilities of your standing committee. In attending to these regular duties, ECS would like you, as time permits, to address the following matters:

1. Teach-In:

In collaboration with Karen Gipson, organizing and running events to promote awareness of the importance of social justice and campus diversity (e.g., the Teach-in) is one of the ongoing responsibilities of the EIC. For the coming year, organize and run the Teach-In with a specific focus on the forces of systemic racism to deepen an understanding of social justice and racial equity, debrief afterwards, and report to ECS on outcomes and plans for 2021-22.

[SHORE Log: 1120-2019](#)

2. Diversity of Faculty, Staff, and Students across Colleges:

Update ECS on the diversity of faculty, staff, and students across colleges; report findings and make recommendations to ECS on an ongoing basis; and include this as an ongoing responsibility of EIC in your revision of the faculty handbook language.

[SHORE Log: 1008-2018](#)

3. Accessibility Task Force Committee Recommendations:

Conclude a review of the recommendations of the UAS accessibility taskforce (review which recommendations have been implemented and which have not yet been implemented but should be) and forward any recommendations to ECS/UAS.

[SHORE Log: 1009-2018](#)

4. Documenting Relationships:

Document the relationship between I & E and EIC as well as FTLC and EIC. Include in your report a recommendation about whether or not this charge should be an ongoing responsibility for EIC. [SHORE Log: 1165-2020](#)

5. Teaching about Systemic Racism:

In consultation with GEC, review the General Education curriculum-- Particularly US Diversity and Global Perspectives student learning outcomes—and recommend revisions to increase students' understanding of the impact of systemic discrimination and racial inequity on individuals, communities, and society as a whole. [SHORE Log: 1183-2020](#)

6. Equity in Learning:

Review the data from the General Education learning outcomes assessment from the previous two cycles to determine whether they reveal demographic differences in student learning outcomes and make recommendations.

[SHORE Log: 1184-2020](#)

7. ECS Reporting:

Create a process to generate reporting to ECS in a meaningful way.

[SHORE Log: 1166-2020](#)

8. Update EIC Responsibilities:

Consider adding the following responsibility as an ongoing responsibility of EIC: Provide annual review, revision, and update to the website maintained by EIC as the committee adapts the needs of the site and increases functionality for faculty.

[SHORE Log: 1121-2019](#)

9. Promote DEI-related Professional Development Opportunities:

Promote DEI-related professional development opportunities for faculty and also with engaging in professional development as individuals and as a committee to build capacity for informed decision-making.

[10. In collaboration with FPPC and LIFT-MC, review the recommendations from the EPP taskforce and provide input for FPPC to craft appropriate policies.](#)

11. Leadership and Succession Planning:

Please propose language to ensure that the applicable section of the UAS Bylaws (SG 1.02) that charters the committee includes a subsection on Leadership, that describes the leadership positions and succession process.

12. In an effort to engage more faculty in our shared governance system, prepare a 1–2-page mid-year progress report at the end of the Fall semester to be disseminated to ECS/UAS and College Deans (a full report is expected as usual at the end of the year).

Thank you again for the work you do on this important committee.

From the Faculty Handbook:

Equity and Inclusion Committee (EIC):

Responsibilities: The role of the EIC is to promote and facilitate faculty involvement in support of a healthy and equitable campus climate. The committee accomplishes its role by engaging social justice and diversity issues on campus, including but not limited to:

- a. Advising UAS on policies and practices to recruit, support and retain a diverse faculty, staff, and student body (*e.g.*, reviewing the Affirmative Action Plan on an annual basis).
- b. Organizing and running events to promote awareness of the importance of social justice and campus diversity (*e.g.*, the Teach-in).
- c. Identifying faculty for the various university awards related to diversity.
- d. Fostering faculty involvement in student recruitment and retention efforts (*e.g.*, working with pipeline, bridge, student support, and curricular programs).
- e. Serving as a liaison with the Division of Inclusion & Equity and Student Senate Diversity Affairs Committee.