



*HLC Accreditation Evidence*

- **Diversity, Equity, and Inclusion Team Charter**

URL:

Office of Origin:

- Vice President of Student Services

Contact(s):

- Vice President of Student Services

Team Charter  
Barton Community College  
Diversity, Equity and Inclusion Team

**Name of Team**

Diversity, Equity, and Inclusion Team

**Purpose**

The Diversity, Equity, and Inclusion Team supports the College's mission and its Inclusion and Diversity statement.

"Barton embraces diversity/inclusion in our student body, workforce, curriculum and community. We recognize that diversity and inclusion support learning, promote excellence, and prepare a global citizenry. Barton is committed to achieving a community free from all forms of discrimination and harassment in its policies, practices and endeavors. Further, Barton is committed to fostering a diverse community and to promoting greater awareness of and sensitivity to issues of diversity. Toward that end Barton asserts the dignity and worth of every human being and the value of diversity as a source of its strength, including diversity of race, gender, ethnicity, national origin, culture, sexual orientation, age, religion, disability and perspective among students, faculty, staff and administrators."

The team shall:

- Support programming designed to foster a college climate built upon inclusiveness, mutual respect, appreciation, and understanding.
- Support efforts for the review, recommendation, and application of policies and processes that promote and support diversity and inclusion, advance learning, promote excellence and prepare students for global citizenry.
- Encourage the integration of inclusion and diversity into teaching, service, and scholarship.
- Provide a forum for consultation on inclusion and diversity issues that may arise.
- Maintain inventory of college-wide DEI activity.
- Assist in maintaining calendar of DEI highlights, activities, etc., including community events.
- Collaborate with institutional divisions/departments/teams/student organizations in the provision of and promotion of awareness and programming relative to relevant DEI topics.
- Identify locations/promotional venues to evidence ongoing awareness and support of DEI topics.
- Monitor the state of the college climate with respect to issues of diversity and inclusion through the use of regular climate survey and intentional consideration of survey results to inform or impact programming and practices.

**Duration and Time Commitment**

The team has been commissioned as a permanent institutional team. The time commitment for team members will vary with a minimum of two meetings during each semester [Fall and Spring], to include a late spring or summer meeting focused on reviewing & documenting accomplishments and establishing goals and plans for the academic year ahead. In addition, it is expected the team will convene when circumstances warrant discussion and coordination of support efforts.

## Boundaries & Limitations

The Diversity, Equity, and Inclusion Team will support efforts to build the institution's capacity to develop, initiate, and support inclusion and diversity initiatives in alignment with the Barton strategic plan. In response, the Team shall set annual goals to promote knowledge, skill, and institutional practices toward diversity, equity, and inclusion.

When necessary, the team may form additional sub-teams for the purpose of addressing specific issues relevant to inclusion and diversity. The Team will work closely with the Vice President of Instruction and Vice-President of Student Services, as well as faculty, staff, and student representatives to ensure the accomplishment of all objectives.

## Expected Results

The Diversity, Equity, Inclusion Team shall:

- Encourage, promote, support, plan, implement DEI initiatives and activities across the college;
- Collaborate with divisional and departmental areas relative to their DEI initiatives and activities to include the Coordinator of Professional Development, Instructional Staff, Communications, Athletics, Human Resources, etc.;
- Support efforts for the review, recommendation, and application of policies and processes that promote and support diversity and inclusion, advance learning, promote excellence and prepare students for global citizenry;
- Document efforts, accomplishments, and the status of the college climate relative to DEI.

## Reporting

The Diversity, Equity, and Inclusion Team agenda, work activities, and meeting minutes will be posted to the College's website. An annual report that outlines accomplishments, progress of primary tasks, future plans, and future resource needs will be reported annually to the Vice-President of Instruction and the Vice-President of Student Services via the team facilitator.

## Assets Available

Budget Authority	-	None – funding proposals submitted to Vice-President of Instruction and Vice-President of Student Services.
Administrative Support	-	Sponsor: Vice President of Instruction and Vice President of Student Services
Other Resources	-	College <a href="#">Mission Statement</a> , Team Charter, sub-teams
Team Membership	-	Standing members of the Team shall include representatives from diverse areas across the institution including: instruction, student services / student support services, public relations, human resources, and athletics.
Evaluation	-	The Team shall annually evaluate their activities and accomplishments in a report to the sponsors. The team charter will be reviewed annually and revised as needed. The Team should ensure that each core

responsibility, all expected results, and overall efforts are built with the ability to assess and evaluate the effectiveness of its work.

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