



## Diversity Steering Committee Charter

### **We depend on both our unique differences and similarities to make us stronger**

At Mitchell Hamline, we embrace diversity. We recognize the importance of creating a culture that supports and welcomes all members who choose our school to work or learn. Each student (past, present, and future) and employee's unique cultural background, life experiences, perspectives, and viewpoints are considered and valued. Mitchell Hamline strives to provide an excellent educational and employment experience by practicing inclusivity as we work, educate and learn with one another.

### **Our Purpose**

The Mitchell Hamline Diversity Steering Committee's purpose embraces all aspects of the Mitchell Hamline community from prospective students to alumni, faculty, staff and other constituents. The Committee functions as an advisory body to the President and Dean, Senior Leadership Team, and Faculty. The Committee's goal is to promote an inclusive law school culture, particularly with respect to groups that are historically underrepresented in the legal profession. The Committee will provide a forum for learning and sharing innovative programs and best practices that enhance diversity and inclusion to create a sense of belonging.

### **Our Commitment**

1. Identify rich and thoughtful Diversity, Equity, & Inclusion (DEI) education, content, programs, and training that enhance cultural competency, reduce bias, and eliminate discrimination.
2. Recommend, advocate, and integrate DEI initiatives, goals, and strategies into the School's culture, processes, and policies.
3. Demonstrate leadership that encourages respect, openness and awareness, and celebrates and values diversity in its broadest form.
4. Recommend ways to promote and embed DEI in employee professional development.
5. Communicate to the School the status of DEI goals (at least annually) and maintain an open line of communication with the Offices of Diversity, Equity, and Inclusion and Human Resources in matters relating to equity, fairness, and culture.
6. Measure progress against our goals by identifying accomplishments, challenges and barriers, and make recommendations for solutions.
7. Identify DEI best practices that impact recruitment, retention and success of students and employees.
8. Provide a forum for discussion on DEI issues that may arise throughout the School.

### **Leadership and Membership**

The Committee will have two co-chairs, currently identified as the Leader of the Office of Diversity and Inclusion and the Leader of Human Resources, who will be responsible for meeting schedules, preparation, facilitation, action items, and communication with the President and Dean, Senior Leadership Team, and Faculty.

The Committee will have a decanal sponsor, currently identified as the Vice Dean for Academic and Faculty Affairs. The sponsor will support the Committee by advocating for resources as determined by the Committee.

Members of the committee shall be thought leaders who represent the full breadth of functions/departments across the school.

### **Operational Procedures**

The Committee shall meet at least one time per month or may choose to meet more frequently. One or both of the co-chairs will preside at all meetings. A Recording Secretary shall be identified from the Committee to record and distribute minutes for each meeting. When necessary the Committee may create sub-committees to study specific matters and report back to the Committee. In addition, the individual members of the Committee shall serve as communicators to their respective departments/areas. It is the expectation that all members of the Committee will regularly attend meetings.