

Diversity Catalyst Committee (DCC) Rules of Operation

Purpose

The Diversity Catalyst Committee (DCC) champions a long-term agenda for diversity and inclusiveness, in all forms, for the Experiment Station Section (ESS representing AES and ARD) with goals, metrics, timelines, implementation activities, and continuity of practice with a rolling three-year plan. Strategic opportunities will also be pursued as appropriate. The DCC engages in and promotes topics of diversity and inclusiveness in research leadership and more across the Land-grant university system, provides ideas and actions for consideration, and supplements institutional, regional and national diversity and inclusion efforts. The focus is primarily on enhancing the diversity and inclusiveness among the State Agricultural Experiment Station Directors, Research Directors, regional associations and their associates and assistants. Our integrated activities are a blend of national and regional strategies and actions that strive to enhance the individual and organization and to ensure the broadest perspectives in thinking, actions, inclusive excellence and respect for all facets of diversity through the highest levels of leadership. We seek opportunities for collaborations to advance this agenda with all willing partners.

Membership

The membership of the DCC is:

- Chair (1)
- Chair-Elect as Vice-Chair (1)
- ESS/ARD Directors/Administrator from remaining regions (3)
- APS 1890 representative (1)
- Allied APLU representative (1)
- CES representative (1)
- Diversity professional from LGU unit (at least 1)
- NIFA representative (1)
- Executive Vice-Chair as ED from a regional association (1)
- Assistant Vice-Chair as AD from a regional association (1)
- All other regional associations

Members serve two-year terms and may be reappointed indefinitely. The terms of Chair and Vice-Chair (Incoming Chair) are for two years. The Chair positions will be determined by consensus integrating a regional rotation across the five regions with directors from all levels. All five regions will be represented across the Chair, Vice-Chair and the three director/administrator positions. The representative positions (ESS/ARD directors, APS 1862, APS 1890, Allied APLU (BHS, BNR, BVM), CES, Executive Vice-Chair, Assistant Vice-Chair) are appointed by their respective groups. Rotations are encouraged. Terms begin in October after the ESS Annual Meeting. The DCC Executive Committee will be comprised of the Chair, Incoming Chair and one designated DCC member, with support by an Executive Vice-Chair and/or Assistant Vice-Chair. All interested individuals are welcome to participate in on-going activities and are encouraged to bring issues and opportunities forward to DCC.

Trained professionals are also strongly encouraged to participate as their input, insight and expertise is invaluable to this community.

Organization and Function

The DCC will typically conduct their business electronically for plan updates, coordination, issue or problem solving, policy decision approval and in response to initiatives via ESS. The activities of the DCC will be guided by the initial report and resource from the inaugural ***Diversity in Research Leadership Task Force Report***, the IDI assessment from the 2017 ESS/ARD Annual Meeting and other resources such as <https://inclusionandbelongingtaskforce.harvard.edu/publications/toward-model-inclusive-excellence-and-change-postsecondary-institutions>. Future strategic additions are encouraged to improve a quality, contemporary and sustainable diversity agenda. Programmatic and policy decisions will be made by consensus. If necessary, formal decisions will be determined by a simple majority of a quorum of DCC members. An agenda will be published in advance of meetings and minutes will be taken and approved, with all materials posted to [www.escop.info](http://escop.info) at <http://escop.info/committee/diversity-catalyst-committee/>. The members participating on a call will constitute a quorum, provided the meeting has been announced and all materials have been provided to all members of the committee seven calendar days in advance of the meeting. The Chair (or designee) will communicate updates and progress to relevant units. In addition, DCC members are highly encouraged to regularly communicate with their representative organizational groups. If the DCC deems a need to secure financial resources, it may develop a budget proposal to secure funds from ESS through established procedures. The DCC will function to develop ideas, processes, training opportunities, monitor progress, create and catalogue resources and add-value to both regional associations and the national organization wherever possible.

The National Experiment Station Section Diversity and Inclusion Award Committee (see above website) will be comprised of: Chair-Elect, one DCC director, one diversity and inclusion professional, one allied organization representative, a NIFA representative and a faculty member (initially this will be designated by a director and in subsequent years will be a National ESS Diversity and Inclusion Awardee). Their recommendation will be transmitted to the ESCOP Chair for final approval as per other recognized awards.

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