

POLICY & PROCEDURES MEMORANDUM

TITLE:	CHARTER: COMMITTEE ON MULTICULTURALISM & DIVERSITY
EFFECTIVE DATE:	February 22, 2005* <i>(*Title Updates 6/7/12, 11/2/10)</i>
CANCELLATION:	PR-1623.2 (9/17/96)
CATEGORY:	Administrative (AD)

CHARTER

FUNCTION

The Committee on Multiculturalism and Diversity will continually review and make recommendations on College policies and programming that relate to issues of multiculturalism and diversity. The Committee will be proactive in fostering an appreciation of diversity across all College campuses and sites.

MEMBERSHIP

The Committee on Multiculturalism and Diversity will be composed of representatives of each campus and/or site. The College's Equal Access Equal Opportunity (EAEO) Officer, the Assistant Vice Chancellor for Human Resources and one Student Government Association (SGA) President will serve as ex-officio members. The respective SGA Presidents serve alternating years. The Executive Dean of each campus and site will recommend to the College's EAEO Officer at least four members, including a full-time faculty member, a classified staff member, an unclassified support staff member, and an unclassified administrator. The College's EAEO Officer will then make recommendations to the Chancellor of the College who will appoint the Committee.

TERMS OF OFFICE

Each member will serve for three consecutive years; appointments will be staggered. The Chair of the Committee will be appointed by the College's EAEO Officer.

MEETINGS

The College's EAEO Officer will call the initial meeting within one month of appointment of the new Committee. Subsequent meetings will be called by the Chair as required to accomplish the responsibilities of the Committee. Minutes of meetings will be prepared by the Chair and submitted to the College's EAEO Officer who is responsible for maintaining the College's official record copy.

REPORTS

The Committee will prepare a report of all Committee recommendations for the College's EAEO Officer as necessary, with copies to the Chancellor and campus and site Executive Deans, as applicable. The College's EAEO Officer will review all Committee recommendations and will either take action or present those recommendations, as appropriate, to the Chancellor for consideration.

The Chair of the Committee will prepare and submit the required reports as published in the yearly *Operational Guidelines* documenting the progress of the committee, with copies to the committee members.

CANCELLATION

This policy and procedures memorandum cancels AA-1623.2, *Charter: Committee on Human Relations*, dated September 17, 1996.

Attachments:

[Committee Standard Forms:](#)

[Committee Initial Report \(Form A\)](#)

[Committee Recommendation Form \(Form B\)](#)

[Committee Attendance Report \(Form C\)](#)

[Committee Final Report \(Form D\)](#)

Review Process:

Interculturalism and Diversity Committee 2/16/05
College Council 2/22/05

Distribution:

Distributed Electronically Via College's Intranet and E-Mail System