



Board of Trustees

Justice, Equity, Diversity and Inclusion (JEDI) Committee

1:30 – 2:30 p.m.
Tuesday, April 25, 2023

Scanlon Banquet Hall A

A live stream of the meeting for public viewing will also take place on YouTube at the following link: <https://www.westfield.ma.edu/live>

For information about Westfield State’s COVID-19 procedures, visit: www.westfield.ma.edu/covid

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- | | |
|--|-------------------------|
| 1. Call to Order | Trustee Montemayor |
| 2. Approval of Minutes | Trustee Montemayor |
| a. Draft Minutes of November 30, 2022 | |
| b. Draft Minutes December 20, 2022 | |
| c. Draft Minutes February 7, 2023 | |
| 3. Items for Discussion | Dr. LaRue A. Pierce |
| a. Student Voices | |
| b. Hidden Diversity | |
| i. Veteran and Military Services | Justin Marques |
| ii. Banacos Academic Center | Sarah Lazare |
| iii. Campus Pride Committee | Charlotte Capogna-Amias |
| c. Preferred and Chosen Name Committee | Dr. LaRue A. Pierce |
| | Charlotte Capogna-Amias |
| d. BEST-Responding to bias incidents | Dr. LaRue A. Pierce |
| 4. Item for Action | Trustee Montemayor |
| a. Motion: Committee Charter | |
- Attachment(s)**
- a. Draft Minutes of November 30, 2022
 - b. Draft Minutes of December 20, 2022
 - c. Draft Minutes of February 7, 2023
 - d. PowerPoint Presentation
 - e. Draft Committee Charter
 - f. Motion – Committee Charter



Board of Trustees

Justice, Equity, Diversity, and Inclusion Committee

November 30, 2022

Minutes

Via Zoom

in accordance with Massachusetts Gov. Charlie Baker's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20 dated March 12, 2020.

A live stream of the meeting for public viewing also took place on YouTube.

MEMBERS PARTICIPATING REMOTELY: Committee Chair Madeline Landrau, Vice Chair Chris Montemayor, and Trustees Lydia Martinez-Alvarez and Dr. Gloria Williams

MEMBERS EXCUSED: Secretary Melissa Alvarado

TRUSTEE GUESTS PARTICIPATING REMOTELY: Trustee Dr. Robert Martin

Also participating remotely were Westfield State University President Dr. Linda Thompson, Vice President for Justice, Equity, Diversity, and Inclusion Dr. LaRue Pierce, Vice President for Enrollment Management Daniel Forster, Vice President for Institutional Advancement Lisa McMahon, Provost Dr. Juline Mills (joined at 11:21 AM), and Vice President for Administration and Finance Stephen Taksar.

The meeting was called to order at 11:03 AM by Committee Chair Landrau. A roll call was taken of the committee members participating as listed above and it was announced that the meeting was being livestreamed and recorded.

Committee Chair Landrau welcomed everyone to the first Trustee Justice, Equity, Diversity, and Inclusion (JEDI) Committee meeting. President Thompson stated the University will be held accountable for JEDI efforts at a state level and she appreciated everyone's involvement in this issue as it is part of her number one priority.

JEDI 2022-2024 Strategic Priorities. Dr. Pierce shared the strategic priorities for the division of JEDI. Based on themes from the University Efficiency Analysis Advisory Committee (UEAAC) report, Dr. William Lewis' 2018 Diversity Assessment, Dr. Leroy Walker's Recommendations for JEDI and Human Resources, the recent Culture Climate Survey results, and Student Leadership Summit, as well as conversations with faculty, staff, and students, he created the following six priorities for the division:

- Foundational Structure for Justice, Equity, Diversity, and Inclusion (JEDI) Division This division needs staff. He is working with Academic Affairs to create four faculty fellows. He will put together an advisory committee to help develop key performance indicators (KPI).
- Equity, Diversity, and Inclusion in the Student Experience
- Recruitment and Retention of Underrepresented Faculty, Staff, and Administrators
- Recruitment and Retention of Underrepresented Students

- Campus Culture
- Campus Climate and Responsiveness

Dr. Pierce stated the most critical priority is campus culture because if the culture is not changed, it will not accept any other work that is created. The committee requested to review the campus culture surveys and reports. [Provost Mills joined at 11:21 AM]

DHE Equity Agenda Framework. The Department of Higher Education (DHE) developed an equity agenda framework that includes mandates that institutions will be required to meet and data to be provided to the state. Discussion followed:

- Westfield State should get ahead of these mandates and have conversations now on how it will respond. They need to be in place by next year.
- Every institution in the commonwealth needs to look at diversity in connection with ethnic diversity. As a society, there is a need to increase the number of diverse students being retained and graduated. The diversity, equity, inclusion (DEI) lens needs to be added to all planning.
- We should embrace this framework now to embed into the next Strategic Plan.
- To become a Hispanic Serving Institution (HSI), we need to work more closely with those populations in this area and have an infrastructure in place once they arrive to campus to retain them. Dr. Pierce will work with Enrollment Management on this.
- We need to provide specific services to recruit, mentor, and retain students of color. This performance measurement will be used for our funding. Someone from the HSI committee needs to be represented on this JEDI committee.
- Students have great ideas to recruit other students like them, making them the best ambassadors.
- Curriculum is being developed on all aspects of training to be launched in January. SCORE will start curriculum development for general education. JEDI certificates can be created. Some institutions around the country are offering them for \$200-\$300 up to \$5,000. We already have the courses that would satisfy such a certificate.

ACE-Shared Equity Leadership Series. The documents provided are to guide conversations so the committee can collectively agree on the initiatives and accomplishments desired for this committee.

Development of Strategic Priorities for the Committee. The following priorities were suggested and will be discussed further at the December 20 committee meeting.

- Supporting and assessing the University’s progress toward its JEDI goals and the BHE equity agenda
- Supporting and assessing the University’s progress toward recruitment of faculty, staff, and students of color
- University climate and culture

Motion – Acceptance of Selected Committee Priorities. This agenda item was tabled until the December 20 committee meeting.

There being no further business, **MOTION** made by Trustee Martinez-Alvarez, seconded by Trustee Landrau, to adjourn.

There being no discussion, **ROLL CALL VOTE** taken:

Trustee Martinez-Alvarez	Yes
Trustee Montemayor	Yes
Trustee Williams	Yes
Trustee Landrau	Yes

Motion passed unanimously.

Meeting adjourned at 11:54 PM.

Attachments presented at this meeting:

- a. JEDI Strategic Priorities 2022-2024
- b. Academic and Student Affairs Committee PowerPoint Presentation February 17, 2022
- c. Massachusetts DHE Strategic Plan for Racial Equity
- d. ACE-Shared Equity Leadership Accountability
- e. Shared Equity Leadership Toolkit

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Westfield State University Board of Trustees Justice, Equity, Diversity, and Inclusion Committee meeting held on November 30, 2022.

Melissa Alvarado, Secretary

Date



Board of Trustees

Justice, Equity, Diversity, and Inclusion Committee

December 20, 2022

Minutes

Dower Center for the Performing and Fine Arts, Room 127

A live stream of the meeting for public viewing also took place on YouTube.

MEMBERS PRESENT: Committee Chair Madeline Landrau, Vice Chair Chris Montemayor, Secretary Melissa Alvarado, and Trustee Dr. Gloria Williams

MEMBERS EXCUSED: Trustee Lydia Martinez-Alvarez

TRUSTEE GUESTS PRESENT: Trustees Ali Salehi, and Theresa Jasmin and William Reichelt joined the meeting toward the end.

TRUSTEE GUESTS PARTICIPATING REMOTELY: Trustee Dr. Robert Marti and Chloe Sanfacon

Also present and participating were Westfield State University President Dr. Linda Thompson and Vice President for Justice, Equity, Diversity, and Inclusion Dr. LaRue Pierce.

The meeting was called to order at 1:30 PM by Committee Chair Landrau. A roll call was taken of the committee members participating as listed above and it was announced that the meeting was being livestreamed and recorded.

MOTION made by Trustee Alvarado, seconded by Trustee Montemayor, to approve the minutes of the November 30, 2022, meeting. [Although no objections, an actual vote was not taken. The November 30, 2022 minutes will be approved at a future meeting.]

Statewide Strategic Framework for MA Public Higher Education. Dr. Pierce stated that the three priorities for the committee identified at the last meeting are embedded in the Department of Higher Education (DHE) Strategic Plan for Racial Equity and proposed that the committee have one priority -- to advance the DHE Strategic Plan for Racial Equity -- with an action plan incorporating the following five key goals:

Policy Audit
Student Experience
Data and Evidence
Building a Community of Practice
Sustaining Transformation

The campus should focus on competency (at an individual level) and compassion (at an institutional level). Trustees are responsible at the institutional level by placing infrastructure and policies in place to follow the plan.

Committee Priorities. Dr. Pierce stated that once the committee’s priority and goals are adopted, systems will be created to perform audits. In addition to supporting students, the goals also address recruiting and sustaining marginalized faculty and staff. Discussion of the proposed priority and goals followed.

- They are focused on students, community, and data.
- In implementing the goals, work collectively with the DHE mandates to determine measurements.
- Instead of defining and restricting the institution solely in what the DHE mandates, define the committee’s goals and priorities relative to the institution to make impactful change.
- It is the responsibility for the institution, from the Board of Trustees to each department, to follow the mandates.
- The five goals are all encompassing but will take some time to incorporate within the University to meet its needs.
- The framework of the goals will be built specifically on our policies and students and will be integrated into an approach the University can adapt.
- Part of the plan will be creating a strategy for educating and engaging the entire campus community and developing a method for evaluating and measuring outcomes on a year-by-year basis.
- Implementing the priorities and goals needs to be an inclusive process. This committee can support the work by talking with constituents about the JEDI work to be done and by supporting campus events.
- The committee charter will be discussed at future meetings and will define the responsibilities of this committee. It was suggested to include the wording from the first few sentences of the committee priority and goals document.

MOTION made by Trustee Montemayor, seconded by Trustee Williams, to accept the priorities and goals of the Justice, Equity, Diversity, and Inclusion (JEDI) Committee as presented. There being no further discussion, **Motion passed unanimously.**

There being no further business, **MOTION** made by Trustee Alvarado, seconded by Trustee Montemayor, to adjourn. There being no discussion, **Motion passed unanimously.**

Meeting adjourned at 1:53 PM.

Attachments presented at this meeting:

- a. Draft Minutes of November 30, 2022
- b. Statewide Strategic Framework for MA Public Higher Education
- c. Draft Committee Priorities
- d. Motion – Committee Priorities

Secretary’s Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Westfield State University Board of Trustees Justice, Equity, Diversity, and Inclusion Committee meeting held on December 20, 2022.

Melissa Alvarado, Secretary

Date



Board of Trustees

Justice, Equity, Diversity, and Inclusion Committee

February 7, 2023

Minutes

Nettie Stevens Science and Innovation Center, Room 304

A live stream of the meeting for public viewing also took place on YouTube.

MEMBERS PRESENT: Vice Chair Chris Montemayor, Secretary Melissa Alvarado, and Trustee Dr. Gloria Williams

MEMBERS PARTICIPATING REMOTELY: Committee Chair Madeline Landrau

MEMBERS EXCUSED: Trustee George Gilmer

TRUSTEE GUESTS PRESENT: Trustees Dr. Robert Martin Ali Salehi, and Chloe Sanfacon

Also present and participating were Westfield State University President Dr. Linda Thompson and Vice President for Justice, Equity, Diversity, and Inclusion Dr. LaRue Pierce.

The meeting was called to order at 1:30 PM by Committee Chair Landrau. A roll call was taken of the committee members participating as listed above and it was announced that the meeting was being livestreamed and recorded.

JEDI Updates. Dr. Pierce provided an update on campus JEDI. He has been meeting with students to discuss recent police brutality and stated that some students do not feel safe on campus. He stated the campus needs to come together more and shared the possibility of weekly unity sessions for the campus community to discuss what they are experiencing. He shared a presentation on JEDI statistics on campus, which included:

- Staff and faculty numbers by race, ethnicity, gender, and rank.
- A six-year summary of students by ethnicity. A retention plan has been started.
- A focus on Strategic Plan goals two and three to make the University more diverse.
- JEDI initiatives in progress to address individual competency and institutional capacity.
- Conversation Series being offered to faculty, staff, and students.
- Vector software being implemented for EDI online training modules for faculty, staff, and students.
- Climate surveys which will show gaps that need to be addressed. The University would need 1,000 students on campus to become a Hispanic Serving Institution (HSI).
- An update on the status of the following advisory committees:
 - Board of Trustees JEDI Committee
 - JEDI Internal and External Advisory Committee
 - Racial Equity Justice Institute (REJI)

- HSI Community Advisory Committee

Chair Martin stated that in the future it would be helpful to understand our diversity figures in relation to where we think we should be, for example, as compared to Hampden County or Massachusetts. It is important that the vice president of JEDI have a role and voice in hiring, recruitment, admissions, and curriculum.

A discussion took place on why students feel unsafe and/or uncomfortable. Dr. Pierce shared that students feel uncomfortable because of microaggressions from other students and faculty. It was emphasized that students need to know and understand what resources are available to them. Student safety is paramount to the Board and University. President Thompson has had zero tolerance for bias and we are making progress on becoming more inclusive.

There being no further business, **MOTION** made by Trustee Alvarado, seconded by Trustee Montemayor, to adjourn. **ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Alvarado, Martinez-Alvarez, Montemayor, Williams, and Landrau.

Meeting adjourned at 2:14 PM.

Attachments presented at this meeting:

- a. Draft Presentation of JEDI Updates

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Westfield State University Board of Trustees Justice, Equity, Diversity, and Inclusion Committee meeting held on February 7, 2023.

Melissa Alvarado, Secretary

Date

**Division of
Justice, Equity, Diversity, and Inclusion (JEDI)**

**Presentation to the
Board of Trustees JEDI Committee**

April 25, 2023

1:30-2:30

Scanlon Banquet Hall A

Agenda

Introduction

Dr. LaRue A. Pierce

Student Voices

Joseph Bonillia

Naomi Britto

Hidden Diversity

❖ Veteran and Military Services

Justin Marques

❖ Banacos Academic Center

Sarah Lazare

❖ Campus Pride Committee

Charlotte Capogna-Amias

Preferred and Chosen Name Committee

Dr. LaRue A. Pierce

Charlotte Capogna-Amias

BEST-education, support, and responding to campus bias incidents

Dr. LaRue A. Pierce

Veteran & Military Services

How WSU Supports Veterans and Students that are Military Connected

Overview of support services and resources available to veterans and students that are military connected

- Dedicated full time staff member whose focus is assisting veterans and students that are military connected (family members, current military).
- Individualized assistance available to students.
- Connected to every major office on campus and provide soft hand offs.
- Variety of university and local community resource information on hand for students to view and contact.

Discussion of how our institution is promoting diversity and inclusion for veterans and students that are military connected

- The university includes Veteran & Military Services at New Student Orientation Champions Day and Accepted Students Day. For veterans and military family members they see the institution has specialized resources that are connected to the greater institution.
- WSU faculty often listen welcome the opinions of our veteran students in class.
- Veteran & Military Services highlighted individual historic African American and Women Veterans and related military history on source board throughout Black History and Women's History Months.
- Screening of the documentary Almost Sunrise with panel discussion. The film was about 2 Iraqi War Veterans who confront their inner pain and thoughts of moral injury by embarking on a 2,700 mile walk across the United States.
- Despite the recognition and inclusion at some events across campus more can also be done to better promote the diversity of veteran and military connected students at WSU. The racial, LBGTQ and gender diversity is not often highlighted.

Veteran & Military Services continued

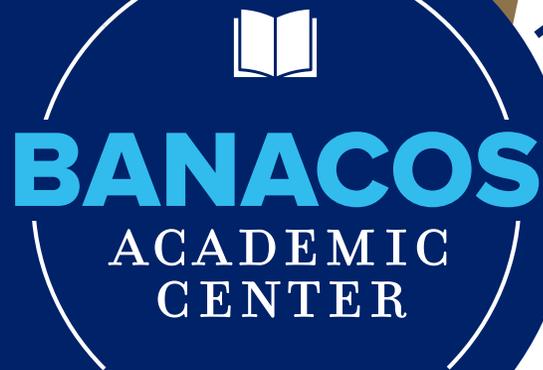
Examples of successful initiatives and programs that support veterans and students that are military connected

- Establishment of the Military Community Excellence Center (MCED): Considered a best practice. Veteran and military connected students have a dedicated location on campus. The MCED is an inclusive space for students to visit and access resources.
- Hosted Veterans Day events: 2021 collaborated with HCC “Journey of a Veteran.” 2022 Veterans Day Celebration and Panel Discussion with WSU faculty/staff panel. Both events displayed the diversity of veteran experiences. Attendees received a greater understanding of who veterans are and how their experience was different due to the era they served as well as their race and gender.
- Created special graduation books for veteran and military connected students during the height of COVID.

Future plans for continued improvement and expansion of support services for veterans and students that are military connected

- Hire second full time staff member to serve as Director of Veteran & Military Services.
- Reestablish and strengthen connections with community resources.
- Conduct new student orientation/in processing for veterans and students that are military connected.
- Increase social media presence.
- Develop training sessions for faculty and staff about veterans and military families. Provide basics about benefits and type of veterans.





**LEARNING
DISABILITIES
PROGRAM**

DISABILITY SERVICES

ACADEMIC STRATEGIES



Learning
Disabilities
Program
Overview

Westfield
STATE UNIVERSITY

Interview Sessions

Fall 2023

Student Accomplishments

Our students tell the real story...



	Spring 2018	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022
Dean's list (3.3+)	32.9%	31.3%	34.6%	33.5%	50.6% (68.9%)	35.3% (51.2%)	37.6% (54.2%)	31.3% (38.4%)	31.6% (40.14%)
GPA 3.0+	55%	56.7%	57.2%	61.5%	80.5%	63.2%	68.3%	52.3%	55.1%

Students participate in...

- Honors Program
- Washington Internship Program
- Student Government
- CURCA research
- Go on Global Domestic and Study Abroad Experiences
- Academic Internships
- Athletics,
- Dance and Theater

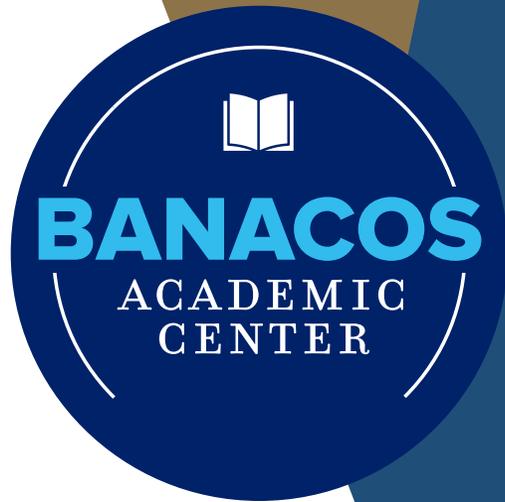
Full involvement in all that WSU offers is encouraged & supported

iversity-inclusion

Outcomes for Students in the Learning Disabilities Program

Entry Term	Retention				Graduation			Still enrolled	Not graduated/ Not Currently Enrolled
	Cohort	Returned next Fall	Retention Rate LDP	Retention Rate WSU	Within 4 Years	Within 6 Years	Within 8 Years		
2015	114	87	76%	77%	50%	14%	3%		33%
2016	114	95	83%	79%	54%	10%		1%	35%
2017	101	80	79%	75%	43%	18%		4%	36%
2018	91	67	74%	72%	52%			11%	37%
2019	109	87	80%	73%				65%	35%
2020	97	80	82%	75%				57%	43%
2021	69	53	77%	75%				77%	23%
Total	695	549	79%	76%	50%	14%	3%	28%	35%

Thank you from the Banacos Academic Center Staff



Committees Promoting Inclusivity

- **Campus Pride Committee**
- **Preferred and Chosen Name Committee**
- **Bias Education Support Team (BEST)**

Supporting our LGBTQIA+ Community at WSU

Campus Pride Committee has been one of the main engines of support for LGBTQIA+ community at WSU for over ten years

Primary work of Campus Pride Committee: Education via 3-hour LGBTQIA+ training, advocacy initiatives to support LGBTQIA+ community at WSU, cultural programming

Support services for LGBTQIA+ students: “Peer Support” via Campus Pride Committee; Counseling Center; Residential Life initiatives

Successes: Educating hundreds of faculty, staff, and students each year through our training; Rainbow Graduation event

Ongoing need for support: Gender inclusive restrooms & locker rooms across campus for gender diverse students, faculty, and staff; implementing an official chosen name policy and protocol; policy for safe overnight travel & study abroad for LGBTQIA+ students, faculty and staff.

Preferred and Chosen Name Committee

Established in April 2022
Committee Consists of Faculty, Staff and Students

The central purpose of the Preferred and Chosen Name Committee is to enable students, faculty, and staff to use their preferred and chosen names in university records and communications, rather than their legal names.

Continued collaboration with university departments to ensure that preferred and chosen names are accurately reflected in records and systems.

Developing educational materials and training sessions to promote the use of preferred and chosen names

By enabling students, faculty, and staff to use their preferred and chosen names, the university is helping to create a more inclusive, welcoming and affirming campus climate for all members of the university community.

Bias Education Support Team

- ❖ Formerly known as Bias Incident Response Team (BIRT)
- ❖ In 2022 re-established as the Bias Education Support Team (BEST)
- ❖ Maxient a conduct software management system, houses all incident reporting forms including the Bias Incident Report Form

This Form is used to report an alleged bias incident.
At Westfield State University, a bias incident is described as any behavior or act—verbal, written or physical—which is personally directed against or targeted toward an individual or group based on perceived or actual characteristics such as race, color, religion, sex, marital status, sexual orientation, gender identity or expression, age, national or ethnic origin, disability or veteran status. Behavior reflecting bias may or may not constitute a violation of Westfield State University policy or constitute a crime (i.e. hate crime).

Events that may constitute a bias incident include, but are not limited to: threatening telephone calls or messages (including e-mail and social media), graffiti, physical assault, sexual assault or abuse, obscene, vulgar, or abusive language, vandalism, destruction of personal property, harassment, or coercion. This report will be received and reviewed by members of the Bias Education Support Team (BEST). We attempt to maintain confidentiality at all times.

Background Information

Please follow these instructions when completing this form:

- Enter your name, title, and contact information
- Enter the nature and location of the incident
- The incident date and time
- Provide a detailed description of the incident
- Attach any relevant files and/or supporting documentation

Enable additional features by logging in.

Your full name:

Your position/title:

Your cell phone number:

Your University email address:

Date of incident *(required)*:

Time of incident:

Location of incident *(required)*:

Specific location:

Involved Parties

Please list the individuals involved (do not include yourself). Include as many of the listed fields as you can provide. For non-students, please list an SSN or Drivers License number in the block labeled CWD Number (C# Number) if available.

Name or Organization	Select Gender	Select Role	CWD Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
DOB (YYYY-MM-DD)	Cell Phone number	Email address	File Address
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Add another party](#)

Questions

What types of identity do you believe this incident was targeting? Please check all that apply. *(required)*

<input type="checkbox"/> Disability	<input type="checkbox"/> National Origin	<input type="checkbox"/> Sexual Orientation
<input type="checkbox"/> Gender Identity	<input type="checkbox"/> Race/Ethnicity	<input type="checkbox"/> Social/Economic Class
<input type="checkbox"/> Immigration Status	<input type="checkbox"/> Religion	<input type="checkbox"/> Other

What form(s) did the incident take? Please check all that apply. *(required)*

<input type="checkbox"/> Written	<input type="checkbox"/> Stare	<input type="checkbox"/> Vandalism
<input type="checkbox"/> Verbal	<input type="checkbox"/> Physical Assault	<input type="checkbox"/> Social Media (Facebook, Instagram, TikTok, etc.)
<input type="checkbox"/> Dating/Domestic	<input type="checkbox"/> Weapons	<input type="checkbox"/> Whiteboard
<input type="checkbox"/> Email	<input type="checkbox"/> Sexual Assault	<input type="checkbox"/> Other
<input type="checkbox"/> Mail	<input type="checkbox"/> Stalking	

Please provide a detailed description of the incident/concern using specific context, objective language (who, what, where, when, why, and how). *(required)*

Questions?



**BOARD OF TRUSTEES
JUSTICE, EQUITY, DIVERSITY, AND INCLUSION (JEDI) COMMITTEE
CHARTER**

I. Mission

The Board of Trustees, Justice, Equity, Diversity, and Inclusion (JEDI) Committee (hereafter referred to as the JEDI Committee) shall work with the Board and the JEDI Division to advance justice, equity, diversity, and inclusion principles and initiatives at Westfield State University (WSU).

II. Authority and Responsibilities

Policies

The JEDI Committee of the Board of Trustees, in concert with the JEDI Division, ensures that excellence remains at the forefront of JEDI endeavors and projects at WSU. The JEDI Committee supports, monitors, and provides guidance as WSU develops the appropriate means to address equity, diversity, and inclusivity strategic priorities. The JEDI Committee leads the Board's engagement on JEDI issues and helps trustees gain the skills necessary to meet the needs of and reflect the diverse university community they serve. Other activities of this board are listed below.

- (1) Connect JEDI principles to the WSU mission within its larger governing responsibilities as a committee of the WSU Board of Trustees.
- (2) Provide oversight and input into initiatives led by the JEDI Division.
- (3) Define institutional-level JEDI priorities, goals, and action steps.
- (4) Ensure that JEDI initiatives are well integrated across campus.
- (5) Help assess, create, refine, and institutionalize policies rooted in JEDI principles at WSU.
- (6) Adopt specific initiatives to champion and oversee.
- (7) Play an active role in internal and external events with the JEDI Division (i.e., Host and/or attend JEDI-related informational, educational, and awareness events and activities.)
- (8) Embody and advocate for JEDI principles.

Oversight of Implementation

Recognize the role and responsibilities of the JEDI Division Vice President in developing and implementing programs/initiatives that promote a thriving, diverse, multicultural, equitable, ethical, and inclusive campus.

Evaluate Performance

Monitor, review, and evaluate the progress and process of the JEDI Committee and the broader JEDI efforts into which the committee provides oversight and input.

Educate the Board

- Understand the campus-wide JEDI plan and the relationship among its components.
- Communicate JEDI Committee activities and all other relevant JEDI information, concerns, and recommendations to the Board.
- Leverage their positions as Committee members to involve and engage other trustees and community leaders in resource development, fundraising, relationship cultivation, and recognition events
- Actively promote and support WSU's JEDI initiatives.

III. Organization

Review of Charter

This charter shall be reviewed and reassessed by the JEDI committee at least annually(?), and any proposed changes shall be submitted to the board for approval.

Membership/Structure/Quorum

The JEDI committee shall consist of at least five but no more than seven members, including ex officio members. The committee chair shall be appointed by the board chair. At least three members of the committee must be board members.

Staff Liaison

The Vice President for Justice, Equity, Diversity, and Inclusion and his/her designee shall be staff to the JEDI committee.

Meetings

The JEDI committee shall convene at least **three times per year**. A quorum of any meeting of the JEDI committee shall consist of a majority of its voting members. Committee members may participate by teleconference.

Agenda, Minutes, and Reports

The chair, in collaboration with the staff designee, shall be responsible for establishing the agendas for meetings. An agenda, together with relevant materials, shall be sent to committee members at least five (5) days in advance of each meeting. Minutes for all meetings shall be drafted by the staff designee, reviewed by the committee chair, and approved by committee members at the next meeting.



Board of Trustees

April 25, 2023

MOTION

To approve and adopt the Westfield State University Charter of the Justice, Equity, Diversity, and Inclusion (JEDI) Committee, as presented.

Robert A. Martin, Ph.D., Chair

Date