

## Georgia College and State University

The College of Education recognizes that society is a unique mixture of diverse individuals. Diversity encompasses issues of gender, race, age, ethnicity, socioeconomic status, sexual orientation, ability, color, country of origin and more. The COE values and respects the diversity of individuals and seeks to prepare students who will be capable of working effectively with individuals of varying characteristics.

The COE will seek to provide learning experiences, both within and outside of the classroom which will foster understanding and appreciation of diversity in our students and will provide strategies to help students work effectively with diverse individuals in professional settings.

### College of Education Diversity Committee Bylaws

#### I. Mission Statement

The COE Diversity Committee shall work to promote diversity in all aspects of the College of Education and the Georgia College community and to increase awareness of diversity by making it a core value and priority.

#### II. Definition

Diversity encompasses issues of gender, race, age, ethnicity, socioeconomic status, sexual orientation, ability, color, country of origin and more.

#### III. Committee Members

1. Membership shall consist of two elected faculty members from each department, one at-large member, and the Director of the Call Me Mister program. Elected members will serve three-year terms.
2. The committee will have a Chair and a Vice-Chair.  
The Chair's responsibilities will include:
  - a) preside over all meetings
  - b) set the date, time, place, and agenda for all meetings
  - c) communicate with the COE Dean to report on the work of the Diversity Committee
  - d) coordinate all funding for the COE Diversity Committee events

The Vice Chair's responsibilities will include

- a) assume all duties of the Chair in his/her absence
- b) assist the Chair as needed in coordinating the work of the Diversity committee
- c) record all meeting minutes and disseminate the minutes to all members for review prior to the next scheduled meeting.

The members' (including the Chair, Vice Chair and Secretary) responsibilities will include

- a) Vote in all actions undertaken by the Diversity Committee
- b) Invite and coordinate volunteers for specific subcommittee responsibilities
- c) Strive to promote awareness through active engagement in diversity issues
- d) Serve as Committee representatives to campus diversity initiatives.

#### **IV. Subcommittees**

1. Call Me Mister
2. Subcommittees will organize specific events and tasks as designated by the Diversity Committee as a whole
3. The last meeting of the year for the Diversity Committee will determine the appropriate subcommittees for the following year.
4. Should the need arise during the year, the Diversity Committee will appoint appropriate sub-committees.

#### **V. Operating Procedures**

1. The committee will determine operating procedures at the first meeting held at the beginning of the academic year. All committee decisions will be determined through consensus building (unless agreed upon to be determined by a majority vote of the committee). A quorum of members is required for any decisions or vote.
2. The committee will attempt to schedule meetings during the common meeting time or at a time mutually agreed upon by the members.
3. Every meeting will begin with the Chair or Vice Chair calling the meeting to order
4. The Chair or Vice Chair will present the agenda to all members prior to the meeting or at the beginning of the meeting.
5. Members will review the prior meeting's minutes and follow parliamentary procedure to revise and/or accept the minutes.
6. Members will discuss each agenda item in order to build consensus or to determine if a vote is necessary based on parliamentary procedure.
7. The Chair or Vice Chair will adjourn the meeting at the designated time.

Approved by the COE: 12-4-2019