



EDWARD J. BLOUSTEIN SCHOOL OF PLANNING AND PUBLIC POLICY

School-wide Standing Committee on Diversity, Equity, Inclusion, and Belonging

Charge, Roles, and Functions

April 2021

I. Fact Finding

The Committee will continue the fact-finding work of the previous Dean's Task Force on DIB. The committee will use qualitative and quantitative approaches to understand:

1. The climate in the school related to diversity and inclusion in terms of experiences by individuals (students, staff, and faculty) in the school and where we are doing well and where we are falling short.
2. Demographic realities within the school and emerging trends that we should be aware of.
3. Intensive review of demographic trends related to the historically underrepresented minority populations (African Americans, Hispanics/Latinx, Native Americans—as defined by the U.S. EEOC, federal, Department of Education, Department of Labor, court decrees, and other official governmental agencies at the state and national levels)
4. Strategies undertaken by other Rutgers units and peer (external) institutions in this space.
5. Assessing the performance of the School toward the achievement of DEIB including climate, diversity the workforce and student body among historically underrepresented minority groups, and women
6. Communicating across all internal levels and sectors within the School and our external partners
7. Preparing and presenting an annual report on the Diversity, Equity, Inclusion and Belonging at the Bloustein School
8. Serve in a direct capacity to support the University-wide Diversity & Equity Strategic Planning Process (and to serve in similar roles for New Brunswick Chancellor led DEIB planning processes).

II. Recommending Solutions and Strategies

Following the fact-finding process, the Task Force will provide concrete recommendations for improvement.

1. The Committee will advise on strategies for education and prevention of insensitivity and discrimination. A far from complete list of strategies include initiatives, incentives, processes, and changes needed in order to make a positive change in the institutional fabric and the lived experience of faculty, staff, and students. The areas that could potentially be considered are faculty and staff recruitment, teaching and cultural competencies in course materials, student services, organizational structure, the school's physical footprint (e.g. displays, facilities, accessibility features) and other physical aspects, and other areas.
2. The Committee will make recommendations related to special events such as Hispanic Heritage Month, Black History Month, Dr. Martin Luther King, Jr. National Holiday, Women's History Month; and historical institutional milestones, such as the Edward J. Bloustein's 30th anniversary celebration activities that would make our commitments to diversity and inclusive highly visible, but at the same time, identify research and development efforts that could be leveraged to fund such activities.
3. Work seamlessly with the newly created senior level faculty/ or staff member who will serve as the School's top diversity, equity, and inclusion, and belonging executive staff level.
4. The Committee will work to establish best practices for the elimination of barriers which inhibit the advancement of underrepresented minorities and women, across faculty, students, administrative staff, part-time instructional staff, consultants, and contractors.
5. The Committee will advise the dean on matters related to necessary resources to achieve the vision and goals related to the committee's charge---which includes the monitoring of the school's progress toward achieving the annual and mutli-year goals for correcting the current underutilization of historically underrepresented minority groups. Accountability measures and practices will be included—consistent with university policies.

III. Transforming

The third charge consists of actions to actually make transformations in the level of diversity, equity, inclusion and belonging, in consultation with the dean, and senior managers of the academic, research and administrative programs within the Bloustein School and other units on campus, the Committee will provide practical tips and undertake specific activities to institute a sense of community and to promote real conversation and dialogue across differences in the school. These activities could range from creating awareness projects, providing support towards inclusive classrooms by helping with reviews of syllabi and teaching methods, and creating small groups of students through “Make a Friend” efforts to bring together students who would typically not have an opportunity to meet. It is essential that the work of the Standing Committee be highly visible and will significantly increase the level of dialogue in this complex, important and high priority visionary pillar of the school.

The Committee’s work will strive to enhance the Bloustein School’s students, faculty and staff, to discern answers, launch initiatives, create opportunities, and advance our common purpose to create—what President Holloway envisions is the “Beloved Community at Rutgers.” The Committee will continue to be guided by three defining and core questions:

- “What is the status, (and what are the challenges, and opportunities) for diversity, equity, inclusion, and belonging at the Bloustein School?”
- “What are the recommendations on ways in which diversity, equity, inclusion, and belonging at the Bloustein School can be strengthened?”
- What resources are essential to make our school more progressively diverse, equitable, inclusive, and belonging?

IV. Work Plan for the Standing Committee on DEIB

It is recommended that the Committee be formulated by the dean, members selected, and the first meeting conducted by the third week of March 2021. Other first orders of Committee business are listed below, but not limited to:

- Committee members selected (by the dean's appointment and elective process consistent with Bloustein School policies & practices).
- Sub-committees and working groups selected.
- Assignment of core working group to work with the University-wide Equity Strategy Process (final deliverables are due by August 2021)
- Committee work plan for the balance of spring semester.
- Committee summer 2021 work plan.
- Committee academic year 2021-2022 work plan.
- Other first order task to be determined by the Committee during its first meeting.