

## Interoffice Communication

**DATE:** Oct 7, 2020

**TO:** The CoE Diversity and Inclusion Committee: Michelle Soupir, CoE Equity Advisor (Chair); Jim Wright, ABE; Steve Holland, AERE; Derrick Rollins, CBE; Jennifer Shane, CCEE; Diane Rover, ECpE; Stephen Gilbert, IMSE; Richard Stone IMSE; Margaret Mathison, ME; Martin Thuo, MSE; LeQuetia Ancar, Engineering Student Services; Santos Nunez, Engineering Student Services; Alexandra Parrott, Program for Women in Science and Engineering; Carmen Gomes, Faculty Senate

**FROM:** W. Samuel Easterling, James L. and Katherine S. Melsa Dean of Engineering

**SUBJECT:** 2020-2021 Diversity and Inclusion Committee Charge



**CC:** Sriram Sundararajan, Associate Dean for Academic Affairs

Thank you for serving on the College of Engineering (CoE) Diversity and Inclusion Committee this year. The role of this standing committee is to guide and advance initiatives that create inclusive environments for all students, faculty and staff in the College of Engineering, thereby enhancing the diversity of the college in all dimensions.

Diversity and inclusion (DI) are important aspects contributing towards the excellence of the college's educational, research and outreach missions. The activities and efforts you have engaged in over the last year including working to identify efforts and gaps in promoting diversity and inclusion in our college as you began the development of a college-level strategy in this space have been very helpful.

This year, I look to your committee to continue helping us build an inclusive climate as stated in our strategic plan by working on the following tasks:

- Complete the development of the college-level strategy for diversity and inclusion efforts across all its mission elements and facilitate the development of department-level strategies that align with the college-level plan. Include metrics as appropriate to measure effectiveness of efforts.

- Provide your perspective in evaluating results of efforts pertaining to understanding and enhancing DI aspects. A pertinent example would be the interpretation of the data emanating from DI questions being included in senior exit surveys across all programs.
- Create and provide opportunities to engage student groups and organizations serving our traditionally under-represented or marginalized students.
- Disseminate and highlight accomplishments, resources and ongoing efforts in this area via the college website on diversity and inclusion
- Liaise with the Vice President for Diversity and Inclusion (VPDI) Council to help align our plans with those of the office of the Vice President for Diversity and Inclusion.

I ask you to work with Sriram Sundararajan, Associate Dean for Academic Affairs, to provide periodic updates in your progress towards achieving these goals.

Once again, thank you in advance for your effort to enhance the inclusive culture of our college. I look forward to working with you throughout the year on this important topic.