

Bylaws for the P&A Committee for Diversity, Equity, Inclusion and Accessibility (DEIA)

(last revised 03/01/2024)

Mission:

The DEIA committee is charged with (i) monitoring the climate in the P&A department, (ii) leading initiatives to improve it, and (iii) keeping up-to-date related resources.

Functioning:

The committee self-organizes its functioning as it deems relevant, favoring a consensus-building process for making decisions.

The committee practices shared leadership and every member has equal rights and responsibilities. The chair and co-chair facilitate task organization and help lead group discussions in the committee.

Membership:

At minimum, the DEIA Committee should include representatives from each cohort in the department with:

- **Students:** 1 undergraduate and 2 graduate students,
- **Research staff:** 1 postdoc or research associate,
- **Departmental staff:** 1 staff member,
- **Non-tenure track faculty:** 1 instructor or research faculty,
- **Tenure-track faculty:** 1 member from each rank (assistant, associate, and full professors).

The P&A-department chair may add additional members, as they deem appropriate.

Nomination process for membership:

The same nomination process applies for committee members from all cohorts to fill a vacant seat:

- A prospective committee member must receive two nominations from members of the same cohort, one of which may be a self-nomination.
- Committee members are appointed by the P&A-department chair.

When a seat is coming up for filling up or vacant, the opening should be widely advertised in the corresponding cohort, in collaboration with relevant organizations (*e.g.*, SPS for undergraduates and GSO for graduate students).

For term renewal, the nomination process may be streamlined, and a single self-nomination is sufficient.

Term duration and limitations:

Each member's term is for two years. Committee members are limited to serving no more than two consecutive terms. Terms should be staggered to facilitate continuity within the committee's actions.

Chair and co-chair:

The P&A-department chair appoints the chair of the DEIA committee while the co-chair is selected by the DEIA committee itself. Any willing member of the DEIA committee may serve as co-chair.

The chair and co-chair should preferably be members from separate cohorts.