

Equity, Diversity, and Inclusion Nursing Committee (EDI NC) BYLAWS**ARTICLE I: Vision and Responsibilities****I. VISION**

The Equity, Diversity, and Inclusion Nursing Committee (EDI-NC) will advise the Administrative Council and Dean on how the University of Arizona College of Nursing (UACON) can actively foster equity, diversity, and inclusion both within and outside the college to create a positive working and learning environment that promotes Inclusive Excellence.

II. PURPOSE

1. Provide guidance to ensure the UACON offers education, resources, and programs that integrate considerations of relevant cultural needs, preferences, and issues.
2. Nurture a collaborative culture of equity, diversity, and inclusion (ED&I) by discussing issues and developing solutions that respect and value divergent points of view while being careful to avoid patterns of power and privilege.
3. Advise the Dean and Administrative Council in addressing equity, diversity, and inclusion issues and initiatives within the UACON.
4. Promote interactive communication among the Administrative Council, Dean, and those directly involved with addressing ED&I issues within the UACON.

III. FUNCTION

1. Oversee integration of ED&I initiatives at the UACON to ensure coherence and alignment with the mission of the University of Arizona.
2. Advise the liaison for ED&I between the UACON, the UA Health Sciences (UAHS), and main campus.
3. Promote policies, programs, and other initiatives to attract and retain a diverse mix of faculty, staff, and students.
4. Recommend changes to structures and processes which foster greater opportunities for inclusion.
5. Support and promote diversity awareness within the College of Nursing and the community.

ARTICLE II: Committee Policies and Procedure

It is the policy of the Equity, Diversity, and Inclusion Nursing Committee that the composition of the EDI-NC reflects the composition and values of the UArizona College of Nursing (UACON). It is the policy of the EDI-NC to grow and change composition in ways that invite new ideas and new members while maintaining a trusted space for EDI-NC members to engage in dialogue and collective action.

Section I. Structure

1. EDI-NC members are elected by the UACON community, including faculty, staff, and students.
2. The EDI-NC is open to all UACON faculty, students, and staff to attend.
3. The EDI-NC will work closely with the Equity, Diversity, and Inclusion Student Nursing Advisory Committee.
4. The EDI-NC shall reflect diversity with regard to people of age, race, color, gender, gender identity and expression, national origin, ancestry, sexual orientation, religion, creed, disability, genetic information, veteran status, and marital status.
5. EDI-NC Members will serve for a minimum term of 2 years. Members may participate in the EDI-NC immediately following their term if elected again.
6. The EDI-NC comprises 12 members (4 faculty, 4 staff, 4 students), all residing within the UACON.
7. Quorum - All members shall have voting privileges. For the transaction of business at all meetings, a quorum of two-thirds ($\frac{2}{3}$) of all members must be present. Additional sub-committees shall be formed and disbanded on an ad hoc basis.

Section II. Selection of EDI-NC Committee

1. During the spring semester, a call will be put out to the entire UACON community to elect members of the EDI-NC for the upcoming academic year.
2. The (co)chairs will determine what information should accompany the election process for the EDI-NC role (e.g., a brief statement of interest from the individual).
3. Before the vote, the co-chairs, in conjunction with the EDI officer for the college, shall review and identify candidates to fill vacant EDI-NC seats. In identifying candidates to fill empty EDI-NC seats, the following criteria shall be kept in mind:
 - a. enhanced representation of diverse identities (e.g., race, gender, ethnicity, LGBTQ identity, first-generation college student, socio-economic background);

- b. experience with equity, diversity, and inclusion work; and
- c. program and campus the member represents.

Section III. EDI-NC Leadership

1. Co-Chairs: The EDI-NC shall be managed and directed by a chair or co-chair, each serving an elected term of 2 years.
 - a. Ideally, one faculty member and one staff member will serve as co-chairs.
 - b. Ideally, the chair positions will be staggered so that there is a minimum of 1 new elected chair in any given year.
 - c. Elections will take place every 2 years. The committee will be voted on by the UACON community. During the last year of the elected term, the co-chairs of the EDI-NC will mentor the new chair or co-chair elect(s).
2. The Co-Chairs shall:
 - a. Conduct meetings
 - b. Determine the schedule of meetings
 - c. Appoint Sub-Committees if needed
 - d. Meet and report regularly to the Dean of the College of Nursing
 - e. Perform such other duties as the committee may direct or as specified in the most recent edition of *Robert's Rules of Order*

Section IV. Composition

1. Co-Chair(s) of the EDI-NC are affirmed by the UACON community to serve for 2 years with the possibility of serving additional years.
2. The College's ED&I officer/coordinator, Dean, and ex-officio EDI-NC members, will be standing members of the EDI-NC.
3. EDI-NC membership comprises elected representatives of UACON's community across programs, departments, and campuses. Each representative will serve as a liaison for their program/department and have the opportunity to vote. UACON faculty, students, and staff are represented in the following manner:
 - A. 2 faculty members: Entry programs
 - B. 2 faculty members: Advanced programs
 - C. 4 staff: Staff from diverse units/departments
 - D. 2 students: Entry programs
 - a. Representative from ED&I SNUA chair and ED&I MSO chair
 - E. 2 students: Advanced programs
 - a. GPSC UACON Representative
 - F. One person from the alumni boards may be elected to serve as a representative.

Section V. Responsibilities of EDI-NC Members

1. EDI-NC Members shall adhere to the commitments made to the UACON and fellow EDI-NC Members as set forth in the EDI-NC Policies and Procedures (as revised, updated, and enhanced), as well as the following administrative documents (which shall be automatically updated to include any documents subsequently adopted by consensus of the EDI-NC).
2. Roles and Expectations of Equity, Diversity, and Inclusion (“EDI”) Committee Members:
 - a. Regularly attend EDI-NC meetings (including sub-committees if applicable).
 - b. Inform colleagues and students of all EDI-NC activities and encourage them to share their ideas and recommendations at meetings.
 - c. Share feedback and ideas about the concerns of all colleagues to the EDI-NC.
 - d. Serve as an advocate for the concerns of the CON community within the CON they represent.
 - e. Serve as role models within their respective class, department(s), college, and community to enhance the visibility of EDI-NC.
 - f. Advise the Administrative Council and Dean (through the Co-Chairs) about issues from the respective CON community.

Section VI. Meetings

1. The EDI-NC shall meet once a month through the 12 months. Special meetings for urgent matters may be called when necessary.
2. Either Co-Chair may officiate at meetings.
3. Meetings shall be open to the entire CON community. Individuals wishing to express their views will be permitted to do so after requesting that the item be added to the agenda.

Section VII. Agenda, Minutes, and Reports

1. The agenda, minutes, and reports shall be distributed to EDI-NC members and UACON members one week prior to scheduled meetings.
2. Meeting minutes will be posted in the shared EDI-NC Box folder.

Section VIII. Amendment of Bylaws

1. The bylaws govern the EDI-NC and its practices. Changes to these bylaws may be proposed by any EDI-NC member or sub-committee, provided that notice of proposed alteration, amendment, or repeal be given to all voting members in advance of the meeting at which the bylaws are to be altered, amended, or repealed.

2. The EDI-NC, by a vote of two-thirds (2/3) of the voting membership, shall have the opportunity to alter, amend, or repeal the bylaws at any regular or special meeting of the EDI-NC.
3. If there is a conflict between the bylaws and *Robert's Rules of Order*, the bylaws will prevail.