Diversity & Inclusion Committee Charge
SABER

Date Adopted: 7/1/2019

Responsibilities

- **Purpose:** To ensure SABER continuously works to become an inclusive, safe, and equitable society that benefits from diverse perspectives and voices.

- **Duties:** Specific duties should include:
  - Conducting a needs assessment (e.g., online survey) of SABER members to determine current strengths and weaknesses of the society in terms of diversity and inclusion
  - Developing a Code of Conduct for the SABER National Meeting. Some examples can be found at
    - [https://www.grc.org/about/grc-policies-and-legal-disclaimers/](https://www.grc.org/about/grc-policies-and-legal-disclaimers/)
    - [https://www.evolutionmontpellier2018.org/code-conduct](https://www.evolutionmontpellier2018.org/code-conduct)
    - Ensuring that the Code of Conduct includes clear reporting procedures and mechanisms for following up and acting upon reports
  - Crafting a Diversity and Inclusion Statement for dissemination and posting on SABER website
    - Some language in the bylaws could modify...
  - Establishing a process for collecting data on who attends SABER (e.g., demographic information, etc. during registration process) to better understand who we are reaching and who we are not yet reaching
  - Creating programs for broadening participation on the national meeting (e.g., recruiting/advertising efforts, travel awards to support the inclusion of individuals from groups not yet well represented at SABER)
  - Interfacing with Abstract Committee to ensure diverse voices and perspectives are represented among abstracts accepted for talks
    - Make diversity a factor for “murky middle” scored abstracts?
    - Have a rubric category related to diverse perspective/study contexts/inclusion research?
    - Interfacing with the Meeting Committee and Speaker Committee to ensure featured/invited speakers represent diverse voices and perspectives
  - Figuring out how to more widely incorporate student centered practices into talks (i.e., best practices for teaching incorporated into talks presented at SABER)
    - Advocate for this from the important angle of equity and inclusion...especially as related to differential abilities of participants and presenters
Bring in more on Universal Design for Learning (UDL). Make sure our meeting adheres to UDL standards

- Bioquest or QUBES folks have worked on this

Reporting: The Diversity & Inclusion Committee reports to the Executive Committee.

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**Accountability**

The Diversity & Inclusion Committee receives its charge from the Executive Committee.

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**Membership**

- **Number of Regular Members**: As many as interested in committing to contribute
- **Determination**: Voluntary by expressing interest to committee chair(s). The following individuals have already expressed interest in serving on this committee
  - Natalia Caporale - ncaporale@ucdavis.edu
  - Shayla Shorter - sshorte@emory.edu, sshorter1@gmail.com
  - Robert Erdmann - robert.m.erdmann@gmail.com
  - Laura Beaster-Jones - lbeaster-jones@ucmerced.edu
  - Karen Gonzalez - um_kgonzalez@suagm.edu
  - Katey Cooper - Katelyn.Cooper@asu.edu
  - Stacy Ochoa - sochoamikrut@ucsd.edu, stacy.ochoa@gmail.com
  - Colin Harrison - colin.harrison@biosci.gatech.edu
  - Beverly Smith-Keiling - smithbev@umn.edu
  - Jana Marcett - MarcettJ@hssu.edu
  - Linda Green - Linda.Green@georgetown.edu
  - Pavan Kadandale - pavank@uci.edu
  - Kelly McDonald - mcdonald@csus.edu
  - Kelly Lane - alane6@unl.edu
  - Joshua Reid - jwr4k@mtmail.mtsu.edu
  - Tanya Josek - tjosek@ilstu.edu
  - Jeff Schinske - schinskejeff@fhda.edu
  - Sara Brownell - sbrownel@asu.edu

- **Ex officio Members**: Potentially one member from the Executive Committee
- **Non-voting Members**: None
- **Term of Service**: Request two year commitment?
- **Chair**: Appointed by Executive Committee