

University of Redlands
Memo re: revised UCIC membership guidelines
February 6, 2019

The UCIC is a body that seeks members whose experience and perspectives can contribute to the development of a University-wide understanding of, and commitment to, inclusion and community. The UCIC also is a body that believes that no single person's vision for inclusion and community is sufficient; rather, the concept of inclusion and community must itself be inclusive.

Toward that end, the UCIC believes that membership in the Council should be impermanent so that membership is not held by a few people, but instead extended throughout the University. Interested and engaged individuals, even when not serving as a member of the UCIC, are welcome and encouraged to participate in the UCIC's mission through service and involvement in UCIC working groups.

Academic Year

All membership "years" on the UCIC will be served on an academic year basis.

One-Year Terms

Ideally, students will serve one-year terms on the UCIC. The one-year ideal for student membership is reflective of the fact that (a) student schedules/commitments change substantially each academic year and between semesters (b) a longer term would substantially limit the total number of students who could participate. After a one-year term, a UCIC student member may submit a request for membership renewal, to be considered by the UCIC membership.

Ideally, a minimum of three students will serve as UCIC members at any given time, with membership open to students from the School of Business, School of Education, and the College of Arts and Sciences. Students generally should be selected for membership on the UCIC in the Spring for service that would begin the following Fall.

Appointment of UCIC Student Membership

Each Spring, the UCIC shall vote the slate of potential student members to serve 1-year term to begin in the Fall. The UCIC shall take its vote after receiving membership recommendations from UCIC members. Membership recommendations will be made in consultation and collaboration with student clubs and organizations.

Three-Year Terms

Faculty, Staff, and Administrators (collectively, "Employees") will serve three-year terms on the UCIC. The three-year term for Employee membership is reflective of the fact that (a) Employee schedules/commitments often are more

stable from year to year and (b) a three-year term permits half of the total UCIC membership to remain in place for the following year (thus permitting some continuity in the UCIC). After a three-year term, a UCIC member may submit a request for membership renewal, to be considered by the UCIC membership.

Ideally, a total of eighteen Employees (six Faculty, six Staff, and six Administrators) will serve as UCIC members at any given time. The Employee membership terms shall be staggered so that one-third of Employee membership shall turnover each year. Similar to the distribution of students, Employee membership will be open to administrators, faculty, and staff from the School of Business, School of Education, and College of Arts and Sciences. One Administrator should be a member of the President's Cabinet. Employees generally should be selected for membership on the UCIC in the Spring for service that would begin the following Fall.

Appointment of UCIC Employee Membership

Each Spring, the UCIC shall vote a slate of Employee members, either returning or new, to serve 3-year terms beginning the following Fall. The UCIC shall take its vote after receiving membership recommendations from the UCIC membership or membership renewal statements.

Replacements for Unexpired Terms

If a member of the UCIC (whether a Student or Employee) is unable, or unwilling, to complete a term of membership on the UCIC, the UCIC facilitator/co-facilitators shall recommend an appropriate person to serve the remainder of the unexpired term, to be considered by the UCIC membership. After serving the remaining term, the replacement UCIC member is eligible to submit an application for membership that shall be subject to the process for any new UCIC membership recommendation.

New Membership Nominations

To help identify new members for the UCIC, both Students and Employees, the UCIC should advertise across campus to invite nominations and self-nominations. Individuals wishing to become a member of the Council will be asked to submit a brief statement describing why they are interested in joining, and what qualities and experiences they could bring to the group.