



Educating for Tomorrow's Media  
**Broadcast Education Association**

## **Diversity and Inclusion Committee Bylaws**

**Approved by the Board of Directors**

**Approved November 2016**

Diversity and Inclusion is a standing committee of the Broadcast Education Association's Board of Directors. It serves the membership by promoting diversity and inclusion within and on behalf of the Association.

### ***COMMITTEE MISSION***

The mission of the BEA Diversity and Inclusion Committee is to promote diversity, equal opportunity and inclusion for all persons within our membership, leadership, and our research, and creative activities. The Committee champions diversity, educational equality and the preparation of individuals who can live and work effectively in a multicultural and interdisciplinary world.

### ***MEMBERSHIP***

1. The Diversity and Inclusion Committee is comprised of 5 voting members, including its chair.
2. One member must be a member of the BEA Board of Directors
3. Ex-officio members of the committee include: the BEA Executive Director and the President of the BEA Board of Directors

### ***COMMITTEE APPOINTMENT***

1. Appointment to the Diversity and Inclusion Committee is the responsibility of the President of the BEA Board of Directors, based on the recommendations of the Chair of the Diversity and Inclusion Committee
2. Appointments are made to staggered two-year terms.
3. A member may serve two consecutive three-year terms

### ***CHAIR APPOINTMENT***

1. The chair is appointed to a two-year term.
2. Appointment of the chair is the responsibility of the Present of the BEA Board of Directors
3. The chair is a voting member of the Committee
4. A successor is appointed effective upon completion of the outgoing chair's two-year term.
5. The chair is normally selected from one of the current members of the Diversity and Inclusion Committee.

### ***RESPONSIBILITIES***

1. Generate, promote and implement ideas and activities that promote diversity and inclusion at BEA
2. Generate, promote and implement ideas to increase membership from underrepresented groups.
3. Track and report the participation of underrepresented groups in BEA.
4. Select winners for the Outstanding Diversity and Inclusion Research Paper Award and the Outstanding Diversity and Inclusion Creative Work
5. Promote research on Diversity and Inclusion

### ***MEETINGS***

1. The Diversity and Inclusion Committee meets in the spring on the day preceding the opening of the Association's annual convention. This meeting can take place electronically or in person.
2. Proposals and recommendations pertaining to the committee's mission are reviewed and acted upon during the Spring Committee meeting

### ***REVIEW OF BYLAWS***

- a. The Diversity and Inclusion Committee will review the content of the document periodically, as needed, at its spring meeting. When appropriate, it recommends changes to the Board of Directors.
- b. Proposals for additions, amendments, and revisions to this document are reviewed during the spring meeting to enable a full range of viewpoints including those of committee members, whose procedures may be affected by institution of guidelines or a change in a policy.
- c. Following its consideration, a majority vote of the Committee determines whether a recommendation will be forwarded to the BEA Board of Directors.
- d. Proposals for revisions to this document that emanate from the Board of Directors shall be conveyed in sufficient time to enable the Committee to respond prior to action on any such motion by the Board of Directors.