

Title: Equity Committee

Rationale or Purpose

To ensure the prioritization of diversity, equity, inclusion, and access spans all facets of the work NAFME conducts, and to reinforce the importance of creating equity-based systemic change in how the association functions.

Policy Statement

1. The Equity Committee is an ad-hoc committee of the association.
2. Review of nominees to the Nominating Committee.
3. Review of all new programmatic and activity-related content and Diversity, Equity, Inclusion, and Access (DEIA)-specific content, as deemed appropriate by the National President and Executive Director, will be the purview of the Equity Committee, prior to the launch of any such initiative, or in response to independently identified content-specific inquiries.
4. Serving on and collaborating with the Professional Development Committee.
5. Identifying, prioritizing and implementing the Diversity, Equity, Inclusion and Access (DEIA) work of NAFME.
6. Monthly Report of the Equity Committee to the NEB.

Procedures

1. Duties and Responsibilities
 - a. Review of Nominees to the Nominating Committee
 - i. Consistent with I.J.001, Division Presidents shall put forth committee nominations for review by the Equity Committee, complete with Curriculum Vitae and Equity Statement from each nominee.
 - ii. Consistent with I.J.001, The Equity Committee shall provide to the NEB feedback on prospective Nominating Committee nominees, through the lens of equity, utilizing a uniform methodology to be decided upon and implemented by the Equity Committee, as well as a Curriculum Vitae and Equity Statement from each nominee.
 - b. Review of all New Programmatic and Activity-Related Content
 - i. New programmatic and activity-related content and DEIA-specific content, as deemed appropriate by the National President and Executive Director, will be submitted to the Equity Committee for review and feedback.
 1. New Program and Activity content and DEIA-specific content may be brought forth to the National President and Executive Director by either staff or volunteer leadership of the association, for potential review by the Equity Committee, under this policy.
 2. The National President and Executive Director will jointly submit a written inquiry to the Chair of the Equity Committee, with a request for review and feedback pursuant to the relevant content.
 3. Whenever possible, the National President and Executive Director shall stipulate the timeline or deadline by which review and feedback of relevant content is requested.
 4. Review and feedback of relevant content, per request of the National President and Executive Director, shall be submitted, in writing, to the National President and Executive Director, on the timeline or pursuant to the requested deadline, indicated in the request for assistance.
 5. The National President and Executive Director, in consultation with any and all appropriate and relevant staff and/or volunteer leadership audiences, will consider

content-specific feedback provided by the Equity Committee, in working to ensure the lens of equity is applied across all of the association's work.

ii. Independently Identified Content-Specific Inquiries

1. Should the Equity Committee independently become aware of or wish to make a content-specific inquiry, the Equity Committee Chair shall share such inquiry in writing with the National President and Executive Director, and shall provide committee review and feedback, as appropriate.
2. The National President and Executive Director, in consultation with any and all appropriate and relevant staff and/or volunteer leadership audiences, will consider content-specific feedback provided by the Equity Committee, in working to ensure the lens of equity is applied across all of the association's work.

c. Serving on and collaborating with the Professional Development Committee

- i. Consistent with I.G.002, (3) designated members of the Equity Committee will also serve on and collaborate with the Professional Development Committee. Equity Committee service on the Professional Development Committee is consistent with the stated rationale or purpose of this policy, to ensure the prioritization of diversity, equity, inclusion, and access spans all facets of the work NAFME conducts.

1. Equity Committee members serving on and collaborating with the Professional Development Committee shall provide feedback to the Professional Development Committee, through the lens of equity, at all times during the natural progression of the committee's work.
2. Should Equity Committee members serving on and collaborating with the Professional Development Committee become aware of or wish to make a content-specific inquiry pursuant to the Professional Development Committee's work, these members, in consultation with the Chair (and co-chairs) of the Professional Development Committee, shall bring forward this content-specific inquiry to the Chair of the Equity Committee. If deemed appropriate, the Equity Committee Chair shall share such inquiry in writing with the National President and Executive Director, and shall provide committee review and feedback, as appropriate.

d. Identifying, prioritizing and implementing the Diversity, Equity, Inclusion and Access (DEIA) work of NAFME

- i. To reinforce the importance of creating equity-based systemic change in how the association functions, the Equity Committee is tasked with pursuing the identification, prioritization and implementation of DEIA work of NAFME.
1. Annually, consistent with the NAFME budgeting process timeline identified by III.A.001, the Equity Committee Chair shall identify specific goals for the coming year. The goals identified shall ensure that the work of the committee promotes equity-centered efforts by NAFME.
 2. Consistent with the NAFME budgeting process timeline identified by III.A.001, the Equity Committee shall bring forth identified goals ensuring the work of the committee is focused on promoting equity-centered efforts by NAFME to the NEB for consideration in upcoming organizational planning.
 3. Upon NEB approval of annual goals ensuring the work of the committee is focused on promoting equity-centered efforts by NAFME, the Equity Committee shall be empowered, as appropriate, to pursue the stated work identified in these goals, in consultation with the National President, NEB, Executive Director, and potentially other staff and volunteer leaders, so as to ensure necessary collaboration and accountability.

e. Monthly Report of the Equity Committee to the NEB

- i. On a monthly basis consistent with the NAFME fiscal year as outlined by III.B001, the Equity Committee will submit a report of its work to the NEB, pursuant with this policy.

2. Committee Structure

- a. The committee size will be no less than six(6) members.
- b. There will be a Chair appointed by the National President in conformity with the association’s appointment policies. Additionally, the Chair should demonstrate expertise and educational background in leading equity-centered work.
- c. The other members of the Equity Committee will be chosen by the National President, in consultation with the Equity Committee Chair. Per I.I.001, “members serve at the pleasure of the National President.” Selection shall be pursuant to the following criteria:
 - 1. Recognized expertise in the research or practice areas of DEIA.
 - 2. Recognition of the inherent value in considering people of diverse backgrounds (inclusive of but not limited to professional discipline and setting, communities of color, minority status, cultural and language perspectives, religious and spiritual beliefs, socioeconomic status, as well as sex, age, race, ethnicity, nationality, sexual orientation, gender identity, and disability).
 - 3. Consideration of association divisional representation.
 - 4. Consideration of higher education membership representation.
 - 5. Consideration of Pre-K12 membership representation.
 - 6. Consideration of representation from NAFME Societies and Councils.
- d. (3) designated members of the Equity Committee will also serve on the Professional Development Committee.
- e. The Equity Committee is intended to function as a collaborative style work group in which expertise may be shared and discussed by all participants. The intent is for this committee to work as a scholarly collaborative. This committee is not intended to function as a parliamentary.

Scope

Review of nominees to the Nominating Committee, review of programmatic and activity-related content and DEIA-specific content, Professional Development Committee service, actualization of the 2019 Diversity, Equity, Inclusion and Access Current State Study commissioned by NAFME, and quarterly reporting to the NEB.

Definitions

- 1. Ad-Hoc Committees are groups formed for the purpose of providing advice or action on issues defined by the National Executive Board, the National President/Board Chair, or a Division President.
 - A. Ad-Hoc Committees appointed by the National President/Board Chair or National Executive Board shall serve until the end of the term of office of the National President/Board Chair during whose administration they were appointed.
- 2. New programmatic and activity-related content is relevant as pertains specifically to the work of NAFME in furtherance of its mission.
- 3. DEIA-specific content is relevant as pertains specifically to the work of NAFME in

furtherance of its mission.

4. "NEB" in this policy refers to the National Executive Board.

References

2012 NAFME Constitution and Bylaws, Section 6. Ad-Hoc Committees.

Approved By:	NEB, March 30, 2021
Date of Last Revision:	
History:	Prior to adoption of this policy, the Equity Committee was created in the fall of 2020 during the Presidency of Mackie V. Spradley. Appointees to the Committee were named shortly thereafter, and President Spradley serves as the current Chair. In creating the inaugural Equity Committee, President Spradley placed a strong premium on cross-pollination of the work of the Equity Committee with the NAFME Professional Development Committee, National Executive Board, and other governing constituencies of the Association. This focus is important so as to ensure that prioritization of diversity, equity, inclusion, and access spans all facets of the work NAFME conducts, and to reinforce the importance of creating equity-based systemic change in how the association functions.