



Diversity, Equity, Inclusion,  
Climate, and Engagement (DEICE)  
*Committee*

July 2023

To: The SIPA Community

From: Michael Nutter, Jenny McGill and Ben Orlove  
DEICE Committee Co-Chairs

Subject: **DEICE Committee's 2022-23 Activities and Plans**

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**Overview.** We are happy to provide this update on the activities of the Diversity, Equity, Inclusion, Climate, and Engagement (DEICE) Committee over the past school year, and to share our plans for the coming year. As discussed below, we were delighted to welcome alumni representatives as well as SIPA's new Associate Dean for Diversity and Community Engagement, Jilliene Rodriguez, to join the committee this year. Thanks to input from our student members and students attending our Open Forum in February, we focused more this year on the concerns of first-generation students, students with disabilities, and student parents, and on the issue of casteism. We also collaborated with Associate Dean Rodriguez on many of our programs, including the *SIPA Connects* pilot program for staff. Through our subcommittees, we continued working on issues highlighted in the DEI assessment completed in June 2021, as well as hosting and co-sponsoring DEI-related events, supporting several DEI mini-grants to students, and honoring identity and heritage months of interest to members of the SIPA community. We very much appreciated Dean Yarhi-Milo's message following the US Supreme Court's recent decision on affirmative action in higher education. In the coming year, we look forward to working with the Dean and Associate Dean Rodriguez to advance SIPA's DEI agenda in the context of this decision. We are committed to continue working for a more diverse, equitable, inclusive and accessible SIPA, so that all students, staff and faculty feel welcome and supported, and so that our students are equipped to meaningfully address the local and global policy challenges they will face in the years ahead.

**DEICE Committee membership.** Based on recommendations from the DEI assessment, we were very happy to invite two alumni representatives – Damon Isiah Turner (MPA 2003) and Suha Gillani (MPA 2018) – to join the committee this year, and to also welcome SIPA's inaugural Associate Dean for Diversity and Community Engagement, Jilliene Rodriguez, to serve on the committee ex officio. The committee now includes members of the Dean's Office, staff, faculty, alumni and students, and the student members include both general student representatives and representatives of the Diversity Coalition of student organizations (see [Annex 1](#)). Our active subcommittees include Student Diversity and Campus Climate, Staff Diversity and Inclusion, Faculty Diversity and Curriculum, and Events and Programming, as well as our Steering Group (see [Annex 2](#)). We continue to be governed by our updated bylaws, approved in July 2022 (see [Annex 3](#)).

**DEICE Committee meetings.** Over the past year, we held monthly meetings, generally on the last Wednesday of each month. We were delighted that the Dean and Associate Dean Rodriguez could join both our kick-off meeting on September 21 and our Open Forum meeting on February 22. Some of the main issues raised in the Open Forum included the financial and other challenges faced by first-generation students at SIPA, as well as the concerns of students with disabilities about physical access to the International Affairs Building (IAB) and the need for greater attention to disability in the SIPA curriculum. As noted below, our Diversity Coalition members and other student members have been raising similar concerns, and we will follow up in the coming school year with the administrators who are working on these issues. In our last full committee meeting on April 26, we also conducted a brainstorming session to reflect on this year's activities and to identify possible priorities for the coming year.

**Student Diversity and Campus Climate.** The Student Diversity and Campus Climate Subcommittee focused this year on several issues related to improving the climate at SIPA. The subcommittee met with Lakhbir Singh, Associate Director of Financial Aid, in November, and with Grace Han, Executive Director of Admissions and Financial Aid, and Gina Malara, Associate Director of Admissions, in February, to discuss strategies for improving recruitment of students from underrepresented groups, and for improving financial and other assistance for first-generation and low-income students. During those conversations, students expressed an eagerness to get involved with the admissions process to help recruit a diverse class. Other issues addressed by the subcommittee included the need for the IAB to be more accessible to students, the vetting of courses involving engagement with the local community, the posting of fliers on IAB bulletin boards, and the possible scope of work for proposed DEI fellows.

**Diversity Coalition.** The Diversity Coalition includes student organizations (listed at the end of [Annex 3](#)) whose mission supports DEI at SIPA, and the coalition continues to play a crucial role in advocating for DEI on the DEICE Committee and at SIPA. Under our bylaws, the DEICE Committee includes up to ten representatives from the Diversity Coalition, as well as a representative from the SIPA Student Association (SIPASA). In addition to attending DEICE Committee meetings, the Diversity Coalition representatives held their own monthly meetings during the year, chaired by the DEI representative from SIPASA. The Diversity Coalition also invited other student organizations whose missions support DEI at SIPA to join the coalition, and welcomed the Latin American Student Association (LASA) and the Middle East and North Africa (MENA) Forum as new members this year. Diversity Coalition representatives played a crucial role in the DEICE Committee this year, reinforcing the concerns of students with disabilities and first-generation students raised at the Open Forum; continuing to call for greater attention to race, gender and intersectionality in SIPA courses, and for strengthening the Africa regional specialization; highlighting the needs of student parents (for example, for a breastmilk-pumping space in IAB); and also raising concerns about casteism and colorism at SIPA.

**Staff Diversity and Inclusion.** Building on last year's work, the Staff Diversity and Inclusion Subcommittee collaborated with Associate Dean Rodriguez on initiatives to improve the workplace climate for SIPA staff. Based on last year's benchmarking exercise, the subcommittee proposed the establishment of a Staff Council that could provide a forum for staff members, advise SIPA leadership on staff-related issues, and support staff recruitment, professional development

and retention. At the start of the school year, the subcommittee also proposed several community-building activities for staff to supplement the activities already organized by the Dean's Office and Human Resources. In early conversations with Associate Dean Rodriguez, the subcommittee learned that she and the Dean were already planning additional community-building activities for staff, and they agreed to support the events as needed. In addition to supporting the staff events, the subcommittee collaborated with Associate Dean Rodriguez and Human Resources to design and launch *SIPA Connects*, in which a SIPA staff member is paired with a new(er) staff member from another department to provide a warm welcome, and to support them in getting better acquainted with the SIPA culture. This pilot program supported 10 pairs of staff and was very well-received.

**Faculty Diversity and Curriculum.** Over the past school year, the Faculty Diversity and Curriculum Subcommittee kept DEICE Committee members apprised of ongoing faculty searches, and encouraged student members of the committee in particular to attend job talks for these searches. In the fall semester, the subcommittee met with the Associate Dean for Academic Affairs, Hazel May, and Associate Dean Rodriguez to discuss proposed options for a new core course or course requirement on race, identity and policy (which the subcommittee had submitted in July 2022, based on student proposals as well as input from faculty at Harvard and Princeton on their new courses on race and policy). Other topics discussed included ongoing faculty searches, faculty capacity-building on DEI issues, and the need to expand courses under the Africa regional specialization. In the spring, the subcommittee focused mainly on the accessibility of course materials for students with disabilities, and met with curriculum design experts from the School for Professional Studies to learn more about their process for making course materials more accessible. The subcommittee shared these resources with Associate Dean May, and also proposed a benchmarking exercise to review DEI-related questions on the course evaluations of other Columbia graduate schools and peer policy schools. Members of the DEICE Steering Group also met recently with Professor Lisa Anderson, chair of SIPA's curriculum review steering group, to discuss ways to strengthen the DEI dimensions of the core curriculum for the MIA and MPA degree programs. We also offered to conduct an inventory of all DEI-related courses as an initial input to the curriculum review.

**Events and Programming.** The Events and Programming Subcommittee organized and co-sponsored several DEI-related events over the past school year. DEICE Committee events included a Story Slam: Stories of Migration and Movement (February 16), as well as DiversiTeas for student parents (October 12), veteran students (November 15), students with disabilities (February 23), and first-generation and low-income students (April 18). The committee also hosted an outing to the legendary Apollo Theater for Amateur Night in February. The DEICE Committee co-sponsored two Dalit History Month panel discussions with the Ambedkar Initiative, RISE and the South Asia Association: "American Caste" (April 16) and "Politics as Poetry: Caste, Identity and Solidarity" (April 20). With the Office of Student Affairs (OSA), the committee co-sponsored a pilot to provide sustainable period products in IAB restrooms, initiated by SIPA student Aarushi Gupta. We also supported the Intersectionality Conference (November 28 - December 1), as well as the provision of graduation pins for first-generation, LGBTQ+, refugee and veteran students, and SIPA's Black Student Graduation (May 15), co-sponsored with the Black Student Union and SIPASA. The OSA DEI Mini-grant Program funded additional events

and activities supporting student organization DEI projects including the MENA Forum's Ramadan Iftar, the Migration Working Group's mini-grant program, and SPECTRUM and Women in Leadership's gender workshop. The subcommittee also began preliminary discussions around creating processing spaces for difficult world events and conflicts.

**Communications.** This year, we expanded our practice of sending messages to the SIPA community in honor of identity and heritage months of interest to members of the community. These DEICE Committee messages honored Hispanic/Latinx Heritage Month and Indigenous People's Day, Black History Month, International Women's Day and Women's History Month, Dalit History Month, Asian and Pacific Islander Heritage Month, and Juneteenth, Caribbean Heritage Month and Pride Month. This month, we are also honoring Disability Pride Month. Going forward, we plan to better communicate our activities by posting the minutes of our meetings and other announcements on the DEI webpages of the SIPA website.

**Plans.** The DEICE Committee plans to continue working in the following areas:

- Supporting Dean Yarhi-Milo and Associate Dean Rodriguez in advancing SIPA's DEI agenda, including clarifying and articulating SIPA's shared values;
- Supporting the DEI dimensions of the curriculum review, including through an inventory of DEI-related courses already offered at SIPA;
- Devoting several of our monthly committee meetings in the coming year to priority DEI issues (to be confirmed at the start of the school year);
- Planning and hosting more DEI-related learning events for the SIPA community (to be identified early in the school year); and
- Working with Associate Dean Rodriguez to update the DEI pages of the SIPA website.

**Appreciation.** We would like to thank Dean Yarhi-Milo and Associate Dean Rodriguez for their strong leadership on DEI issues, and for their support of our work over the past year. We would also like to thank departing Assistant Dean Shaquana Gadsden-Wiggins for all of her efforts on behalf of SIPA students, and departing staff member Kendal Stewart for all of her work to improve conditions for SIPA staff. Finally, we want to thank all of the graduating students who have served on the DEICE Committee and in the Diversity Coalition for their strong advocacy and engagement on DEI issues, which have had such a positive impact on SIPA. We look forward to their continuing engagement with SIPA as alumni.

cc: Vice Dean Doug Almond (outgoing)  
Vice Deans Alex Hertel-Fernandez and Wolfram Schlenker (incoming)

**DEICE Committee Members**  
(as of May 2023)

<u>Name</u>	<u>Affiliation</u>
<b><i>Faculty</i></b>	
Sarah Holloway	
Jenny McGill	DEICE Committee Co-chair
Michael Nutter	DEICE Committee Co-chair
Ben Orlove	DEICE Committee Co-chair
Yumiko Shimabukuro	EMPA Program
<b><i>Dean's Office</i></b>	
Hazel May	Academic Affairs (ex officio)
Laura McCreedy	Dean's Office
Jilliene Rodriguez	Diversity and Community Engagement (ex officio)
Tsuya Yee	Student Affairs (ex officio)
<b><i>Staff</i></b>	
Tomara Aldrich	PhD in Sustainable Development Program
Ann-Chevealle Brown	Human Resources
Shaquana Gadsden-Wiggins	Student Affairs
Yani Lopez-Souza	Student Affairs
Karina Nguyen	Student Affairs
Lakhsir Singh	Admissions/Financial Aid
Kendal Stewart	MPA-DP Program
<b><i>Students</i></b>	
Hanan Aberaman Bechir	SIPA Pan-African Network
Bhavana Bellamkonda	
Jorge Beltran	Latin American Student Association
Rohit Chawla	MPA-EPM Program
Allison Chen	Second-Year/Advisory
Alejandro Rene Daly Rivero	Migration Working Group
Joshua Mckenley Taylor Fife	Second-Year/Advisory
Cristobal Garcia-Quiroz	Second-Year/Advisory
Mukta Gawde	RISE
Aranzazu Jorquiera Johnson	Second-Year/Advisory
Natalia Kanos	
Cameron Kaufmann	
Imane Mabrouk	MENA Forum
Safiya Aamira Noel	SIPA Black Student Union
Ashley Ijeoma Onwuzuruike	SIPA Women in Leadership
Sara Rashidi	
Allie Rubeck	Gender Policy Working Group
Roohi Singh	Second-Year/Advisory
Pavan Talakala	SIPASA/DEI

Noa Tann  
Amy Utomo  
Walton Wang  
Tiffany Wu

Second-Year/Advisory

SPECTRUM  
MPA-ESP Program

***Alumni***

Suha Gillani  
Damon Isiah Turner

MPA 2018

MPA 2003

**DEICE Subcommittees**  
(as of May 2023)

***Steering Group***

Shaquana Gadsden-Wiggins  
Sarah Holloway  
Laura McCreedy  
Jenny McGill  
Michael Nutter  
Ben Orlove  
Jilliene Rodriguez  
Pavan Talakala  
Tsuya Yee

***Events and Programming***

Alejandro Rene Daly Rivero  
Shaquana Gadsden-Wiggins  
Aranzazu Jorquiera Johnson  
Natalia Kanos  
Cameron Kaufmann  
Yani Lopez-Souza  
Allie Rubeck  
Lakhbir Singh  
Noa Tann  
Walton Wang

***Student Diversity and Campus Climate***

Hanan Abderaman Bechir  
Jorge Beltran  
Rohit Chawla  
Allison Chen  
Suha Gillani  
Imane Mabrouk  
Michael Nutter  
Ashley Ijeoma Onwuzuruike  
Roohi Singh  
Amy Utomo  
Tsuya Yee

***Staff Diversity and Inclusion***

Tomara Aldrich  
Ann-Chevealle Brown  
Kendal Stewart

***Faculty Diversity and Curriculum***

Bhavana Bellamkonda  
Joshua Mckenley Taylor Fife  
Mukta Gawde  
Sarah Holloway  
Hazel May  
Jenny McGill  
Ben Orlove  
Sara Rashidi  
Damon Isiah Turner  
Tiffany Wu

**DEICE Committee Bylaws – Last Amended April 27, 2022  
and Approved July 21, 2022**

*PREAMBLE*

Columbia University's School of International and Public Affairs (hereafter "SIPA") hereby ordains and establishes these Bylaws of the Diversity, Equity, Inclusion, Climate and Engagement Committee (hereafter "DEICE Committee").

The DEICE Committee (formerly the Diversity Task Force) was initiated by a group of students in the 2013-2014 Academic Year, who saw there was an opportunity to create a channel to address issues relating to diversity and inclusion at SIPA. With the support and leadership of Dean Merit Janow and the SIPA Administration, the Diversity Task Force was created in Spring 2014 to address recognized issues and support the efforts of SIPA faculty, staff, and student organizations in fostering a community at SIPA that is welcoming, respectful of individual and group differences, and representative of our society. In 2016, Mayor Michael Nutter, Professor of Practice, was named Faculty Chair of the Diversity Task Force, and Associate Dean Cory Way was appointed Administrative Chair. In Fall 2018, the Diversity Task Force was officially renamed the Diversity Committee. In Fall 2021, the Diversity Committee was restructured and renamed the DEICE Committee, merging the efforts of the Diversity Committee and the DEI Steering Committee, which had been established in the 2020-2021 Academic Year to coordinate a DEI assessment of SIPA. This restructuring was based on the recommendations of the DEI assessment.

These Bylaws supersede all prior constitutions, bylaws, regulations, guidelines and other similar documents relating to the matters contained herein.

**ARTICLE I. NAME AND GOVERNING PRINCIPLES**

**Section 1.1** – The name of this group shall be the DEICE Committee. The DEICE Committee is fully committed to upholding and exercising the principles of good governance, including transparency, accountability, and responsibility, to ensure that its mission and objectives align with and reflect the evolving demands of the SIPA community, including its student body, faculty, staff, alumni and the surrounding community.

**Article II. MISSION AND SCOPE OF WORK**

**Section 2.1** – The DEICE Committee's mission is to support the efforts of SIPA leadership, faculty, staff, students and alumni to foster a community at SIPA that is welcoming, respectful of individual and group differences, and representative of our global community.

**Section 2.2** – The DEICE Committee's scope of work includes:

- To advise the Dean and SIPA leadership on efforts to support greater diversity, equity and inclusion at SIPA on a range of topics, including but not limited to:
  - student diversity and school climate;



- faculty diversity and curriculum;
- staff diversity and inclusion;
- alumni and community engagement; and
- programming for DEI and social justice.
- To support the establishment and efforts of an official Office for Diversity, Equity and Inclusion at SIPA, and to provide support to this office on behalf of all stakeholders.
- To provide a forum for SIPA community members to discuss current DEI issues and concerns.

**Section 2.3** – In pursuit of its mission, the DEICE Committee shall abide by all applicable University policies and procedures.

**Section 2.4** – In pursuit of its mission, the DEICE Committee will strive to further institutionalize DEI efforts at SIPA.

### **Article III. COMPOSITION AND MEMBERSHIP**

**Section 3.1 – Representation.** The DEICE Committee membership will consist of up to 35 individuals. The composition of the Committee will be as follows: up to 5 general student representatives chosen by application; a representative of the SIPA Student Association (SIPASA) and up to 10 student representatives of the Diversity Coalition; up to 6 faculty members; up to 6 administrators (including up to 2 union members); up to 2 representatives from the Dean’s Office; and up to 2 alumni.

**Section 3.2 – General Student Representative Selection and Eligibility.** General student representatives will serve for a two-semester term, beginning in the Spring semester of their first year of attendance at SIPA. J-term students are eligible to become a member in the Spring term of their second year. Students must be enrolled at SIPA for the term of their service. SIPA dual degree students are eligible to serve as well. General student representatives may continue for a third semester as non-voting advisory members.

Applications for general student members will open in late November/early December of each school year, and will include a resume and a statement of interest (no more than 500 words) discussing the student’s interest and leadership or work experience related to diversity issues. In each year, five general student representatives will be selected from the applicants by a Subcommittee of the current DEICE Committee. All applicants should be in good academic standing, with a cumulative GPA of 3.0 or higher. Students are required to remain in good academic standing during their time as a member of the DEICE Committee. In the event that the Subcommittee is unable to reach an agreement on an appointment(s), the DEICE Committee Co-Chairs will have final discretion.

General student members should be selected on the basis of the following criteria:

- **Commitment:** Students must show demonstrated interest, enthusiasm, and commitment to the mission of the DEICE Committee, and issues more generally related to social justice, diversity, equity and inclusion.

- **Leadership:** Students must demonstrate leadership experience and initiative in issues of diversity, equity and inclusion, whether through professional, academic, or extracurricular activities.

**Section 3.3 – SIPASA and Diversity Coalition Representatives.** The DEICE Committee will include a representative of SIPASA and up to 10 student representatives of the Diversity Coalition. The Diversity Coalition was formed in 2015 by student groups with the cross-cutting mission of supporting diversity, equity and inclusion at SIPA. The Coalition includes the groups listed in Annex 1 to these Bylaws (which may be updated from time to time). Student representatives of SIPASA and the Diversity Coalition will be nominated by their student group in December of each school year, following the election of new leadership of the student group. They will serve for a two-semester term beginning in the Spring semester immediately following their nomination, and they may continue for a third semester as non-voting advisory members. The Diversity Coalition may expand its membership from time to time. In the event that the number of Diversity Coalition groups exceeds 10, then the Diversity Coalition will agree on a process to rotate its representatives on the DEICE Committee, in consultation with the representatives of the Office of Student Affairs on the Committee.

**Section 3.4 – Faculty Representatives.** All faculty representatives will be appointed by the Dean or the Dean’s designee. They will serve for a two-year term, which may be extended by the Dean or the Dean’s designee. Faculty representatives will be appointed based on the Dean’s selection criteria, including personal or professional experience that will help advance the work of the DEICE Committee. The Faculty Diversity and Curriculum Subcommittee may suggest other selection criteria and possible faculty members to join the Committee, and any faculty members may also nominate themselves or another faculty member to join the Committee.

**Section 3.5 – Staff Representatives.** All staff representatives will be appointed by the Dean or the Dean’s designee. They will serve for a two-year term, which may be extended by the Dean or the Dean’s designee. Staff representatives will be appointed based on the Dean’s selection criteria, including personal or professional experience that will help advance the work of the DEICE Committee. The Staff Diversity and Inclusion Subcommittee may suggest other selection criteria and possible staff members to join the Committee, and any staff members may also nominate themselves or another staff member to join the Committee.

**Section 3.6 – Degree Program Representatives.** The DEICE Committee seeks to include the perspectives of all degree programs at SIPA. Therefore, if a degree program is not already represented, the Co-Chairs will invite the degree program to nominate a student, staff or faculty member to represent that program on the DEICE Committee. Student representatives will serve for a two-semester term beginning immediately after their appointment, and they may continue to serve for a third semester as non-voting advisory members (if they are still enrolled as students). Faculty or staff representatives will be appointed by the Dean to serve for a two-year term, which may be extended by the Dean or the Dean’s designee.

**Section 3.7 – Alumni Representatives.** All alumni representatives will be appointed by the Dean or the Dean’s designee. They will serve for a two-year term, which may be extended by the Dean or the Dean’s designee. Alumni representatives will be appointed through an open nomination process in which alumni may nominate themselves or others. They will be appointed based on

the Dean's selection criteria, including personal or professional experience that will help advance the work of the DEICE Committee.

**Section 3.8 – *Equal Opportunity*.** Membership in the DEICE Committee is open to all who meet the above criteria, irrespective of race, creed, color, gender, class, age, nation of origin, nationality, disability, marital status, religion, veteran status, or sexual orientation.

#### **Article IV. CO-CHAIRS AND SUBCOMMITTEES**

**Section 4.1 – *Co-Chairs*.** The Dean or the Dean's designee will appoint up to 3 Co-Chairs of the DEICE Committee, who will lead the work of the DEICE Committee and its Subcommittees, and represent the DEICE Committee in interactions with SIPA leadership, faculty, students and other stakeholders.

**Section 4.2 – *Steering Group*.** The DEICE Steering Group, including the Co-Chairs, representatives of the Dean's Office and Office of Student Affairs, and up to 3 student representatives, will coordinate the work of the DEICE Committee and its Subcommittees and will be accountable for the performance of the DEICE Committee.

The activities of the Steering Group will include, but not be limited to:

- Set and execute the overall strategy for the DEICE Committee;
- Receive and evaluate proposals brought by DEICE Committee members and Subcommittees;
- Provide guidelines for implementing these proposals; and
- Take all reasonable steps to make the work of the DEICE Committee more transparent and accountable.

**Section 4.3 – *Permanent Subcommittees*.** In order to carry out its mission and scope of work, the DEICE Committee has established several permanent Subcommittees. Each DEICE Committee member should serve on at least one Subcommittee. The Co-Chairs will assign members to Subcommittees based on their interests and preferences. Each Subcommittee will include at least one member of the Steering Group to ensure coordination. The permanent Subcommittees of the DEICE Committee include the following:

- Student Diversity and Campus Climate;
- Faculty Diversity and Curriculum;
- Staff Diversity and Inclusion;
- Events and Programming; and
- Communications.

**Section 4.4 – *Ad-hoc Subcommittees*.** In order to carry out its mission and scope of work, the DEICE Committee may from time to time establish ad-hoc or temporary subcommittees. The Co-Chairs will assign members to any ad-hoc subcommittee based on their interests and preferences. Each ad-hoc subcommittee will include at least one member of the Steering Group to ensure coordination. In most cases, ad-hoc subcommittees will be dissolved at the end of the school year in which they were established.

## Article V. ROLES AND RESPONSIBILITIES

**Section 5.1** – The following roles and responsibilities will be assigned to particular Subcommittees or individual members, while others will be assigned by agreement among current members:

- **Programming:** Events and programming conducted by the DEICE Committee will be planned with the input of all members and implemented by the Events and Programming Subcommittee. This Subcommittee can also propose to co-sponsor events organized by other SIPA groups or programs (**Events and Programming Subcommittee**).
- **Communication:**
  - ○ Update website (**staff member with input from Steering Group and Communications Subcommittee**);
  - ○ Check, respond to and disseminate messages to the [deicecommittee@sipa.columbia.edu](mailto:deicecommittee@sipa.columbia.edu) email box (**staff member with input from Steering Group and Communications Subcommittee**); and
  - ○ Send official DEICE Committee communications to the school community (**staff member on behalf of Co-Chairs**).
- Create meeting agendas and distribute to DEICE Committee members (**Co-Chairs**).
- Liaise with the Dean, keeping the Dean abreast of group's meetings, recommendations and programs (**Dean's Office Representative and Co-Chairs**).

**Section 5.2** – Over time, roles and responsibilities on the DEICE Committee may be added or changed, based on the voting consensus of the Committee.

## Article VI. MEETINGS AND OTHER ACTIVITIES

**Section 6.1** – *Meetings.* The DEICE Committee will meet monthly during the fall and spring semesters, as scheduled by the Co-Chairs. These regular meetings will provide a structured opportunity for members to raise concerns and review progress on the Committee's activities and goals. The Co-Chairs, or a staff member on their behalf, will notify the other members of the meeting via e-mail no later than five business days in advance of the meeting. The Steering Group will meet at least twice a month, and the Subcommittees will generally meet monthly, during the fall and spring semesters.

**Section 6.2** – *Meeting Format.* Meetings of the DEICE Committee, Steering Group and Subcommittees may be conducted in-person or online. DEICE Committee meetings will be guided by Robert's Rules of Order, under which each DEICE Committee member will have one vote on all decisions and resolutions of the Committee. The process of making a decision is done through a motion, which is a proposal to do something. The formal steps in handling a motion include the making of a motion, having a second, stating the motion, having a time-limited discussion on the motion, putting the motion to a vote, and announcing the results of the vote. Action could be taken informally without going through these steps by using unanimous consent. A quorum will consist of 50% of voting members. (A quorum is defined as the percentage of the total membership that must be present at a meeting in order to conduct the business of the group.)

**Section 6.3 – *Email Voting.*** Email voting may occur if a measure was raised and discussed during a DEICE Committee, Steering Group or Subcommittee meeting at which a quorum has been reached. A time period for the vote must be announced ahead of the vote and closed in an appropriate and expedient manner without extension.

**Section 6.4 – *Public Events.*** Each semester, the DEICE Committee will sponsor at least one public event for the SIPA community. These events should contribute to an ongoing discourse on diversity, equity and inclusion at SIPA, as well as outreach to prospective SIPA applicants from historically underrepresented communities, and building stronger relations between current SIPA students, alumni and the surrounding communities.

**Section 6.5 – *Attendance and Participation Policy.*** DEICE Committee members are expected to attend monthly meetings of the Committee and their assigned Subcommittee, and to contribute equitably to the work of the Committee and their assigned Subcommittee.

**Section 6.6 – *Dismissals.*** In the event that a DEICE Committee member fails to attend three or more meetings of the Committee or their assigned Subcommittee in any one semester, or fails to follow through on their assigned commitments, the Co-Chairs or their designee may confer with the member about their participation in the Committee. If the Co-Chairs conclude that the Committee member is not able to contribute to the work of the Committee, the Co-Chairs may ask the member to resign (or if the Committee member is a SIPASA or Diversity Coalition representative, the Co-Chairs may ask the leadership of the relevant student organization to nominate another representative).

**Section 6.7 – *Replacements.*** Any DEICE Committee member who can no longer serve can be replaced by the Co-Chairs for the remainder of their term.

**Section 6.8 – *Transition.*** DEICE Committee members must conduct a thorough and quality-driven handover with incoming DEICE Committee representatives to ensure institutional memory. Handover preparation must include at minimum a one-page transition document.

## **Article VII. AMENDMENTS**

**Section 7.1 –** These Bylaws may be amended by a vote of a majority of the DEICE Committee. If these Bylaws are amended, a revised copy must be approved by the Dean.

**Diversity Coalition Members**  
(as of May 2023)

*Black Graduate Student Union (BGSU)* - The purpose of the BGSU is to promote an understanding of the past, present, and future problems and needs of Black graduate students as well as of the wider Black community at SIPA. Additionally, the BGSU will provide a safe space for Black students at SIPA to find community amongst each other and with allies.

*Empowering Asian Women (EAW)* - The purpose of Empowering Asian Women is to encourage further dialogue on the topic of diversity and inclusion by fostering leadership development of Asian female students and professionals.

*Gender and Public Policy Working Group (GPWG)* - GPWG hopes to facilitate the integration and exposure of a gender perspective at SIPA and promote useful discussions and events.

*Latin American Student Association (LASA)* – LASA provides a platform for discussion and collaboration regarding national, regional and international public affairs issues of Latin America, and shares the broad and diverse cultural expressions that represent the region, taking advantage of the opportunities and resources provided by SIPA at Columbia University.

*MENA Forum* – MENA Forum is a student-run organization that provides a forum for engaging the SIPA community on the political, social, and cultural realities of the Middle East and North Africa. We welcome anyone who shares an interest in the Middle East and North Africa (MENA) region. We are committed to promoting, understanding, and discussing the region’s complex politics, history, and culture. We stimulate discussions through short films, articles, and op-eds about past and current events. We organize activities such as guest speakers, panels, and more.

*Migration Working Group (MWG)* - The Migration Working Group aims to promote dialogue, awareness, and community involvement on national and international migration issues.

*SIPA Pan-African Network (SPAN)* - As its mission, SPAN creates a vibrant community of support for students within SIPA and Columbia concerned with Africa and its Diaspora. SPAN’s core objectives are to create a platform for African students and all other students interested in Africa to share ideas beneficial to development in Africa; leverage opportunities within SIPA and Columbia University, and collaborate with other student groups for increased visibility; organize events focused on development and connect members with organizations for internship and post-graduation employment opportunities; and participate in orientation of new students and ensure equal opportunities for all members.

*SIPA Students of Color (SSOC)* - SSOC is a diverse community of students, alumni and faculty that focuses on the support and advancement of underrepresented students becoming future policy leaders and development professionals. Our core belief is that the world is best served by policymakers and leaders who represent a wide variety of cultural traditions, political worldviews and life experiences. The organization’s primary function is to assist its members in achieving their academic and professional goals. SSOC seeks to leverage its broad network to assist

Columbia SIPA in the recruitment of underrepresented students and faculty while advocating for the inclusion of diverse and dynamic perspectives within Columbia SIPA's course curriculum and cultural climate.

*SIPA Women in Leadership (WIL)* - SIPA WIL is an organization at Columbia University's School of International and Public Affairs (SIPA), consisting of Columbia students, alumni, administrators, friends, allies and mentors. SIPA WIL's mission is to prepare its members for success and leadership in all sectors and professional endeavors. We aim to bring awareness to the barriers women face as leaders today and the importance of having women serve in decision-making positions, with the overall goal of achieving gender equality.

*SPECTRUM* - SIPA Spectrum is an organization within which SIPA's LGBTQ+ and allied students may network, build a community, and hold dialogue on international and domestic issues, and through which community members may access relevant resources and information.

*Working Group on Race, Inequality, Solidarity, and Economics (RISE)* - The mission of RISE is to create a safe environment for students to engage, in a spirit of cooperation and solidarity, in co-learning, discussions and activities towards solutions to diverse problems of social inequality, such as wealth and income inequality, poverty, and racial, gender and economic disparities.