

DEI Committee Charter

Purpose:

The purpose of this standing Committee is to monitor and develop Diversity, Equity, and Inclusion (DEI) across all SMS program areas and publications. It supports the SMS as the organization becomes more intentional about having a diverse representation, provides guidance to SMS regarding the design and implementation of DEI activities, and provides a spotlight on the ongoing efforts around DEI. The Committee sends a clear message to members and the broader community that SMS and its leadership are dedicated to DEI and responsive to the diverse needs and capabilities of SMS members.

Responsibilities/deliverables:

- Oversee and serve in an advisory capacity to monitor the implementation, progress, and ongoing evaluation of DEI efforts across SMS board, committees, journals, publications, Interest Groups and Communities, programs, and conferences to ensure cohesive and coordinated efforts.
- Support and review the development, implementation, and codification of SMS policies, actions and initiatives related to DEI issues and trends reflective of the community at large and serving as a proactive resource for SMS programs and leadership.
- Encourage and facilitate diversity in SMS membership and participation in SMS publications, programs, and activities, and in SMS leadership and leadership development, such as creating opportunities and eliminating barriers for membership enrollment and leadership opportunities.
- In coordination with SMS staff, plan and facilitate programming that supports raising awareness of and educating the membership on current DEI topics and how and why diversity is linked to the future of the field and the organization

Committee structure:

The Committee's composition is designed to increase diversity by encouraging SMS members to have their voices heard and represented on the Committee. Members of this Committee will include Board directors, leadership of SMS Programs, and members-at-large. Members of this Committee are expected to work collaboratively with the SMS Executive Committee, SMS Board of Directors, SMS Interest Groups and Communities, SMS Committees, SMS Office, SMS publications, and SMS program leadership.

Meeting Cadence/Expected time commitment per quarter:

The Committee will report to the Board of Directors annually or as requested on its activities and progress. It is anticipated that once the Committee is established it will meet quarterly as well as communicate by email and other means between meetings. Every member is expected to spend approximately 2-3 hours/month on Committee work and is encouraged to spend further time on additional outreach, advocacy, and member support activities.