

Racial Justice Task Force Subcommittee Charter

Bridgewater State University

Mission of the Racial Justice Task Force (RJTF)

It is the mission of the RJTF to (1) determine what elements in organizational policies, practices, or cultural dynamics impede racial equity at Bridgewater State University and (2) offer remedies and recommendations for corrective action.

RJTF Subcommittees

There are 6 Subcommittees of the RJTF:

- 1 - Curricula and Co-Curricula
- 2 - BSU Workforce
- 3 - Education, Training, and Continued Learning Opportunities for Faculty, Staff, and Students
- 4 - Investing in and Supporting Students
- 5 - Police and Public Safety
- 6 - Creating a Place for Ongoing Support, Problem Solving, Reporting Resolution, and Response

Role of RJTF Vice Chairs

- The role of the Vice Chairs is to execute the intent of the RJTF as informed by the mission and goals. This role is not one that is reactionary or managerial, rather it is to intentionally engage and actively support the work of subcommittees by helping to shape the ongoing parameters of conversation, exploration, and outcomes.
- Vice Chairs serve as primary liaisons between the subcommittees and the RJTF Co-Chairs.

RJTF Subcommittee Co-Chairs

- RJTF Subcommittee Co-Chairs have the general responsibility and authority to review, assess, and conduct exploratory activities on behalf of the RJTF in a manner consistent with mission and goals.
- RJTF Subcommittee Co-Chairs will provide administrative and logistical support, convene regular meetings, furnish reports and data as requested by Chairs and Vice Chairs, and complete any related tasks as deemed necessary by the RJTF.

RJTF Subcommittee Members

- Subcommittee member responsibilities include the completion of any duties assigned to them by Subcommittee Co-Chairs.

- Subcommittee members will adhere to the highest levels of professionalism, integrity, candor, sensitivity, and confidentiality.
- Subcommittee members will conduct relevant analyses and research, and develop findings and work products to address organizational policies, practices, and/or cultural dynamics that impede racial equity at Bridgewater State University as defined by their subcommittee's charge.

Subcommittee Parameters

- Subcommittees will have working Co-Chairs who will organize meetings and be primarily responsible for drafting reports, findings, and recommendations.
- At least one of the Co-Chairs must be a member of the RJTF.
- Every RJTF member will serve on at least one subcommittee, with the exception of the RJTF Co-Chairs and Vice Chairs.
- Every RJTF Subcommittee will have at least one student representative.
- The recommended size of the subcommittees is 7-10 members.
- Depending on interest and availability, RJTF members can serve on (but not Co-Chair) more than one subcommittee.

RJTF Subcommittee Charge

1. We anticipate a pattern or approach to the work undertaken by the RJTF Subcommittees while noting some probable deviations in response to necessary adaptations. General patterns and key functions of exploratory tasks include:
 - Requesting formal policies or guidelines attached to an area under review;
 - Structuring questions which follow a general line of inquiry informed by the Forums, Amplify event, and/or data already acquired by the RJTF;
 - Submitting data requests and other questions in accordance with RJTF data request process;
 - Acquisition of responses including relevant data; and
 - Following up with interviews or discussions with appropriate staff, administrators, and/or faculty.
2. Subcommittees should conduct their work independent from other subcommittees. While it is recognized that some data will be relevant and have application across some subcommittees, the application and analyses of the data must be within the scope of the examination area and exploratory questions that pertain to the specific subcommittee. Conflation of results or the manifestation of unconscious bias should be avoided as it weakens the integrity of findings.
3. Throughout their service on the RJTF, all Subcommittee members shall adhere to the core values guiding the work of the RJTF: honesty, truth, empathy, dignity, unity, and equity.
4. Subcommittee Co-Chairs, members, and auxiliary participants will (a) conduct their work observing the confidential nature of this vital stewardship; (b) acknowledge and remain

mindful of the shared mission with common goals and refrain from splintering, and (c) adhere to the highest levels of professionalism, respect, integrity, and candor.

5. Subcommittee reports should identify barriers (*what's missing entirely? What's present but insufficient?*) as well as strengths (*what's a home run that everyone should consider using in their areas?*). Reports will be submitted to the RJTF Co-Chairs, who are tasked with producing a single document of findings for President Clark. Final reports should describe methods used to undertake the work of the subcommittee (e.g., with whom did subcommittee members speak, what data were collected, etc.)
6. Subcommittees should be mindful of the appropriateness of expanding their areas of review to include policies, practices or dynamics that are less evident, but may have significance to the mission. The RJTF anticipates producing a thorough and complete evaluation of BSU as we move toward a more racially equitable community.

Additional Considerations for RJTF Subcommittees

- The RJTF Co-Chairs (Dave De Alexander, Mary Grant, and Carolyn Petrosino) speak on behalf of the RJTF.
- All discussions held during RJTF Full Committee, Subcommittee, and related meetings are confidential among those acting on behalf of the Task Force.
- All information and data obtained by the RJTF is confidential to the work of the RJTF. Information shared in public reports will be de-identified to the extent possible and RJTF members who have knowledge of specifics shall keep those confidential to the RJTF.
- We are looking to improve racial justice at our University. We will examine and identify impediments and present them in the spirit of making improvements and building community.