



OHR Inclusion Council Charter

Purpose

Our purpose is to foster and explore ways to make OHR as inclusive and welcoming of a workplace as possible and to provide OHR with knowledge and skills to better interact with all populations represented at the University of Minnesota and its partners.

1. Vision

To create an inclusive climate where all voices are heard and valued.

2. Mission

To understand and cultivate an environment that values diversity, inclusion, and racial equity.

3. Type of Committee and Program Area

Standing committee: inclusion.

4. Participation

All staff members supporting HR are welcome to attend hosted sessions and events. All events will be hosted via Zoom to ensure access to all people. Participation in the Inclusion Council should be documented in individual work plans as supporting OHR. Ideally each department will be represented in the council. Participation in the Office for Equity and Diversity or similar training is not a prerequisite but is encouraged as a common training curriculum for all members of the community.

5. Co-Chairs

Co-chairs will be selected by the council members in partnership with the vice president for human resources. Normal tenure will be one year; no terms are indefinite. Council chairs should build community by recruiting new members and encouraging members to prepare for future leadership positions.

Chairs may be replaced by the majority consensus if the council determines that the duties are not being fulfilled.

6. Activities, Duties, and Responsibilities

- Organize training or events for OHR staff regarding current issues involving diversity, inclusion, and racial equity.
- Ensure an effective work environment by welcoming diverse viewpoints where everyone can feel comfortable contributing.
- Facilitate respectful communication to resolve conflicts.
- Define roles, expectations, and tools to address diversity, inclusion, and racial equity in the hiring process and employment experience.
- Provide a forum for all staff members supporting HR to address concerns about diversity, inclusion, and racial equity.

- Form subcommittees as needed.
- Develop a speaker series highlighting key topics of our work.
- Provide input to senior leadership on ways to improve inclusion and equity in the Office of Human Resources.

7. Authority Delegated or Retained

The Inclusion Council will not have direct authority over staff but will work with the OHR equity, diversity, and inclusion consultant and OHR senior leaders to address concerns and priorities of the committee.

8. Standard Council Procedures

- Council meetings are open in most circumstances, although certain topics may require closed discussion by the committee.
- The council shall meet at least quarterly and as needed.