2013/2014 GRCC Team Charter

Team Name: GRCC_Diversity Team
Team Leader: Chris Arnold, Director Woodrick Diversity Learning Center

Chartering is a two-way process
Team sponsor(s) specify the mission of the team, its resources, the expectations for what the team is to accomplish, the timelines, decision-making authority, and how the team relates to the broader College strategy and goals.

The team itself thinks through and creates a draft charter, including team goals, stakeholder requirements, and strategies for goal accomplishment.

Together, they review and finalize the team charter, adding the process that will be used to review team progress on a regular basis.

1. Purpose of the Team (What is this team expected to accomplish?)

The Diversity Team supports the College’s strategic policies and goals regarding inclusion and diversity across differences. The team seeks to monitor the college and community condition with the aim of supporting and influencing an inclusive, safe learning environment. The team provides programmatic and process suggestions to the Diversity Learning Center.

GRCC President Richard Calkins established the Grand Rapids Community College Diversity Team in 1994. The following year, the Board of Trustees adopted a college-wide goal “to create an environment at Grand Rapids Community College where individual and cultural diversities are respected.” The Diversity Team has been in continuous existence since its inception. Grand Rapids Community College students and employees continually plan, support, implement and recommend diversity programs and initiatives.

2. Decision-making Context and Scope (What level of decision making authority does this team hold?)

By consensus, the team will discuss and make decisions on programs and services for the DLC to deploy. The Team helps to set the broad objectives of the center, and contributes to the building of trust and credibility within the College constituents. The team members contribute their own expertise where applicable, adding to the strength of the center. Its scope is to remain current in trends and issues affecting the community and GRCC action projects and cultural environment. The team supports the Center activities through volunteering of time and expertise.

3. Team Goals, Action Projects, and Timelines (How will this team proceed to accomplish their purpose? I.e. what will they do?)

- To support the College’s Value on Diversity “We create an inclusive learning and working environment that recognizes the value and dignity of each person.”
• To support the College’s End on Community Outreach “GRCC enriches the community through educational and civic programming and partnerships.”
• To assist the staff of the Center with Center activities
• To represent the Center through articulating the mission and supporting and defending the Center’s mission
• To provide Diversity Learning Opportunities for Faculty and Staff, and Students
• To support educational programs and events on campus and in the community, including the Diversity Lecture Series and Center programming
• To contribute to setting of broad Center objectives
• To aid in the creation of trust and credibility within the College
• To represent the Center at events and activities

4. Stakeholders and their Key Requirements (For whom is this team doing their work? What do they want?)

Stakeholders: Faculty, Staff, Students, and the community at-large. The key requirement is a broad range of learning opportunities made available which reflects the changing demographics and varied needs of a diverse community.

5. Resources Needed (both people and budget)
• Diversity Learning Center Budget
• Diversity Team members
• Staff Development
• Diversity Lecture Series Budget
• External Sponsorships
• Internal participation
• Community need and demand for services

6. Troubleshooting Path (How will unresolved issues or roadblocks be handled?)
• Dialogue/Discussion
• Mission/Vision Adherence
• Neutral facilitator if needed

7. Requirements for Integration with other Departments or Teams (How does this Team interface with others doing concurrent work?)
• Academic department’s request for training or information
• Student Organizations
• Community Partnerships
• Staff Development
• Professional Development Competencies
• Diversity Development Services
8. Review Progress *(How and when will the work of this team be reviewed?)*

- Annual Report
- Annual Retreat
- Program Evaluations (internal & external)
- PACE survey
- MQA & AQIP Feedback
- College Wide Cultural Audit

9. Team Leader, Current Members, and Membership Specifications *(Are team members appointed? Volunteers? Is team membership permanent? Term-limited?)*

- DLC Director Appointed as Team Leader
- The GRCC Diversity Team is comprised of representatives from administration, faculty, and educational support personnel, meet and confer, students and a liaison from the GRCC Board of Trustees.

10. List the major team accomplishments over the past year. *(What are your outcomes?)*

Supported successful programming of Center, through advise, input and volunteer time.
Reviewed and analyzed team membership to determine most effective structure, culminating in a division of listed members into active members and “friends” of the Center.
Generated new approaches to current questions and team concerns.
Individual member co-facilitated workshops
Individual member aided in specific one-time workshop development.
Collaborated with the successful grant procedure through the Kellogg Foundation to fund an internal campus wide cultural audit that is finances in partnership between Kellogg and the College.
Members served and continue to serve on the committee to create the audit materials, launch the audit and help guide its implementation and follow up actions.

11. List the major team goals for the upcoming year. *(What do you plan to accomplish as a team in 2012/2013?)*

Monitor the cultural audit process and outcomes with attention to results as required.
Greater visibility on campus
Increased association and support of student groups
Continued departmental idea and sponsorship exchanges
Work toward increase in budget and human resources for Center goals
Aid in integrating specific departmental activities with Center assistance

12. Please describe any current challenges the team is facing.

The Team faces the same challenges as other groups on campus, limited time for additional commitments commensurate with workloads and individual/departmental responsibilities.