

# BAYLOR School of Music DEIB Council Member Selection Process

Effective Date: March 2024 (Council membership starting Fall 2024)

To best support the goals of the Baylor University School of Music Diversity, Equity, Inclusion and Belonging Council, hereafter “the Council”, a protocol for membership selection is critical.

## Membership Composition

1. The Council consists of six faculty members, one staff member, and one student member.
2. The original makeup of the Council was determined by the dean. Any change in the number or type of members must have approval of the dean and the current Council.

## Diversity and Representation Standards

3. When selecting members, the Council shall consider aspects of diversity such as disability, gender, sexual orientation, career level (staff, faculty, student, etc.), age, prior vocational experience, and divisional representation with the goal of hearing from the widest representation of the School of Music.
4. There must be faculty representatives from at least four of the six divisions that make up the School of Music (Piano, Voice, Academics, Ensembles, Music Education, and Instrumental) in any given year.
5. Membership is voluntary and cannot be assigned without consent/expressed interest.
6. When members of the School of Music volunteer for Council service, they will be given serious and fair consideration for membership.

## Nomination Process & Timelines

7. Membership terms start on August 1.
8. Nominations for upcoming vacancies are taken in the preceding March.
9. The council will meet late spring to select new members based on the above standards.
10. New members selected will be presented to the dean for approval.

## Faculty & Staff Representatives

11. Membership will be a staggered 3-year term. If someone must leave the committee before their term is up, their replacement will serve only the remainder of the original term.
12. Once the assigned term is up, the member must rotate off the committee.
13. If they wish to rotate back on, they may nominate themselves for a new opening.
14. For faculty membership, each division lacking in representation for the coming year will be contacted and asked to submit nominations.

## Student Representatives

15. The student representative role is a 1-year term and will be advertised through flyers and on Canvas during each year’s nomination period.

## Council Chair Selection

16. The DEIB Council Chair is a two-year position.
17. The Chair should be a tenured faculty member elected by the current council members, typically from within the current council.
18. This is the only membership that can be extended beyond the standard term limit. If appointed and accepted, the Chair can serve an additional two years.
19. If there is no one serving on the Council who is eligible to step into the role of Chair, then the School of Music faculty will nominate faculty members and current council members will vote to select the next Chair.