
Committee Name	Houston Ultimate Community Diversity, Equity, and Inclusion Committee
Committee Mission	To work toward making ultimate frisbee more inclusive and accessible within our diverse community, by way of removing inequitable barriers to participation and growth from low income, underrepresented, and marginalized adult and youth populations. We acknowledge that inequities exist in all dimensions of diversity, which include, but are not be limited to, age, race, ethnicity, gender, gender expression, sexual orientation, language, culture, class, religion, mental ability, physical ability, country of origin and immigration status. This committee should aim to be representative of and/or informed about such diversity, in order to best serve the community.
Committee Objectives	<ul style="list-style-type: none">• Addressing Adult Inequities with Focus on Participation and Growth of: Women, Players with Children, Low Income and Underrepresented Players, and First-Time, Late-Stage Players• Addressing Youth Inequities with Focus on Participation and Growth of: College and Club-Aspiring, Low-Income and Underrepresented players• Celebrating, highlighting, and supporting diverse talent in the community• Adapting to the needs of the community, being open to suggestion and critique, and honestly communicating both progress and impediments• Ensure diverse voices are heard, without asking those same voices to “fix” inequities, that they currently face themselves, alone, and to utilize allyship in order to avoid burnout
Committee Roles	<p>Committee membership includes the following roles:</p> <p><u>Facilitator (6 mo)</u></p> <ul style="list-style-type: none">• Develop meeting agenda• Keep meeting on track• Facilitate committee decisions• Creates Task List, post-meeting <p><u>Note-Keeper (Rotating)</u></p> <ul style="list-style-type: none">• Take meeting minutes• Records Formal Vote• Communicate committee meeting minutes to HUC leadership <p><u>Leadership Representative — VP of DEI&Y</u></p> <ul style="list-style-type: none">• Act as liaison between committee and HUC leadership• Schedule committee meeting• Assist with editing final drafts of documents and other materials <p><u>Project Manager (Dependent on Need)</u></p> <ul style="list-style-type: none">• Messaging/Outreach• Event Planning

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- Organize Volunteers

Financial Manager (6mo)

- Budgeting for Event/Initiative Proposals
- Communicates with Leadership Representative to secure HUC funding
- Records and Reports income and loss from Events/Initiatives

Member

- Participate in Committee meetings and votes

Volunteer

- Non-member; does not participate in votes
- May attend meetings
- Assists Project Manager(s) with implementation of initiatives and conducting of events

Committee member selection was initially self-appointed upon Committee establishment. Ideally the members will serve on the Committee for a minimum of 1 calendar year.

Retiring members must nominate replacement with relevant perspective and experience at least 30 days prior to leaving the Committee. The nominated replacement must be approved by a majority vote by Committee. If Committee does not approve of the nominated replacement and the retiring member can not find a suitable replacement, the VP may nominate a new member to the Committee.

Committee Meetings

The committee will meet monthly with additional meetings as needed, with a quorum set at 3 members.

The standing agenda will include:

- Review open action items from previous meetings
 - Communicate progress and barriers
 - Hold decision-making for any new or outstanding items
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Communication Plan

The Committee will communicate to HUC Leadership via one or more of the following methods:

- HUC Slack
- HUC Google Drive

The Committee will communicate to the HUC Community via one or more of the following methods:

- HUC Email Listserv
- HUC Facebook/Social Media Platforms
- Associated Community Groupme's

Decision-Making Process

The Committee will make decisions via one or more of the following methods:

- Informal, Discussion and Yay/Nay Majority Vote
- Formal, Discussion and Yay/Nay Recorded Majority Vote

The formal decision-making process will be invoked for items described in the Committee Agenda.

Approval

Approved by: HUC DEI Committee Date: 8/9/21

Revision history

The following information documents at least the last 3 changes to this document, with all the changes listed for the last 6 months.

Date	Revised By	Changes
8/2/2021	Megan Mendieta	Created Charter
9/20/21	Megan Mendieta	Added “Financial Manager” and “Volunteer” Position