



## Cultural Equity and Belonging (CEB) Advisory Council

**New England Conservatory** educates and trains musicians of all ages from around the world, drawing on the talent and deep reservoir of experience of our distinguished faculty. We are dedicated to inculcating the highest standards of excellence and nurturing individual artistic sensibility and creative growth. Understanding that music is one of the transcendent expressions of human civilization, NEC aspires to ensure it a central place in contemporary society.

**Charge of the CEB Advisory Council:** The CEB Advisory Council will work with the President to analyze the cultural equity and belonging needs of the NEC community, and make recommendations regarding institutional goals, strategies, and commitments. The Council will work to engage community outreach to all stakeholders, including alumni, parents, students, staff, faculty, and institutional partners.

**Purpose of the CEB Advisory Council:** Advise, provide feedback, and make recommendations to the President in their effort to create a welcoming learning and working community in which all voices are valued, and students, staff, and faculty have a sense of belonging and feel connected to each other and the institution.

### Scope of Work for the CEB Advisory Council:

- Raise awareness and promote action around cultural equity, belonging, and access issues.
- Promote participation of students and staff in educational activities that support and encourage equity and inclusion.
- Promote practices that continue to make NEC's cultural equity policy actionable, and advocate for the needs and concerns of all students, staff, and faculty, especially those who have been historically underrepresented or who might have been marginalized.
- Promote the recruitment, support, and retaining of faculty and staff from diverse backgrounds.
- Promote curriculum changes and culturally responsive teaching practices.
- Communicate diversity and inclusion initiatives, actions, outcomes, and results to interested stakeholders.

**Length of Council Work:** Advisory Council members will serve one-year terms that begin in the spring and culminate in the spring of the following academic year. Members will be required to maintain their status as a student, staff, faculty, or board member throughout the term.

**Council Members and Terms:** The composition of the Council will be broadly representative of the institution and will be nominated by the specific stakeholder group within the NEC community. The appointment of community members to the Council will be made by popular vote and confirmed by the President.

**Council Membership:** The Council’s composition will utilize the institution’s cultural equity and belonging lens to ensure a broad representation of members. NEC will seek to involve students, staff, faculty, and Board members that can best inform decisions regarding the narrowing of the opportunity gaps on campus. To the degree possible, the Council will include geographical representation and demographics concerning (but not limited to): race, color, religion, gender, sexual orientation, gender identity, national or ethnic origin, age, physical disability, and economic status. Each working group will be made up of membership numbers that are appropriate to the task of that group. Membership will include the Board Chair, Director of CEB, and the President.

**Application:** Application deadline will be the last day of February each year. Council member selections will be announced by April 1<sup>st</sup> of each year.

**Terms:** Council members will be appointed to a one-year term, and a member can serve up to three one-year terms. Members must reapply at the end of each term. In the case of changes to membership on the Council, interim members will be appointed by a majority vote of Council members and will serve until the position has been filled through the normal application process, not to exceed one year. Recognizing that each stakeholder brings their own unique perspectives to the Council, it is recommended that individuals serve on no more than two working groups.

**Council Governance:** A co-chair will be selected by the Council at the first business meeting of the year to work alongside the President. The co-chair will serve a one-year term and serve a maximum of two consecutive years in the position. In extenuating circumstances, the co-chair will move into the chair role to handle business or manage meetings if the President is not available.

**Council Membership Calendar:**

January 1-31	Promote Council via multiple mediums
February 1-28/29	Applications open; application deadline final day of month
March 1-31	Selection process; notification of selection by March 31
April 1	Members announced publicly
May	First business meeting held; onboarding of new members
<i>In unforeseen circumstances that create limited membership, the President may agree to open membership applications outside of the calendar above.</i>	

**Duties and Responsibilities of Council Members:** Council members are expected to attend every business meeting. If two consecutive absences, the President will discuss with the committee member whether they need to resign from the Council. All Council members will:

- Enter into the work with a growth mindset and focus on what is best for all members of the NEC community, and in particular, those community members who have historically been marginalized.
- Fully participate in Council training provided prior to beginning Council work

- Use the institution's cultural equity and belonging lens as a filter for all decisions made.

**Meeting Schedule:** All meetings of the Council will be considered open meetings to the NEC community. Meetings will be scheduled approximately every 10-12 weeks throughout the academic year in September, December, February, and May. A calendar of Council meetings will be set by January each year for the upcoming cycle. A quorum of the Council is required to take an official vote on issues. Visitors from the NEC community are welcome to attend, observe, and provide public comment. Council members will actively listen to public comments but will not engage in dialogue or respond to comments. Guidelines for public input emphasize the respect and consideration of others. Members will not be permitted to engage in conduct that interferes with the ability of other individuals of the public to offer comments to the Council, or that interferes with the ability of the Council to conduct its business.

**Meeting Dates TBD**

**Reports to the Board of Trustees:** The Council will be expected to report to the Board annually or as needed for timely matters.