

North Carolina Department of Natural and Cultural Resources Diversity and Cultural Inclusion Committee Charter

The purpose of the DNCR Diversity and Cultural Inclusion Committee is to ensure that all elements of the department value and increase diversity and cultural inclusion in four areas: diversity of staff, boards, commissions, and friends groups; engagement with a wide array of diverse stakeholder groups and communities; development, expansion, and promotion of content, exhibits, and programs that reflect our state's diverse population; and increased use of historically underutilized businesses (HUB) in capital projects, procurement, and repair and renovation projects. The committee will look across the department to identify areas where sound practices are already in place, as well as aspects that need improvement, and will suggest steps to address those issues. The committee will also support the department's Equal Employment Opportunity program and will seek to ensure that all employees are valued, respected, and treated fairly, and that diversity is appreciated in the workplace.

The committee will serve as a resource for the Secretary and will encourage employees to interact with each other across racial, gender, age, disability, religious, ethnicity, or other boundaries. The committee will help develop programs, activities, policies, and guidelines that support the department's commitment to diversity and cultural inclusion. The effort will ensure the department provides a climate and culture that fosters, promotes, and encourages social interactions that support, appreciate, and celebrate our differences. By supporting diversity and inclusion, the department can enhance cross-cultural understanding, break down racial and gender-based stereotypes, and create a diverse and productive workforce.

Working collaboratively with other divisions, the committee will have the following goals:

1. To achieve a workforce that reflects the state's demographic composition;
2. To be inclusive and affirming of diversity among employees;
3. To promote fair and equitable treatment and opportunities for advancement;
4. To promote awareness regarding diversity and inclusion topics;
5. To host listening sessions, lecture series and cultural events;
6. To encourage spending with minority contractors and vendors;
7. To ensure the department engages with a broad array of constituent groups and communities;
8. To ensure that the department's educational and outreach programs and materials reflect the state's culture, history, and demographics;
9. To promote department activities and attract new visitors through targeted marketing with minority serving agencies, institutions, social media and newspapers.

Committee membership shall be composed of at least one representative from each DNCR division. Committee members will be appointed by division directors with approval by the DNCR Secretary. Membership shall have representation from across varying job categories and reflect the staffing diversity within the department. The Assistant Secretary for Diversity and Cultural Inclusion and the Department's Equal Employment Officer shall serve as ex-officio members of the committee, and the Assistant Secretary shall chair the committee. Members will serve two-year renewable terms. The committee shall elect a secretary to serve a two-year renewable term. Meetings will be held every other month.

The committee shall make its actions known through distribution of meeting minutes to all division directors.