This is the official JEDI Initiative Governing Document as of the version date, above. A “living” version of this document (including pending revisions) lives in the University of Utah UBox files.

CONTENTS

CONTENTS

JEDI INITIATIVE

Initiative Composition
Initiative Leadership
Initiative Website

JEDI WORKING GROUP

Working Group Composition
Working Group Leadership
Working Group Duties

JEDI ADVISORY COUNCIL

Advisory Council Composition
Advisory Council Leadership
Advisory Council Duties
JEDI INITIATIVE

The JEDI Initiative’s purpose is to foster anti-discrimination and anti-oppression actions, skills, and knowledge across all components and contexts of the Programs of Public Affairs (PPA). Under the Initiative, “JEDI” refers to:

Justice — fair and equal distribution of rights, protections, privileges, and burdens in a society, including within and across its economic, environmental, legal, political, and governance dimensions

Equity — fair distribution of resources and opportunities, accounting for past and present events, conditions, and contexts

Diversity — sociodemographic differences, and specifically those that characterize traditionally marginalized individuals and groups on the basis of race, ethnicity, gender identity, gender expression, sex, sexual orientation, ability, and language

Inclusion — authentic and empowered participation that extends to a true sense of belonging for all, but especially the traditionally marginalized, across all program levels

Initiative Composition

The JEDI Initiative consists of a Working Group and an Advisory Council, as detailed in this document, developing and guided by the PPA JEDI Action Plan and related Initiative products, reports, resources, and events.

Initiative Leadership

A faculty or staff member of the Working Group will serve as JEDI Initiative Coordinator, responsible for Initiative operations and progress. The Coordinator’s duties include (but may extend beyond) coordinating with and between the Working Group and Advisory Council, directing and/or overseeing JEDI Initiative events, maintaining the JEDI Initiative website (including the publication of related Initiative products), and the development and implementation of the PPA JEDI Initiative Action Plan.

Initiative Website

Basic JEDI Initiative information, including purpose and composition, as well as initiative communications (i.e., announcements, upcoming events, etc.) and products (e.g., course audits, reports, resources) will be housed on a regularly-updated PPA JEDI Initiative website. The website’s current URL is publicaffairs.utah.edu/jedi_initiative.php.
JEDI WORKING GROUP

The JEDI Working Group’s purpose is to identify, articulate, and implement concrete actions that foster anti-discrimination and anti-oppression across all contexts under the purview of the Programs of Public Affairs.

Working Group Composition

The JEDI Working Group shall be composed of PPA faculty and supporting administrative personnel/staff members. PPA faculty, including but not limited to tenure track, career line, and adjunct faculty members of the Department of Political Science’s Public Administration Committee (PAC), are expected to serve on the Working Group for a minimum of single one-year term every three years, although any faculty member with the desire and capacity to meaningfully contribute to the Working Group’s efforts are welcome to serve anytime. Faculty member terms should be staggered and overlap by one semester, whenever possible, to foster organizational memory and understanding.

Working Group Leadership

The JEDI Working Group shall appoint, by a process of the Group’s choosing (e.g., popular vote, appointment, etc.) a Working Group Chair. The Chair’s primary responsibilities are to oversee completion of Working Group responsibilities, arranging and facilitating Working Group meetings, preparing and disseminating meeting agendas and notes, and coordinating with the Advisory Council Chair as necessary (i.e., for the purposes of joint meetings, audits/reviews of Working Group/Initiative progress, etc.). The Working Group Chair and JEDI Initiative Coordinator positions/responsibilities may be fulfilled by the same—or different—individuals.

Working Group Duties

The JEDI Working Group’s duties include but are not limited to the following.

Working Group Meetings

The JEDI Working Group shall convene a minimum of two meetings per semester for the purposes of conducting Working Group business and fulfilling Working Group responsibilities. A minimum of one Working Group meeting a year will be coordinated with the JEDI Advisory Council, for the purposes of reporting JEDI Initiative progress to the Council, soliciting Council recommendations and oversight, and facilitating communications and interactions across the two bodies.

PPA JEDI Action Plan

The JEDI Working Group’s primary responsibility is the ongoing development, maintenance, and implementation of a PPA JEDI Action Plan. The Action Plan shall span program policies and practices, program and course curricula, course delivery and classroom interactions, and communications and relationships—both internal and external. Examples of possible actions under the Action Plan include:

- Formally integrating diverse recruitment policies for all positions through guidance with University Human Resources diverse recruitment experts.
- Developing and offering regular courses at the intersection of JEDI and public affairs, such as colonial public administration, social justice leadership, race and public policy.
- Identifying training opportunities to raise faculty and staff awareness of their JEDI-related positionalities, increase their JEDI competencies, and better equip them to address JEDI matters both in and outside of the classroom.
The first edition of the JEDI Action Plan shall be completed, including Advisory Council review and approval (pending any necessary revisions, re-reviews, etc.) by the end of the Spring semester of the 2022-23 academic year. The Action Plan will be revised annually thereafter, under the guidance and oversight of the Advisory Council.

The current draft Action Plan can be found [at this Google Doc.](#)

**JEDI Town Halls**

The JEDI Working Group is responsible for arranging and facilitating a minimum of two JEDI Initiative “Town Halls” each year (one in the Spring semester, one in the Fall semester), open to all PPA faculty, staff, students, and stakeholders. The Advisory Council shall have dedicated time at each Town Hall for use as the Council sees fit, including (but not limited to) reporting/commenting on JEDI Initiative progress, discussing the results of any related reviews/audits, raising any JEDI related concerns (originating from within or outside of the Council), etc.

**Facilitation/Implementation of Advisory Council Recommendations**

The JEDI Working Group is responsible for ensuring the implementation of Advisory Council recommendations, either by way of direct action or facilitation/coordination, wherever possible within University/College/Department policies and procedures and/or within the PPA capacity constraints. When Advisory Council recommendations are not feasible for one or more of the preceding reasons, the Working Group will provide the Council with an explanation of as much, either by writing or in the context of a Working Group-Council meeting.
JEDI ADVISORY COUNCIL

The Advisory Council’s purpose is to advise and oversee the efforts of the JEDI Initiative Working Group, including periodic reviews of the Working Group’s progress, and that of the JEDI Initiative, overall.

Advisory Council Composition

The JEDI Advisory Council shall be composed of PPA students and alumni who are members of or allies to traditionally marginalized groups. Advisory Council members are expected to commit to a full academic year of service, spanning a full Spring and a full Fall semester. The inaugural Advisory Council will be convened by the JEDI Initiative Coordinator; it is the inaugural Council's responsibility, led by the Council's Chair and working in coordination with the Initiative Coordinator, to establish recruitment and selection processes for subsequent Advisory Council cohorts. A minimum representation from each of the PPA programs (MIAGE, MPA, MPP) should be sought on the Council.

Advisory Council Leadership

The JEDI Advisory Council shall appoint, by a process of the Council's choosing (e.g., popular vote, appointment, etc.) and working in coordination with the JEDI Initiative Coordinator, a Council Chair. The Chair’s primary responsibilities are to oversee completion of Advisory Council responsibilities, arranging and facilitating Council meetings, preparing and disseminating meeting agendas and notes, and coordinating with the Working Group Chair as necessary (i.e., for the purposes of joint meetings, audits/reviews of Working Group/Initiative progress, etc.).

Advisory Council Duties

The JEDI Advisory Council’s duties include but are not limited to the following.

Advisory Council Meetings

The JEDI Advisory Council shall convene a minimum of two meetings per semester for the purposes of conducting Council business and fulfilling Council responsibilities. A minimum of one Advisory Council meeting a year will be coordinated with the Working Group, for the purposes of receiving a JEDI Initiative progress report from the Working Group, providing Council recommendations and oversight, and supporting communications and interactions across the two bodies.

Advising the Working Group

The JEDI Advisory Council is expected to advise the JEDI Working Group’s efforts to support the effective realization of JEDI Initiative goals in the best interest of PPA students, faculty, and staff. Advise may include but is not limited to:

- Make recommendations for JEDI Action Plan content, including goals, objectives, and related action items.
- Make recommendations for other activities, events, and/or products in pursuit of JEDI Initiative goals.
- Report on JEDI related concerns and/or issues within the context of PPA policies/procedures, communications and interactions, curricula, classroom contexts, etc. This may include serving as a conduit between students and PPA administration.
JEDI Initiative & Working Group Oversight

The JEDI Advisory Council is expected to oversee the progress of the JEDI Initiative and Working group, ensuring Working Group accountability by way of periodic reports to PPA students, faculty, staff, and stakeholders. Oversight may include but is not limited to:

- Audit the Working Group’s JEDI Action Plan progress, measured against stated timelines and goals, to highlight both successes and shortcomings. This may include qualitative assessments of the quality of the Working Group’s work/progress.
- Request updates/reports on specific JEDI related goals, within or outside of the purview of the JEDI Action Plan, as necessary.
- Review/audit, either directly or by request, curricular offerings, syllabi, course content, etc., for engagement with JEDI principles in course content, delivery, design, etc.
- Communicate the results of any oversight inquiries or activities to PPA students, stakeholders, staff, and faculty in the manner deemed most effective by the Advisory Council and in coordination with the JEDI Initiative Coordinator, including (but not limited to) notice and/or publication on the JEDI website, in a JEDI Town Hall, via a specially-convened meeting, etc.