

## **CALL TO ACTION** to Salem College Board of Trustees, Administration, Faculty, Staff, and the Salem Community

This is a call to action initiated by Students for a Better Salem College because Salem College is our home. It is vital that we safeguard the progress and success of students by creating and sustaining an environment that is conducive to learning and living. As we have spent our time here at Salem, we have been urged to celebrate our diversity; while Salem College claims to embrace these ideals, we have frequently witnessed Salem community members failing to act upon these convictions. It may be apparent to the individual that the intent of the action was in good-nature, however, the impact outweighs the intent. For Salem to succeed as a diverse, equitable, and inclusive institution, actions must take place to rectify the inequality that exists, and to hold people in positions of power accountable for their actions, through the following measures:

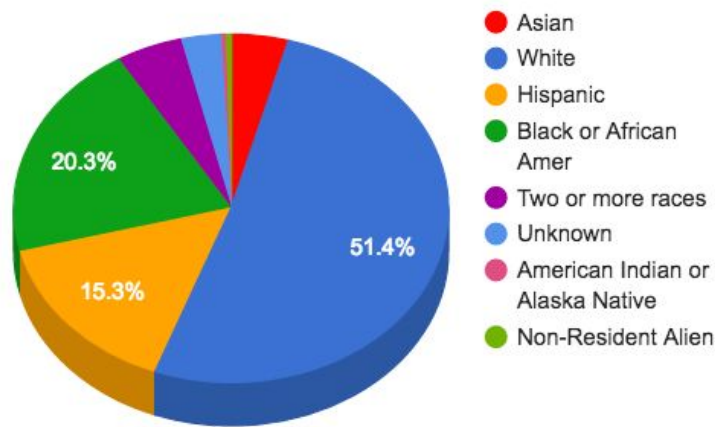
### **I. Board of Trustees**

A. As the Board of Trustees is the main governing body of Salem College, students deserve:

1. All members of the Board are required to have a minimum of 16 hours of diversity training every year to be completed prior to the first board meeting. At each Board of Trustees meeting there will be a minimum of 2 hours set aside to continue diversity training. This training will include intersectional diversity training and can be done with the Chair of the Office of Diversity and Inclusiveness or through approved outside sources that are vetted by the Chair of the Office of Diversity and Inclusiveness. Individuals who do not complete this training will be held accountable and have their position reviewed by the Chair of the Board of Trustees, the President of the College, and an appointed individual from the Office of Diversity and Inclusiveness (who is appointed by the Chair of the Office of Diversity and Inclusiveness) for possible disciplinary action or dismissal.
2. To have access to information regarding how individuals on the Board of Trustees are appointed on the website.
3. To interact with all Board members (instating yearly meet-and-greets or social events available to all students)
4. To allow the SGA President and one other appointed student to be contributing and voting members of the Board with increased time to speak about student issues and organizations (a minimum of 45 minutes speaking time per meeting).
  - a) The other appointed student would be nominated by the student body, reviewed, and approved by the student Legislative Board.
  - b) Student issues to be discussed will include but are not limited to: campus climate, platform/yearly or semester goals of the SGA President, how the Board of Trustees is working for student issues, etc.

- c) The Board of Trustees will be responsible for updating the student body via the student representatives or through the college president by no later than a month following the meeting.
- B. The Board of Trustees will represent the population that makes up the student body to the best of its ability with a specific emphasis placed on diversity (racial, socioeconomic, religious, gender, etc.). The proportion of people of color that are on the Board of Trustees will reflect the proportion of current Salem College and Academy students that are students of color. In nominating and appointing individuals to serve on the Board of Trustees, preference will be given to **alumnae** of color. See chart below.

**Traditional Salem Students - Fall 2015**



- C.
- D. Salem College will institute an inclusive policy that reflects this gender policy at Wellesley College:
1. “Wellesley will consider for admission any applicant who lives as a woman and consistently identifies as a woman. Therefore, candidates assigned male at birth who identify as women are eligible to apply for admission. The College also accepts applications from those who were assigned female at birth, identify as non-binary, and who feel they belong in our community of women.”  
(<http://www.wellesley.edu/news/gender-policy#qFshM8ZAkydLDrU3.99>)
  2. A policy will be drafted by a committee led by the Office of Diversity and Inclusiveness and will consist of faculty, administration, and at least 50% students which are chosen by the head of the office. This policy will be held at the same standard as any other policy held at Salem College.
- E. The first step to achieving this diversity will be to create a new permanent position on the Board of Trustees that is held by the Chair of the Office of Diversity and Inclusiveness.
- F. The Board will produce and publicly distribute a yearly report that details their actions, the new appointments made to the Board, and their goals for the next school year. This report will be made available on the Salem College website and be distributed via email to all members of the Salem community.

## II. Administration

### A. As the administration facilitate daily activities and events, academic and social:

1. All members of administration are required to have a minimum of 16 hours of diversity training every year to be completed prior to the first day of classes. Administration members will be required to attend two workshops per semester (one at the beginning of the semester and one at the midpoint of the semester) that will last for a minimum of 2 hours to continue diversity training. This training will include intersectional diversity training and can be done with the Chair of the Office of Diversity and Inclusiveness or through approved outside sources that are vetted by the Chair of the Office of Diversity and Inclusiveness. Individuals who do not complete this training will be held accountable and have their position reviewed by an appointed individual from the Board of Trustees (who is appointed by the Chair of the Office of Diversity and Inclusiveness), the Chair of Honor Council, and the Chair of Judicial Council for possible disciplinary action or dismissal.
2. More staff will be hired for the Office of Diversity and Inclusiveness as intersectionality is at the crux of many of the issues detailed within this document. The exact parameters of these positions will be determined by the Chair of the Department based on the needs of the department.
  - a) These positions will be full time and filled by highly qualified persons.
  - b) There are current positions, such as the Residential Coordinator position, that could be expanded to include specific work with the Office of Diversity and Inclusiveness.
3. Administration will follow through with their commitment to embrace diversity and will actively address any current political, local, and/or national unrest and divisiveness (such as the 2016 Presidential Election, House Bill 2, national and international social justice protests and/or violations of rights, etc.) in a timely manner, preferably by the week following the event.
  - a) The statements and actions made at these times will state in direct terms what the school does and does not stand for or condone such as hate speech, divisive and offensive symbols, threats or actual violations of personal safety, etc.
4. Salem College and the Dean of Students will not expel a student based on their gender identity after having been accepted, regardless of whether they are a traditional or Fleece student.
5. In an effort to avoid a conflict of interest, institute a policy that allows students to submit complaints about a faculty member (including professors with tenure and adjunct professors) to **any** member of Committee on Community. While working towards establishing a permanent Human Resource department, the Committee on

Community will serve in this capacity. Repercussions will match the severity of the transgression and can be in the form of:

- a) Mandatory individual diversity training
- b) A written apology to the student whom they've offended and/or the entire school at the discretion of the offended party
- c) An element of community involvement/service that directly relates to the offended group
- d) Suspension/termination of employment
  - (1) This is the result of two violations over a five-year period or if otherwise decided upon by Committee on Community.

- 6. To preserve the integrity of the education that is received at Salem College, faculty will be made accountable to comments made on faculty/course review surveys conducted at the end of the semester. To ensure anonymity, efficiency, and for cataloging purposes, the faculty/course reviews surveys will be electronic and completely anonymous.
  - a) Students will be required to submit an electronic, anonymous course evaluation in order to see their grade for the course on PowerCampus.
  - b) Students who choose to drop a class will be required to fill out a form regarding why they have chosen to drop the class. This form will be reviewed by the faculty member, department head, and the Dean of the College. This form should entail questions such as:
    - (1) Why did you drop the course?
    - (2) What did you expect from the course that it did not deliver?
    - (3) Did the professor teaching the course have a role in your dropping of the course?
    - (4) What could this professor have done for you to not have dropped the course?
- 7. Administration will hold a mandatory open discussion for all members of the Salem community each semester as a forum to bring concerns, and to have the voices of community members heard and acted upon. All members of administration are required to be present at this meeting. A mandatory meeting will also be called following any situation or event that adversely affects multiple members and groups of the student body.
- 8. The proportion of people of color that are on Administration will reflect the proportion of current Salem College students that are students of color (refer to chart detailed in Section I, Subsection C).
- 9. The Dean of Undergraduate Studies will have the authority to excuse absences for religious observances and will do so.
- 10. The student health center will be able to provide credible medical notes to students who miss class. These notes will be accepted by the Dean of

Undergraduate Studies as well as faculty members and will be comparable to those from outside medical services.

- B. There will be accurate representation of the Salem student population in the Admissions literature sent out to prospective students {this is across all senses of intersectionality: race/ethnicity (including not giving preference to lighter skinned people of color), gender, sexual identity, class, ability etc.}.
  - 1. Students will have the option to submit photographs that they have taken in an effort to show real and accurate parts of a student's life at Salem. The students who submit these pictures will give up the right for distribution to Salem College and Academy.
  - 2. All Salem College faculty and students will be required to fill out a media release form. This form will detail the circumstances under which Salem College and Academy can use images, video, and audio of community members and will provide the option to deny the use of any part of their persona by the college.
- C. In an effort to promote transparency, Salem College and Academy Administration, in conjunction with the Board of Trustees, will publish an annual report of expenses, income, donations, grants and allocations for every academic year, regardless of their incorporated legal requirements, available to all students, faculty and staff.

### III. Faculty

- A. As the faculty members are directly responsible for the education and caliber at which Salem holds students:
  - 1. All members of faculty are required to have a minimum of 16 hours of diversity training every year to be completed prior to the first day of classes. Faculty members will be required to attend two workshops per semester (one at the beginning of the semester and one at the midpoint of the semester) that will last for a minimum of 2 hours to continue diversity training. This training will include intersectional diversity training and can be done with the Chair of the Office of Diversity and Inclusiveness or through approved outside sources that are vetted by the Chair of the Office of Diversity and Inclusiveness. Individuals who do not complete this training will be held accountable and have their position reviewed by the President of the College; Dean of the College; Dean of Students; Dean of Undergraduate Studies; Dean of the Fler Center; Vice President for Enrollment; Financial Aid, and Communications; and an appointed individual from the Board of Trustees (who is appointed by the Chair of the Office of Diversity and Inclusiveness) for possible disciplinary action or dismissal.
  - 2. As a women's college, faculty will present their subjects to encompass intersectional women's history. Congruently, faculty will present their subjects with lenses and content reflecting Non-Western perspectives and the history of people of color as well.
  - 3. Discrimination or bias towards or against certain populations by faculty will not be tolerated. This will be reinforced by the Faculty Advisory Board (Section II,

Subsection A, Part 3). Faculty members will be held accountable for microaggressions as well with the appropriate repercussions.

4. The Salem Signature First-Year Courses will include an intensive period of diversity training during their first semester here lasting a minimum of 8 contact hours by a certified instructor.
5. The proportion of people of color that are faculty members will reflect the proportion of current Salem College students that are students of color.
6. In the end of semester professor evaluations, questions will be added asking about the professor's inclusion of diversity in their class (i.e.: questions about multicultural and multi-religious perspectives, facilitation of diverse class discourse, addressing social and campus climate, measuring students' mental/emotional wellness, etc.).
7. When a professor is up for tenure, the senior student with the highest GPA in the professor's major will serve on the Tenure Board and have a voice in the decision of whether or not the professor will receive tenure.

#### IV. Salem Community in General

##### A. Gender Policy

1. As part of the diversity of the Salem Community includes students, faculty, and staff who have various gender identities:
  - a) Salem College will assign email addresses based on preferred rather than legal name. Salem College students will be allowed to update their ID cards with preferred names free of charge. The Mail Room will use preferred names and ID numbers to distribute mail.
  - b) Salem College will use gender neutral language in all official correspondence and require employees of the institution to do so as well (i.e. Salem Siblings instead of Salem Sisters). Any employee of the College who refuses to follow this policy shall be reported to Honor Council and the appropriate disciplinary action will be taken.

##### B. Honor Council

1. If an individual is brought to Honor Council under the third article: "I will show respect for faculty, staff, my peers, classmates, and members of the administration by maintaining civility and refraining from disruptive and abusive language and behavior."

([https://www.salem.edu/sites/default/files/salem\\_college\\_student\\_handbook.pdf](https://www.salem.edu/sites/default/files/salem_college_student_handbook.pdf): Section The Honor Code, Subsection II, Part C), the sanctions will include but are not limited to:

- a) Warning: This sanction is given when a student is responsible for a violation that does not warrant severe action for the third article of the Honor Code. When a student acknowledges responsibility or is found responsible by the Chair, a warning is put on the student's judicial record in the Dean of Students office until graduation. The Chair will advise the

student to learn from this experience as they reflect on the importance of their behavior and its impact on the Salem College community. ([https://www.salem.edu/sites/default/files/salem\\_college\\_student\\_handbook.pdf](https://www.salem.edu/sites/default/files/salem_college_student_handbook.pdf): Section The Honor Tradition, Subsection XIII)

- b) Probation: This sanction is given when a student is responsible for a violation that is of a serious nature. It is stressed to a student that this is a time for reflection and contemplation about what they have done and what it means to live and abide by the Honor Tradition specifically the third article of the Honor Code. Probation may entail a loss of social privileges for the length of probation and mandated diversity and inclusivity training facilitated by an individual appointed by the Chair of Diversity and Inclusiveness. Loss of social privileges will include all College-sponsored social events, such as events sponsored by SGA and CAB, and visitation privileges.

([https://www.salem.edu/sites/default/files/salem\\_college\\_student\\_handbook.pdf](https://www.salem.edu/sites/default/files/salem_college_student_handbook.pdf): Section The Honor Tradition, Subsection XIII)

#### C. Residence Life

1. There will be a visible and intensive effort given to the renovation, restoration, and upkeep of residence halls with special attention given to buildings that are reserved for residents with medical conditions. Updates will be given to students concerning the process of fixing issues in their building that have the potential to affect their health, safety, or belongings.
2. Salem College will provide gender neutral housing similar to the “Open Housing” program offered at Barnard College.
  - a) “Barnard Residential Life & Housing is pleased to take part in Columbia's "Open Housing" program, in order to allow students to choose into suites or rooms together, regardless of gender identity. The primary reason for such a policy is to provide housing options that take into consideration varying identities and preferences and to ensure a comfortable and welcoming environment for all students.”  
([https://barnard.edu/reslife/roomselection/lottery#gender\\_inclusive](https://barnard.edu/reslife/roomselection/lottery#gender_inclusive)).

#### D. Refectory

1. Salem College will not require students with dietary restrictions to purchase a meal plan.

#### E. Health and Counseling Services

1. As the most recent 2016 Salem College American College Health Association (ACHA) survey listed, Salem students reported feeling--97% overwhelmed, 93% emotional exhaustion, 75% very sad, 68% overwhelming anxiety, 65% very lonely, 63% hopeless, 42% so depressed it was difficult to function:
  - a) All members of health and counseling services are required to have a minimum of 16 hours of diversity training every year to be completed

prior to the first day of classes. All members of health and counseling services will be required to attend two workshops per semester (one at the beginning of the semester and one at the midpoint of the semester) that will last for a minimum of 2 hours to continue diversity training. This training will include intersectional diversity training and can be done with the Chair of the Office of Diversity and Inclusiveness or through approved outside sources that are vetted by the Chair of the Office of Diversity and Inclusiveness. Individuals who do not complete this training will be held accountable and have their position reviewed by the President of the College, Dean of Students, and the individual's direct superior for possible disciplinary action or dismissal.

- b) The Health and Counseling Services department will be representative of students on this campus in the areas of race, gender identity and expression, sexuality, class, ability, etc.. There will always be at least one intern who is a person of color, and at least one intern who identifies as LGBTQ+.
- c) As students who pay for room, board, and other fees required by the college, students deserve accessible and personal health care options which are comparable to what students would receive outside of this institution. A doctor will be made available on campus at least 2 times a week and also when called. In addition to having a doctor available, there will be complete transparency in terms of the resources that are provided to students such as filling prescriptions and having them delivered to campus.
- d) The Director of the Counseling Center will be reviewed and evaluated by both students and administration prior to May 20th every year, from here forward.
  - (1) An optional electronic anonymous evaluation will be offered to anyone undergoing a counseling session with either interns or the director following each session. An anonymous mandatory evaluation will be required of each individual that takes part in counseling services either at the end of the spring semester or when they choose to stop pursuing services through the counseling center. These evaluations will be reviewed by the Dean of Students, Assistant Dean of Students, and the members of the Wellness Committee.
- e) In the case of any issue regarding the comportment of the Counseling Director or the Counseling Interns, students will be able to take issues to the Dean of Students, issues will be noted on record, and will be carefully evaluated. Repercussions will align with the severity of the transgression



and follow the above stated consequences (Section II, Subsection A, Part 5).

- f) There will be sufficient counseling staff to meet the demand of students. In the case of all appointment spaces filled, the Counseling Director will facilitate the immediate hiring of additional interns, providing temporary support groups during the interim period. Due to the limited amount of space in the current counseling office, the basement of the Inspector's House should be converted to a space that can be used for additional counseling sessions and additional places for support groups to meet.
- g) There will be special effort placed on reaching out and providing support for college employees who work specifically with students, such as Residential Advisors, Residential Coordinators, the Chair of the Office of Diversity and Inclusiveness, etc. The Counseling Center will be responsible for reaching out to these particular individuals in support of their emotional and mental health.

#### F. Facilities

- 1. There will be a visible and intensive effort given to the renovation, restoration, and upkeep of residence halls with special attention given to buildings that are reserved for residents with medical conditions. Updates will be given to students concerning the process of fixing issues in their building that have the potential to affect their health, safety, or belongings.
- 2. In order to meet the accessibility needs of the Salem community, pathways, especially those consisting of bricks, will meet the needs of every person. This specifically entails having level bricks and pathways free of large debris and blockages that do not interfere with mobility, including mobility devices.

#### V. General Staff (Athletics, Public Safety, Physical Plant, Dining Services, Information Technology, Financial Aid, Admissions Staff, Communications, Library Staff, Office of Development, Alumnae Relations, Office of Professional Development, etc.)

- A. All members of general staff are required to have a minimum of 16 hours of diversity training every year to be completed prior to the first day of classes. All general staff members will be required to attend two workshops per semester (one at the beginning of the semester and one at the midpoint of the semester) that will last for a minimum of 2 hours to continue diversity training. This training will include intersectional diversity training and can be done with the Chair of the Office of Diversity and Inclusiveness or through approved outside sources that are vetted by the Chair of the Office of Diversity and Inclusiveness. Individuals who do not complete this training will be held accountable and have their position reviewed by the President of the College, Dean of the College, and the individual's direct superior for possible disciplinary action or dismissal.

#### VI. Alumnae Board and Board of Visitors

- A. All members of the Alumnae Board and Board of Visitors are required to have a minimum of 16 hours of diversity training every year to be completed prior to the first

meeting of the academic year. At each Board meeting there will be a minimum of 2 hours set aside to continue diversity training. This training will include intersectional diversity training and can be done with the Chair of the Office of Diversity and Inclusiveness or through approved outside sources that are vetted by the Chair of the Office of Diversity and Inclusiveness. Individuals who do not complete this training will be held accountable and have their position reviewed by the Chair of the Board of Trustees, the President of the College, and an appointed individual from the Office of Diversity and Inclusiveness (who is appointed by the Chair of the Office of Diversity and Inclusiveness) for possible disciplinary action or dismissal.

- B. All members of the Alumnae Board and Board of Visitors are required to sign a copy of the Honor Code. Anyone who violates the Honor Code will have their position reviewed by the Chair of the Board of Trustees, the President of the College, and an appointed individual from the Office of Diversity and Inclusiveness (who is appointed by the Chair of the Office of Diversity and Inclusiveness) for possible disciplinary action or dismissal.

You've had your chance to ignore this but now it's in your face. Pay attention. It's past time you take steps to implement the rights, policies, and demands necessary to alleviate the inequity and discrimination that permeate every facet of Salem College. This Call to Action demands policies that should have been instated since the founding of Salem. Salem does not stand for diversity and inclusiveness, and will not until each of these policies is instated. It's time you act and stand for an equitable and intersectional Salem--there is no alternative.