

ARL Kaleidoscope Program Task Force

Purpose

The purpose of the Task Force is to advise and assist the ARL senior director, diversity, equity, and inclusion in the programming and delivery of the Kaleidoscope Program.

Charge

The Kaleidoscope Program Task Force reports to the Diversity, Equity, and Inclusion Committee (DEIC) and advises the senior director. The Task Force works with the senior director to ensure that the content and scholars' experience align with the program objectives.

Membership

The Task Force is composed of 7–9 members including a member of the DEIC, the senior director, and 5–7 members from the ARL DEI community agreed to by the DEIC chair and vice chair; the DEIC chair and vice chair also select the Task Force chair and vice chair. When possible, at least two members of the Task Force should be program alums with a preference for at least one alum from one of the three most recent cohorts.

Terms

The Task Force members serve for two years, staggering membership to ensure consistency between program cohorts. Task Force terms follow the Kaleidoscope Program calendar: start dates are July 1 annually and end dates are June 30 annually.

Consecutive terms are permitted pending DEIC approval. If a member is selected to serve as chair and/or vice chair, their term will be automatically extended to allow the completion of their responsibilities. Task Force vacancies and incomplete terms may be replaced at the discretion of the senior director with approval from the DEIC chair and vice chair. If a Task Force chair is unable to complete their term, the vice chair will assume the role of the chair and still be eligible to serve as chair for the following program year.

Meetings

The Task Force meets monthly via video conferencing platforms and otherwise as needed.

Prior to the monthly Task Force meetings, the chair will meet with the senior director to plan the meeting agendas and address other program related needs. The vice chair may attend these meetings as availability allows.

Areas of Responsibility

The Task Force is responsible for:

- Advising the senior director on program curriculum, structure, and implementation,
- Planning the program for the Annual ARL Leadership Symposium, including developing topics, engaging speakers, and attending/facilitating sessions,
- Reviewing the application and selection process for the program and making recommendations for updates,
- Confirming the roster of scholars during the selection process based on the ranked list from the Selection Working Group and considering cohort composition, and
- Reviewing the program evaluations by diversity scholars, speakers, and other participants, and providing feedback on the program to the senior director, the DEIC, and/or the executive director to shape changes for future cohorts.

At least one member of the Task Force will serve on the Kaleidoscope Program Selection Working Group.

Decision-Making

The Task Force makes recommendations to the senior director and, as appropriate, to the DEIC, and as appropriate to the Executive Director.

Code of Conduct

The Task Force adheres to the [ARL Code of Conduct](#) in all of its deliberations and activities.

Approved by the Executive Director August 13, 2020
Approved by the Executive Director June 27, 2022