Diversity Committee Procedures

Revised July 2019

Representation and Authority

The Diversity Committee is chaired by a Chapter member appointed by the President. The Chair shall recommend a Vice Chair, from any class of membership, for approval by the President. Because the Chair holds the title of SWAAAE Delegate on the AAAE Diversity Committee, and represents the chapter at the national level, he or she must meet the criteria outlined in Policy Decision 19. In this role, the chair is responsible for regular participation in, and maintaining formal communication with, the AAAE Diversity Committee, and serves as the liaison/delegate between the AAAE Diversity Committee and the SWAAAE Board of Directors.

The Chairperson shall select committee members to execute and satisfy diversity goals and initiatives of the AAAE and SWAAAE.

Program Areas

The Diversity Chair and Task Force shall:

1. The Committee will work with the Academic Committee to Focus on developing and implementing year-round diversity efforts to encourage college and high school students to pursue a career in aviation and airport management.

2. Work with the Summer Conference Committee and the Winter Airport Management Short Course Committee to ensure conference programs include diversity-focused sessions on workforce development, recruitment, young member mentorship, and continuing education for managers and executives.

3. Attend or call-in AAAE Diversity Committee meetings.

Timeline

During the academic school year, the committee shall organize at least two regional outreach workshops annually to encourage college and high school students to pursue a career in aviation or airport management.

The Committee shall work with the respective conference chairs and committees at least three months prior to the annual Winter Management Short Course and Summer Conference to develop and incorporate diversity-focused conference workshops or mentoring sessions in the conference program.

Miscellaneous Notes

This document was updated by the FY18/19 Committee Chair, T.J. Chen, CM, PE, as well as, the 1st Vice President Jennifer Maples, A.A.E., C.A.E.