



**MONTCLAIR STATE**  
UNIVERSITY

## University Senate

### Recommendation for the development of a supplier diversity policy

May 11th, 2022- Approved by the University Senate

---

The University Senate recommends that the University Administration develop and promulgate clear and comprehensive policies and procedures to govern supplier and vendor diversity on campus.

Among other considerations, the policy should:

1. Provide guidance and training to employees on how to grow supplier diversity;
2. Specify a set of guidelines for businesses to use in a targeted effort to increase diversity; e.g., those that are at least 51% owned and operated by people of color, indigenous, women, veterans, members of the LGBTQ+ community, or proprietors with disabilities or other social and economic disadvantages;
3. Ensure that these businesses have unimpeded access to the competitive procurement, and other business processes;
4. Seek to promote increased participation of these businesses in pursuing economic opportunities at the university;
5. Put forth a meaningful plan to increase the percentage of these businesses in a significant way across contract award tiers, e.g. \$10k or less, \$10-20k, \$20-30k, etc.;
6. Set goals for larger suppliers, especially those already working with the University, to actively mentor, partner with, and purchase from these businesses;
7. Provide regular updates, such as a live tracker, to the campus community that informs how we are doing in achieving our diversity goals.

In the development of the necessary policies and procedures, the Administration should solicit broad-based input, including provision for public comment by the members of the University Community on proposed policies and procedures. Moreover, any aspects of policies and procedures that address items subject to collective negotiation should be properly negotiated with the respective negotiations agents (unions).

### Rationale

A supplier diversity policy will support the University's overall mission and values of inclusion, equity, and social justice and will further ongoing efforts to address systemic racism, more broadly. In the creation of this policy, we will be taking a step toward acknowledging the experiences and perspectives that diverse suppliers can bring to the University. Further, as a

Hispanic serving institution, we are well-served to embrace diversity among our vendor and supplier pool. In conclusion, this policy represents an opportunity to actively join the fight against racial discrimination, create economic opportunity, and enhance University operations.

**Sources:**

[Why You Need a Supplier-Diversity Program](#) Harvard Business Review, August 2020  
[Princeton adopts plan to support more diverse-owned businesses, broaden pool of University suppliers](#) May, 2021

**NJ Certification for disadvantaged businesses**

[MWBE, SBE, VOB and Other Certifications](#)  
[Minority and/or Women Business Enterprise \(M/WBE\)](#)  
[Veteran and Disabled Veteran-Owned Business](#)

**Brown University:**

[Supplier Diversity Policy](#)

**Rowan University**

[Supplier Diversity & Inclusion | Office of Contracting and Procurement | Rowan University](#)

**University of Buffalo:**

[Supplier Diversity Policy - Administrative Services Gateway - University at Buffalo](#)

**University of Washington:**

[Supplier Diversity | Procurement Services](#)

[How to Locate and Select Diverse Suppliers | Procurement Services](#)

**University of Virginia:**

<https://supplierdiversity.procurement.virginia.edu/resources/suppliers>

**LSU:**

[PERMANENT MEMORANDUM 81 Supplier Diversity Policy](#)

**Carnegie Mellon:**

[Purchasing Policy](#)