

## Diversity Committee Meeting Minutes for October 23, 2014

*In attendance: Ron Welch, Pattie Allen, , Katie Leslie, , Stacie Steinbock, Dr. Rafael Fernandez-Botran, Faye Jones, Dr. Tom Geoghegan, Dominique Jones, Matt Bojanowski, Michael Rowlan, Claudia Espinosa*

The meeting was called to order by Dr. Fernandez-Botran with a request to approve the September 2014 Diversity Committee Minutes. The minutes were approved and attention was turned to the agenda items for the day.

Dr. Fernandez- Botran suggested to the committee that we should extend an invitation to Karan Chavis, Chief of Staff to the Dean of the Medical School, to join the SOM Diversity Committee. Everyone agreed. He then mentioned that he is still collecting ideas/suggestions on faculty/staff hiring, climate and engaging faculty/staff in student success as well as other diversity goals to send to the Vice Provost, Mordean Taylor-Archer. What has been suggested so far is that we need to focus on ways to increase the numbers of faculty and staff of color, create an inclusive environment, and engage faculty and staff in student success (retention, graduation rate). Specifically for the School of Medicine, we need to build relationships with current residents/fellows and invite them to be a part of academic medicine. This will utilize our existing internal pipeline program For faculty positions, it is imperative that foreign residents are given the opportunity to interview and if they seem to fit, complete residency at UofL. Once they know all the opportunities and inclusive environment they will be more likely to stay as a faculty member.

Dr. Rowland gave an LCME update to the committee. The action plan was submitted and approved by LCME with the site team due back on campus in April 2015. Dr. Rowland shared that the LCME has an accreditation standard called **IS-16** which states: An institution that offers a medical education program must have policies and practices to achieve appropriate diversity among its students, faculty, staff, and other members of its academic community, and must engage in ongoing, systematic, and focused efforts to attract and retain students, faculty, staff, and others from demographically diverse backgrounds. This standard, effective July 1, 2009, must be followed to include “added value” faculty, students and staff.

Dr. Rowland passed out the LCME Data Collection Instrument form for the committee to review. This collection table captures the offers of admission made to medical school applicants and offers of employment made to applicants for faculty positions. Included on this form is a section to categorize and report on information regarding the percentage of enrolled students, employed faculty, and staff in each of the categories included in UofL’s definition of diversity.

The form distributed to committee members is below:

LCME Data Collection Instrument  
 Academic Year 2014-2015  
 Section I. Institutional Setting - UPDATED 12/13/13

d. For each of the institutions categories of diversity, complete the following tables with the number of offers made to students and faculty, along with the number of offers that were made but were declined.

Offers of Admission Made to Medical School Applicants						
School Identified Diversity Categories	2013 entering class			2014 entering class		
	Number of Offers Declined	Number of Students Enrolled	2013 Total Offers	Number of Offers Declined	Number of Students Enrolled	2014 Total Offers

Offers of Employment Made to Applicants for Faculty Positions						
School Identified Diversity Categories	2013			2014		
	Number of Offers Declined	Number of Faculty Hired	2013 Total Offers	Number of Offers Declined	Number of Faculty Hired	2014 Total Offers

e. Based on the institution's definition of diversity, and the statement in the annotation to this standard that "medical schools should consider in their planning elements of diversity including, but not limited to, gender, racial, cultural, and economic diversity," report in the table below information regarding the percentage of enrolled students, employed faculty, and staff in each of the categories included in the institution's specific definition of diversity.

Category	First-Year Students	All Students	Employed/ Full-time Faculty	Staff* (define)

\* Note that "staff" can include residents and other health professionals.

All recruitment, whether it be faculty, students, or staff members should follow the "Added Value" categories that have been defined in the table below.

FACULTY	African American	Hispanic	Women	
STUDENTS	African American	Hispanic	Women	Rural
STAFF	African American	Hispanic		

The goal is to be consistent with the Admissions Committee definitions and be consistent with all faculty hires. As it stands now, each department chair should know what the added value groups are, but we need to also make sure each school's diversity chairs and department members are aware as well for hiring purposes.

Attention then was directed to the upcoming Cultural Competency Workshop being held on November 4, 2014. Dr. Jones and Ron Welch informed the committee that all specifics had been planned for the day's events. Dr. Marc Nivet from the AAMC will be the Keynote speaker and we were planning a poverty simulation for the first time.

Dr. Fernandez-Botran then asked the committee for a volunteer to be secretary for the Diversity Committee. This person would be responsible for taking the official minutes at each meeting and producing a report to the committee in written form so we can publish them to the School of Medicine's website. Katie Leslie graciously volunteered for this position.

Dr. Jones announced that on November 4<sup>th</sup> at the conclusion of the Cultural Competency Workshop the Multimedia Project called: *Perspectives of Excellence: A Multimedia Exploration of Institutional Diversity*, will be officially launched. Dr. Jones hopes that members of the Diversity Committee would have some submissions.

The meeting was ended with the next meeting set for December 4, 2014 due to the holidays and with the suggestion that we recognize Dr. Thomas Geoghegan from the Graduate and Post-Doctoral Studies Office for all his help with the Diversity Committee and celebrating his retirement from UofL.