

## **UNM Health Sciences Center, Office for Diversity, Equity, and Inclusion Inclusive Excellence Council (HSC DEI IEC) Charter**

The HSC DEI Inclusive Excellence Council (IEC) was founded in 2020 by the Vice Chancellor for Diversity, Equity, and Inclusion (VC-DEI). The IEC informs and advises the VC-DEI and Executive Vice President for Health Sciences (EVP-HS) on issues related to diversity, equity, and inclusion (DEI) at the UNM HSC including, but not limited to, diverse faculty, staff, and learners' personal and professional development needs; community, state, and national DEI concerns; best practices in supporting a diverse and inclusive environment; and meeting UNM HSC DEI goals.

The HSC IEC will advance diversity, equity and inclusion across the University of New Mexico Health Sciences Center (UNM HSC) through the vision and practice of inclusive excellence. *An academic health sciences center's achievement of Inclusive Excellence* is dependent on how well it includes, engages, and values the communities it is called to serve internally and externally; including the rich diversity of learners, staff, faculty, administrators, alumni, patients, and community members. The HSC IEC serves as a resource on matters of strategy, policy, and practice to increase diversity, foster and maintain a climate of belonging and inclusion, and achieve equity.

The Council will prepare and submit an annual report summarizing its activities and actions during the course of the year. The HSC DEI IEC reports to the VC-DEI.

### ***Goals and Objectives***

- Provide input on a strategic vision for the HSC DEI enterprise that aligns with the overall UNM HSC's strategic vision;
- Provide an official voice on overall HSC DEI policies and processes;
- Provide expertise and input on HSC DEI educational innovations as well as an operational perspective on the design, implementation, evaluation and conduct of academic scholarship of HSC DEI initiatives;
- Through an evidence based lens, critically determine community, clinical, operational, educational, and research factors that may catalyze or impede the HSC DEI enterprise;
- Make formal recommendations on community, operational, clinical, educational, and research issues related to the DEI enterprise to the Vice Chancellor of DEI and Executive Vice President for Health Sciences.

In pursuing these goals and objectives, the IEC endeavors to ensure that its actions support and are consistent with academic-based decision-making and joint governance as these concepts evolve at UNM HSC. In this regard, the Council will create an environment conducive to broad-based consultation among UNM HSC's, administrative, academic, clinical and research leadership, faculty, learners, trainees, and employees. All IEC reports should be directed to the Vice Chancellor for DEI and Executive Vice President of Health Sciences.

### ***Membership***

Membership in the IEC mirrors the UNM HSC administrative organization chart with additions to reflect at large specific roles. Members can be voting or non-voting members.

The following individuals will be voting members of the IEC. Voting members may not appoint designees to fulfill their role and attendance on the IEC.

1. Vice Chancellor DEI (chair)
2. Executive Vice Chancellor for DEI (vice chair)
3. UNM Hospitals DEI Executive Officer
4. UNM Sandoval Regional Medical Centers DEI Executive Officer
5. UNM Medical Group DEI Executive Officer
6. School of Medicine DEI Executive Officer
7. College of Nursing DEI Executive Officer
8. College of Pharmacy DEI Executive Officer
9. College of Population Health DEI Executive Officer
10. Clinical & Translational Sciences Center DEI Executive Officer
11. UNM Comprehensive Cancer Center DEI Executive Officer
12. HSLIC DEI Executive Officer
13. 14. 15. 16. One at large representative from Health Professional Students from each college/ school (SOM Medical Student, CON, COP, COPH, Health Professions Program)
17. One at large Resident/ Fellow representative
18. One at large Post-doc/ Graduate Student representative
19. 20. Two at large Faculty representatives
21. 22. Two at large Staff representatives
23. 24. Two at large Alumni representatives

*DEI Executive Officers* will be selected by Dean/CEO/Highest level of leadership of each represented entity. The *At Large* members will be selected through self-nomination and by application to the Office of DEI. At Large members will be appointed for 2 year terms. Health professional students must have completed their first year and be in good academic standing.

In order to have the necessary content experts to support the IEC, a group of non-voting *advisors* will also be invited to participate on the IEC. Advisors are critical and their participation will be welcomed and expected on committees or work groups

related to the activities of the IEC. Advisors will be appointed for a one-year renewable term. These individuals may include:

Vice Chancellors  
Associate Vice Chancellors  
HSC Chief of Staff  
Center and Institute Directors  
Health Professions Programs Associate Dean  
HSC Faculty/ Staff/ Council/ Content Experts  
Diversity Mavens  
Interprofessional Education (IPE)  
Representatives for Student and Staff organizations  
Legal  
Compliance  
Community Stakeholders

Other non-voting advisors may be invited to attend at the discretion of the committee chair and may include HSC faculty, staff, and other content experts.

### *Chair*

The council will be chaired by HSC VC DEI.  
Responsibilities include:

- Represents the IEC by attending meetings and using the IEC's vote to represent the views of the IEC membership;
- Convenes regular meetings (a minimum of eight meetings per year) and works with all members to identify key agenda items;
- Approves final meeting notes;
- Reports and makes recommendations to the HSC Executive Vice President, the UNM HSC Core Group, and other groups as applicable; and
- Provides an update to the core group twice a year at the discretion of the Chancellor of the Health Sciences and will be available to provide updates to entities and colleges as needed.

### *Vice Chair*

The Executive Associate Vice Chancellor will serve as Vice Chair and will assume all responsibilities of the Chair in the Chair's absence.

## Committees

- Committees will be established at the discretion of the chair with advice from the IEC.
  - Committees may include participants that are not on the IEC or advisors to the IEC. It is anticipated that representatives of learner-focused organizations will have representation on these committees and will be actively engaged participants.
  - During year one, the committees will conduct an inventory of existing HSC DEI promising practices in supporting a diverse and inclusive environment.
  - All members must serve on at least one committee.
1. Academic Development and Professional Training  
Focus areas will include:
    - DEI content in the curriculum for learners, training for faculty and staff (implicit bias, racial literacy, etc.)
  2. Workforce Development (*participation of learners and learner-focused organizations will be encouraged*)  
Focus areas will include:
    - Recruitment, retention, promotion of diverse HSC students, residents/fellows, staff and faculty
    - Leadership and personal development
  3. Community Engagement
    - Enhance communication channels with internal and external stakeholders to gauge their needs and heighten awareness of opportunities through HSC DEI
    - Foster partnerships with internal and external stakeholders
  4. Culture and Climate
    - Assess campus DEI climate
    - Raise awareness and reduce frequency and burden of implicit bias across education, research and clinical spheres

## Meetings

The HSC DEI IEC members will meet in year one eight times (4 consecutive monthly meetings and then bimonthly meetings). Meeting notes will be published.

On behalf of the membership, the Chair may invite other appropriate individuals to participate on specific projects or agenda items.

### *Policy for Electronic Voting*

At their discretion, the Chair and Vice-Chair may decide to conduct an endorsement vote online. Members will receive electronic notice of the vote with the subject line "ACTION NEEDED: \_\_\_\_" and have 1 week to respond. One of the voting options will include a request to bring the item to a future meeting for further discussion.

A quorum is considered to be one more than half of the number of voting members. The Chair will vote to break a tie. If a quorum is reached, then the result of the vote will be announced at the next meeting. If a quorum is not reached, the matter will be brought up at the beginning of the very next meeting for an expeditious simple majority vote.

### **TERMS AND DEFINITIONS**

**Diversity** - The concept of diversity encompasses acceptance and respect. It means understanding that each individual is unique, and recognizing our individual differences. These can be along the dimensions of race, ethnicity, gender, sexual orientation, socio-economic status, age, physical abilities, religious beliefs, political beliefs, or other ideologies or attributes. It is the exploration of these differences in a safe, positive, and nurturing environment. It is about understanding each other and moving beyond simple tolerance to embracing and celebrating the rich dimensions of diversity contained within each individual.

<https://hsc.unm.edu/programs/diversity/diversity-at-unm/diversity-mavens>

**Inclusion** - Is a core element for successfully achieving diversity. Inclusion is achieved by nurturing the climate and culture of the institution through professional development, education, policy, and practice. The objective is creating a climate that fosters belonging, respect, and value for all and encourages engagement and connection throughout the institution and community.

<https://www.aamc.org/professional-development/affinity-groups/gdi>

**Equity** - refers to fair opportunity for everyone to attain their full potential regardless of demographic, social, economic or geographic strata. <https://www.who.int/gender-equity-rights/understanding/equity-definition/en/>