

## **UNM HSC Racial and Ethnic Minority (R/EM) Student Recruitment Toolkit**

As part of the UNM Health Sciences Center (HSC) Strategic Plan, and in collaboration with many stakeholders across the institution, the HSC Office for Diversity Equity & Inclusion (OfDEI) was charged with developing a comprehensive plan for the recruitment of diverse students. The initial charge was to focus on the recruitment of students from racial and ethnic minority (R/EM)\* groups underrepresented in the health professions across New Mexico relative to the state's demographics.

Although it is recognized that each HSC entity has specific needs as it relates to successful student recruitment, there are strategies that can be uniformly utilized by all. This Student Recruitment Toolkit provides concrete steps for implementing best practices to enhance R/EM student recruitment across the HSC. This Toolkit should be used by all HSC entities to guide student recruitment efforts.

- 1. Establish Admissions Committees** whose members (student, faculty and community) reflect the diverse populations in New Mexico.
- 2. Insure Admissions Committee Members Receive Implicit Bias Training**
  - a. Training is available for all UNM/HSC Committee members through Learning Central. To find, login to Learning Central, go to "Find Learning", type in "Unconscious Bias" and click search. Click to add to your learning plan. This training takes approximately 30-60 to complete. (<https://learningcentral.health.unm.edu/learning/user/login.jsp>)
  - b. Training is available for non-UNM Committee members through Moodle. This is the same training that is available in Learning Central. Users will need to create a free Moodle account by clicking on the right side of the webpage on Create new account. This training takes approximately 30-60 to complete. (<https://hscmoodle.health.unm.edu/course/index.php?categoryid=139>)
  - c. Training is available, free of charge, for all Committee members through the Association of American Medical Colleges (AAMC). To access, scroll to mid-page and select "Register Here" for the Online Seminar. This training takes approximately 30 minutes to complete. (<https://www.aamc.org/initiatives/diversity/322996/lablearningonunconsciousbias.html>)
  - d. In-person training is also available through the School of Medicine Deans Office and the OfDEI. For information, contact Dr. Melissa Gonzales ([mgonzales@salud.unm.edu](mailto:mgonzales@salud.unm.edu)).
- 3. Outreach and Recruitment**
  - a. Review and refine the outreach/marketing materials used to recruit potential students to highlight the diverse racial and ethnic minority communities across New Mexico.
  - b. Plan and track outreach and recruitment for prospective REM students including direct contact (e.g. via email or phone call) whenever possible.
  - c. Include current R/EM students and faculty in outreach and recruitment efforts.

\***Racial Ethnic Minority** (R/EM) data tracked by UNM and underrepresented in health-related professions include African American, American Indian/Alaska Native, and Hispanic/Latino (Source: UNM Data Book). Additional diversity categories maybe also tracked by individual HSC programs.