

Complete Complete and Ongoing In Progress 

Updated 9/6/22

## DEI Update: Status of Green Coded Recommendations

Task Force	Recommendation	Update	Status
Climate	Form a University-wide committee to address ongoing intersections of DEI in student enrollment management, curriculum development and delivery, community relations, campus climates, and HR.	A university committee has been formed with a subcommittee established for both the CO & UT Campuses. Dr. Jacqueline Powell is the Chair of the UT Committee and Mx. Jensen Fisher is the Chair of the CO Committee. The Office of DEI serves as a support to these committees.	
Climate	Create an official reporting structure that goes through administration to allow for a 360-degree feedback loop where constituents can report how inclusion concerns or suggestions were handled by leadership for follow-up, coaching, or discipline by supervisors.	Ethics Point was rolled out by the University on October 13, 2021. This is an independent incident management system that allows members of the RVU Community to report concerns or issues via a hotline or website. Reports can be made anonymously or include name and contact information for follow-up. Quarterly meetings are held with Leadership to review complaint status and prepare an update for the Board of Trustees.	
Climate	Produce clear, written policy and procedures regarding bias complaint handing for both students and employees, which are consistent across campuses.	Accomplished with the implementation of the Ethics Point system.	
Climate	Require DEI competencies in recruiting.	Human Resources has incorporated a job description software which provides an un-biasing tool that the University and is working to utilize it in the recruiting process. The HR team is currently working with the vendor to integrate the software into our current applicant tracking system (ICIMS). In conjunction with the Office of DEI, a "One-Minute Read" document was developed that focuses on diversity and unconscious bias in hiring practices. Reviewing this document will be required for hiring managers and search committees.	
Climate	Incorporate DEI competencies in hiring decisions for all employees.	A new "EEO and Interview Bias Training" section is now available on ICIMS for Hiring Managers. All search committee members must read a "One-Minute Read" document, and watch an implicit bias training video. Additionally, a DEI-focused question is included the one-way video interview portion of the hiring process.	
Climate	Incorporate DEI competencies in advancement requests for all employees.	The HR team is working with the Office of DEI on including DEI measures in requests for promotions. As part of this process, DEI Competencies are being developed and will be vetted through the IEAC. A rubric will also be developed to evaluate the competencies. Managers will refer to employee annual evaluations to ensure all DEI required trainings are complete as a part of the advancement process.	

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Climate	Incorporate DEI goals and expectations in employee performance reviews	DEI goal(s)/question(s) are now included in employee performance evaluations. The HR Team is working to provide managers training/expectations in performance management as well as utilizing the DEI Competencies once developed.	
Climate	Include DEI training in all student orientations.	The VP of DEI conducted training for all incoming COM and MSBS during their program orientations. The training focused on self-reflection and being able to see thoughts and feelings from the perspective of another person or patient. DEI training is scheduled for incoming PA Students in early September.	
Climate	Require DEI competency building in training for student leadership.	This training will be implemented during the Student Leadership Training held on April 1, 2022 with new SGA members.	
Climate	Encourage Chairs and Vice Chairs to emphasize the importance of and require faculty to take advantage of learning opportunities presented to them (e.g. Magna and IAMSE workshops), as part of organizational culture.	This has been accomplished through the Dean's Office. Outcome measures on this to track participation of the faculty in Faculty Development DEI activities. The Office of DEI is developing a list of learning opportunities for Chairs and Vice Chais as well as to provide DEI training for academic leadership to further meet this recommendation.	
Climate	Create a networking group for faculty and staff of underrepresented populations and mentorship opportunities.	The Office of DEI has developed an opportunity for the formation of Employee Resource Groups (ERGs). ERGs are voluntary groups of employees who organize and come together for networking, social support and promoting diversity, equity, and inclusion. These groups are designed to support, mentor, and celebrate ERG members including those from culturally-rich, yet underrepresented groups (e.g. race, ethnicity, gender, sexual orientation, religion, disability).	
Climate	Analyze hiring strategy if demographics do not include a diverse base of candidates, extend searches as needed.	Human Resources has enabled DEI reporting in the iCIMS applicant tracking system and shares analytics in recruiting meetings on a monthly basis. This information is shared Quarterly with the Leadership Council and the IEAC.	
Climate	Continue training Admission Committee members on cultural competencies, including how different cultures and backgrounds may respond to interview questions.	In August, the Office of DEI held a training for the RVUCOM Admissions Committee. As an outcome of this training, a DEI focused question was added to the required interview questions list for the 2022-2023 RVUCOM Admissions Cycle. Trainings will be scheduled for the MCOM, MSBS, PA Admissions Committees.	
Climate	Formalize the faculty hiring process to mimic the executive-level hiring process including questions about attitudes or philosophies concerning diversity and inclusion.	Human Resources provides questions to the hiring committee regarding DEI attitudes and philosophies in faculty and leadership interviews. Suggested questions are available in the "EEO and Interview Bias Training" section of ICIMS. The Office of Inclusive Excellence meets with finalists for faculty and leadership positions to inform and educate candidates on RVU's DEI philosophy. DEI knowledge, skills, and abilities are also included in job descriptions.	

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Climate	Target underrepresented medical education groups for advertising new positions.	Human Resources is utilizing providers that are diversity focused and who can help with analytics. These providers include DiverseJobs.net, DiversityJobs.com and Job Target. HR and the Office of DEI will analyze the results of advertising on an on-going basis to determine if changes needed to be made.	
Climate & Curriculum	Improve current climate survey to include a larger range of data and look at the University of Michigan climate survey as an example. Include DEI on the Climate survey.	The DEI Climate survey was administered March 2022. The Executive Summary and Survey Final Report are available on the RVU website ("Diversity at RVU" page).	
Climate	Produce and share a yearly Admissions report for admitted and non-matriculated students including more detailed focus for URM and other diverse students.	This survey has been created and automatically sent to all accepted candidates at the point they withdraw their admission from RVUCOM. The survey has all been sent to PA candidates who withdrew. Development of a survey for MSBS students who withdrew is underway.	
Climate	Collect and publish data through exit interviews and analysis on the retention data and academic performance to identify trends.	The HR team developed an exit survey utilizing the Qualtrics platform. Questions are assembled and the survey is being administered to employees leaving RVU beginning April 1, 2022. Quarterly updates will be provided to the Vice Presidents at the Leadership Council Meetings.	
Climate	Document complaints/issues come to various reporting spaces, including Deans, Program Directors and Committee Chairs.	This recommendation is being accomplished by using the Ethics Point system for complaints.	
Communication	Send a University-wide email call out for information.	A DEI section has been developed for the quarterly Vista View newsletter. "Diversity at RVU" webpage is published on the RVU website and includes information on the Campus Climate Survey, Inclusive Excellence, DEI definitions and Diveristy Events at RVU. Plans for a blog are ongoing.	
Communication	Develop mini-medical schools to introduce underrepresented minority groups to medical professions.	Both campuses have mini-medical school opportunities for primary and/or secondary school students and educational outreach that are focused on the underserved and underrepresented. The Office of DEI is consulting with students who are organizing these opportunities.	
Communication	Publish results and analyses of RVU Climate survey annually.	The DEI Climate Survey was administered March 2022. Results and analyses are completed and published on the Institutional Effectiveness and DEI web pages.	
Community	Establish an Office of DEI include a structure, budget, responsibilities and employee and student partnerships.	Dr. Jesús Treviño joined the RVU Team in May as the inaugural Vice President of Diversity, Equity and Inclusion.	
Curriculum	Curriculum and learning environment - Conduct a review of the existing curriculum and learning environment to promote an inclusive program of study.	The Office of DEI is meeting with faculty regarding climate in the classroom as well as the Chairs of the program and institutional curriculum committees. Brainstorming ways to infuse DEI into the curriculum for each program.	

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Curriculum	Provide funding for university-wide anti-racism and anti-bias training.	DEI Courses through Trailant are underway and required for all employees and students. New trainings will be rolled out in conjunction with the Office of DEI and HR.	
Curriculum	Include a separate question regarding diversity and inclusivity on course feedback/evaluation forms.	Two DEI questions have been added to the course survey that are sent out at the conclusion of each preclinical RVUCOM course. The Office of DEI is working with MCOM, PA and MSBS programs to include similar questions for their program course evaluations.	
Curriculum	Provide university-wide training and annual training for faculty and staff on DEI given by subject matter experts.	Invested in an online training platform through Trailant. Courses are being released to employees and students throughout the second semester. Training is required for all students and employees.	
Curriculum	Create anonymous feedback form that is available on MyVista or iNet and is monitored by Program Heads, Associate Dean of Student Affairs, or other designated personnel.	This recommendation is addressed with the roll-out of the Ethics Point system. This is an anonymous reporting system for students that is web-based and not part of RVU's system.	
Curriculum	Enhance Faculty Development A) Continuation of an ongoing thread of faculty development sessions on social determinants of health, implicit bias, and cross-cultural communication. B) Recognition of faculty who lead, attend, and participate in faculty development sessions.	The Office of DEI is working with the Co-Chairs of Faculty Development to ensure DEI elements are included in faculty development sessions for the current academic year.	

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