

UMMS Council on Equal Opportunity and Diversity

Prepared by:

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In cooperation with:

The Sub-Committees of the Council on
Equal Opportunity and Diversity

I. Introduction

The Council on Equal Opportunity and Diversity (CEOD), formerly the Affirmative Action Committee, is comprised of 33 staff and faculty representing the diversity and geographic distribution of the organization. There are a total of seven standing subcommittees and two ad hoc committees that include an additional xx staff and faculty of UMMS. The Council meets monthly during the academic year.

The Council is co-chaired by Susan West Levine, Chief of Staff to Deputy Chancellor Thomas D. Manning and Lori Pbert, PhD, Associate Professor of Medicine, Division of Preventive and Behavioral Medicine.

An Executive Committee consisting of 10 members of the Council guides the CEOD. The Executive Committee meets monthly to plan for upcoming Council meetings and to support as well as troubleshoot problems or issues arising from subcommittee activities.

The Council is supported by the Diversity and Equal Opportunity Office and is provided with advisory support by Cheryl Scheid, PhD, Interim Provost & Vice Chancellor, Faculty Administration.

The University of Massachusetts Medical School's (UMMS) mission focuses on achieving national distinction in health sciences education, research and public service. The University believes success in this mission is guided by principles that place the highest priority on respect for the dignity and diversity of the members of the Medical School community, faculty, employees, students, and volunteers. In keeping with this commitment, UMMS has established the Council on Equal Opportunity and Diversity, a standing committee that reports to the Chancellor/Dean. It serves in an advisory capacity to the Chancellor/Dean, as well as to the Diversity and Equal Opportunity Office (DEOO).

II. Objectives of Meeting

- a. Provide an update on CEOD initiatives
- b. Review upcoming events and activities
- c. Discuss themes and topics for which institutional support is requested

III. Update on CEOD Initiatives

a. Full Committee Accomplishments

- Revised by-laws clarifying voting procedures, committee composition, Executive Committee terms of office and nomination procedures, and Co-Chair terms of office and nomination procedures.
- Recommended and received approval for committee name change from Affirmative Action Committee to Council on Equal Opportunity and Diversity.

b. Minority Faculty and Resident Recruitment and Retention Subcommittee

The subcommittee is committed to increasing the diversity of faculty and residents at the UMMS. In particular, we seek to recruit and retain faculty and residents from minority groups that are underrepresented in medicine. The Commonwealth's only public medical school has a responsibility to develop a healthcare workforce that matches the diversity of the population in Massachusetts, as this is an important part in reducing health disparities. Recruitment and retention of a diverse group of faculty and resident who achieve excellence in service, teaching, and research is a critical step in this pursuit.

- Developed draft best practice guidelines on proven methods for successfully recruiting faculty from minority groups that are underrepresented in medicine and applying these methods throughout all Departments.
- Recommended additional faculty development programs to Faculty Administration that will support the retention and successful promotion of faculty from underrepresented groups.

c. Gay, Lesbian, Bisexual, Transgender and Allies Subcommittee

The subcommittee supports UMMS in its commitment to an environment that is respectful, fair and affirming to all who work and study here regardless of sexual orientation and gender identity.

- Partnered with the DEO in providing *Safe Space* training.
- Improved subcommittee membership to include a diverse group of staff and faculty, including allies.

d. Civility Subcommittee

The goal of the Civility Committee is to create a sustainable civil culture by raising awareness, education and training.

- Formerly an ad hoc committee, the Civility Committee was voted to become a regular standing subcommittee of the CEOD.
- Drafted and received approval for new UMMS Civility Statement. The new statement has been framed in various UMMS work locations.
- Participated in the International Day by hosting a Civility booth comprised of educational materials promoting civility.
- Created materials to promote civility, including bookmarks, t-shirts and flyers.
- Civility is included as a performance expectation on the UMMS Performance Review form.

e. ADA Subcommittee

The goal of the ADA subcommittee is to assess and monitor UMMS compliance with all federal and state laws and regulations relating to individuals with disabilities.

- ADA committee members collaborated with DEOO to provide trainings for manager awareness and for them to know and understand their responsibilities, learn strategies that support employees with disabilities, and become knowledgeable about the UMMS interactive process for providing accommodations.
- Provided education to the UMMS community through programs and external resources.
- In the process of drafting an ADA brochure designed for managers and employees.

f. International Subcommittee

The goal of the International Subcommittee is to welcome and provide support to UMMS international employees and their families.

- Created Welcome Packets for new, international employees.
- Offered day trips for international employees and families.
- Provided English as a Second Language classes at a reduced cost to the employee.
- Conducted first Annual International Festival of Cultures on May 19, 2006. Thank you Dr. Lazare for your support and opening remarks for the festivities.

g. Mature Workforce Subcommittee

The goal of this subcommittee is to identify issues and concerns of the mature worker at UMMS and to develop resources and programs to address these issues; and, to raise awareness of matters relevant to the mature worker.

- Changed committee name from “Prime Time” to “Mature Workforce” in an effort to shift from focusing on social activities to addressing issues facing the mature worker.
- Established goals and objectives to address the UMMS mature workforce (more than 63% of benefited employees are over the age of 40; 33.6% of benefited employees are over the age of 50).
- Conducted literature search to inform subcommittee of issues facing the mature worker.

h. Support of Students Ad Hoc Committee

The goal of this newly formed ad hoc committee is to foster collaboration, professional development, unity, and outreach in an equitable environment where the School of Medicine, Graduate School of Biomedical Sciences and the Graduate School of Nursing have equitable identities within the UMMS.

- Formed committee and agreed upon committee mission.
- Identified two major areas of concern to address student inequities: professional development and social aspects of student life.

i. CEOD Recruitment and Representation Ad Hoc Committee

The goal of this newly formed ad hoc committee is to review the current membership of the CEOD, determine “gaps” in representation, and develop a recruitment plan that ensures that there is appropriate representation on the council of the entire UMMS community.

- Identified groups of employees not currently represented on the CEOD, including but not limited to some clerical, facilities, skilled craft workers, School of Medicine and Nursing students, and employees at UMMS sites outside of Worcester.
- Identified the barriers precluding non-Worcester staff from attending CEOD meetings, including longer commutes and a general feeling of disengagement from the activities of the main campus.

IV. Upcoming Events and Activities for the 2006-2007 Academic Year

- Informational kiosks will be set-up at appropriate campus events to provide informational materials regarding the GLBTA demonstrating that UMMS is committed to providing an environment that is respectful, fair and affirming to all who work and study at UMMS. The GLBTA will appear at Worcester Pride in September.

- The GLBTA will host two events: Mood Swings, a jazz/swing group will perform at UMMS in October; and, a concert performed by the Boston Gay Men's Chorus in May 2007.
- More information regarding the CEOD will be provided in various formats to educate the UMMS community about the Council's activities and the UMMS commitment to diversity.
- Civility Day, September 28.
- Civility information to become part of new hire orientation beginning summer 2006; and, general Civility training will be provided to UMMS community in fall 2006.
- Continued ADA training and education.
- ADA subcommittee will work with facilities to review ADA compliance at all facilities and prepare a list of areas in non-compliance.
- 2nd Annual International Festival of Cultures, May of 2007.
- A social event for all students to bring the three schools and their students together.
- The Mature Worker subcommittee will continue to collect data regarding national trends affecting the mature worker in order to develop programs and services to meet their needs.

V. Themes and Issues For Which Institutional Support is Requested

We have identified key themes for which we recommend the institution place a high value in supporting and, where applicable, make part of the fabric of our organization:

- Support for the Best Practice Guidelines on proven methods for recruiting diverse faculty.
- Support for the initiatives of the GLBTA subcommittee to demonstrate the UMMS commitment to an environment that is respectful, fair and affirming to all who work and study here regardless of sexual orientation and gender identity.
- Promote awareness of civility as a common expectation within the UMMS community.
- Ensure that corrective action regarding any facility ADA non-compliance continues to be made a funding priority.
- Support the efforts of the Student ad hoc committee by: hosting a social event, invited by Dr. Lazare, for all students of all three schools; and, supporting the creation of an overarching Student Body Committee that contains equitable representation from all three Schools (this will be proposed next year).