



**Charles R. Drew University of Medicine and Science**  
*"A Private University with a Public Mission"*  
**College of Medicine - MD Program**

<b>DIVERSITY, EQUITY &amp; INCLUSION POLICY</b>
<b>CDU Policy 313.3c</b>
<b>Issuing Officer:</b> Dean of College of Medicine
<b>Responsible Office:</b> College of Medicine
<b>Date Approved by the Faculty Executive Board:</b> March 23, 2022
<b>Date of Dean's Final Approval:</b> March 23, 2022
<b>Revised Date/Review Date (at least 3 years from Effective Date):</b> To be reviewed March 23, 2024
<b>Supersedes (if necessary):</b> N/A

### **RATIONALE**

The Charles R. Drew University of Medicine and Science (CDU) College of Medicine (COM) utilizes recruitment and retention activities to achieve outcome driven diversity among its students, faculty, and staff consistent with the CDU mission and vision to serve its surrounding community. This community is largely Latinx, Black/African American, and under-resourced.

### **POLICY STATEMENT**

The COM is committed to creating a nurturing environment that is equitable, respectful and free from prejudice for students, faculty, and staff. The COM advances the University's mission to cultivate diverse health professional leaders, especially Black/African Americans and Latinx, committed and dedicated to social justice and health equity for underserved populations through outstanding education, research, clinical service, and community engagement.

### **BACKGROUND**

CDU believes that diversity requires a commitment to uphold social justice and educational equity, which creates positive respectful communities that maximize the potential of all students, faculty, staff, and the community. Inclusion is the achievement of an environment in which all individuals are treated fairly and respectfully, have equal access to opportunities and resources, and contribute fully to the university's mission, vision, and values. Inclusion involves more than just acknowledging and/or tolerating differences. CDU is committed to being a national leader for justice, diversity, equity, and inclusion.

Charles R. Drew University of Medicine and Science has the distinction of being:

- Recognized by the United States Department of Education under Title III Part B as a Historically Black Graduate Institution.
- The University is a charter member of the Hispanic-Serving Health Professions Schools, a national nonprofit dedicated to improving the health of Hispanic people through research initiatives, training opportunities, and academic development.

As a Historically Black Graduate and Hispanic Serving Institution, the University will continue its commitment to educating health professionals from underrepresented groups with a mission to mitigate health disparities among under resourced and underserved communities.

The COM is aligned with the CDU definitions and upholds the University’s commitment to both diversity and inclusion within COM and the MD Program. In addition, the LCME definitions of senior administrative staff and pipeline programs are used for reporting purposes.

**GUIDELINES**

- A diverse physician workforce is critical to fulfill CDU’s vision: Excellent health and wellness for all in a world without health disparities.
- As a “private university with a public mission,” CDU is helping to fulfill the diversity healthcare workforce goals of Los Angeles County, California and the nation.
- The CDU family seeks diversity with regard to sex, sexual orientation, gender identity, religion, disability, and socioeconomic status within our medical students, faculty and all staff.
- The CDU campus and work environment must be inclusive, comfortable and free from any actual or reasonably perceived discrimination based upon race, sex, sexual orientation, gender identity, religion, disability and socioeconomic status.

**DIVERSITY CATEGORIES**

While our COM supports a diverse and inclusive campus, the diversity categories that guide recruitment and retention activities for medical students, faculty, and senior administrative staff include:

Medical Students	Faculty	Senior Administrative Staff
African American/Black	African American/Black	African American/Black
Latinx	Latinx	Latinx

**Medical Student and Resident Diversity:** Consistent with our mission, we will focus on Black/ African American and Latinx populations. These racial and ethnic groups have been shown to be underrepresented in medicine as defined by the Association of American Medical Colleges.

**Faculty Diversity:** Racial and ethnic groups that have been shown to be underrepresented in the workforce as defined by state and federal law: Blacks/African Americans, Latinx.

**Senior Administrative Staff:** Racial and ethnic groups that have been shown to be underrepresented in the workforce as defined by state and federal law: Blacks/African Americans, Latinx, who are traditionally underrepresented in leadership roles within medicine.

**RECRUITMENT AND RETENTION ACTIVITIES**

At CDU, all administrative and academic units that lead recruitment and retention activities are responsible for incorporating best practices that promote diversity and support a welcoming, supportive environment for all. These activities include:

1. Community Partnership/Integration –sponsoring of and/or collaborating with healthcare entities, local community members/groups, local businesses, and other educational institutions to foster intentional relationships that support CDU programs.
2. Pipeline Programs and Partnerships – expanding opportunities and preparedness for Black/African American and Latinx students to pursue careers in medicine and science. Emphasis is placed on those from under-resourced communities in South Los Angeles.
3. Recruitment and Retention – promoting opportunities for recruitment, retention, and advancement in both employment and education for Black/African American and Latinx

populations in the surrounding community (e.g., recruitment fairs, symposiums, admissions office activities);

4. Vendor Diversity – promoting the use of small, diverse vendors to supply the College’s needs, with emphasis on those from the South Los Angeles area.

## REPORTING

Annually, the Director of Assessment and Evaluation will prepare a report collecting recruitment and retention data from the Offices of Human Resources, Admissions and Student Services, and Academic Affairs. The Dean, the Diversity, Equity and Inclusion Committee, and the CDU leadership will review the annual report in order to evaluate the effectiveness of its admissions, pipeline programs, faculty outreach, and hiring programs. In addition, the COM climate for diverse groups will be assessed whenever a campus climate survey is conducted.

## THE DIVERSITY, EQUITY, & INCLUSION (DEI) COMMITTEE

### Committee Charge

- Review and recommend to COM effective policies and practices to ensure ongoing, systematic, and focused recruitment and retention activities to achieve mission-appropriate diversity outcomes among students, faculty, and senior administrative staff.
- Review strategies, programs, and outcomes related to recruitment and retention of medical students, faculty, and senior administrative staff from COM-defined diversity categories.
- Review outcome data from pipeline programs aimed at developing a diverse pool of medical school applicants locally and nationally.
- Review outcome data of COM programs and other programs to support school-defined diversity among students, residents, fellows, faculty, and senior administrative staff.
- Align the work of the DEI Committee and University efforts in advancing diversity with the University-wide Strategic Plan.

### Composition of DEI Committee

The DEI Committee shall be composed of 16 members:

- 1 DEI Committee chair
- 2 DEI Committee co-chairs
- 5 faculty members (elected by the FEB)
- Chief compliance and diversity officer / Title IX coordinator
- Associate dean of medical education
- Director of faculty affairs
- Director of admissions & student affairs
- Executive director of enrollment management
- Student representatives for the MS2, MS3, and MS4 years
- Director of assessment and evaluation (*ex officio*)

### Procedures

- The COM DEI Committee chair and co-chairs will represent COM on the University DEI Committee.
- Faculty member vacancy positions on the DEI Committee are voted on by the FEB. All COM faculty will be notified of open positions on the DEI Committee by the DEI Chair. Faculty may be nominated or nominate themselves for a position.

- The DEI chair and vice chairs are appointed for four-year terms and can be reappointed for one additional four-year term.
- Faculty member terms last for four years and may be renewed for a total of eight years. Terms will be staggered to provide continuity.
- Student governing bodies will appoint student representatives.

**DEFINITIONS**

- **Latinx:** Defined by the Merriam-Webster dictionary as of, relating to, or marked by Latin American heritage —used as a gender-neutral alternative to *Latino* or *Latina*
- **Full-time faculty:** All faculty members who are considered by the medical school to be full-time, whether funded by the medical school directly or supported by affiliated institutions and organizations. Reporting of full-time faculty members should include those who meet the preceding definition and who are based in affiliated hospitals or in schools of basic health sciences, or who are research faculty. Residents, clinical fellows, or faculty members who do not receive full-time remuneration from institutional sources (e.g., medical school, parent university, affiliated hospital, or healthcare organization) should not be included as full-time faculty. (LCME Element 3.3)
- **Mission-appropriate diversity:** The inclusion of persons from different racial, ethnic, economic, and/or social backgrounds and with differing life experiences to enhance the educational environment for all medical students. The categories of diversity in a medical education program’s student body and among its faculty and staff are based on the program’s mission, goals, and policies, (LCME Element 3.3)
- **Pipeline program:** A pipeline program is directed at students from selected level(s) of the educational continuum (middle school-level through college) and aims to support their becoming qualified applicants to a medical school and/or, depending upon the level of the program, to another health professions program or a STEM/biomedical graduate program. (LCME Element 3.3)
- **Senior administrative staff:** People in academic leadership roles, to include but not limited to, associate/assistant deans, directors, academic department chairs, and people who oversee the operation of affiliated clinical facilities and other educational sites. Many, if not most, of these people also have faculty appointments, and for tracking purposes should only be counted in one category when completing tables such as those listed in the DCI under Element 3.3. (LCME Elements 2.1, 2.4, and 3.3)

**RELATED INFORMATION**

- CDU’s Diversity & Inclusion [Website](#)
- LCME Standards, Publications, & Notification [Forms](#)

Review History:	Change Description:
5/3/2023	Updated with new university policy number and upcoming review date which is two years from approved date