Diversity Consortium

**Purpose/responsibilities:** The mission of the Diversity Consortium (“DC”) is to further diversity and inclusion in the School by recommending efforts aimed at initiating, maintaining, and improving programs, policies, and processes that support a culture of equality, inclusion, fairness, and the value all individuals. These efforts touch upon all stakeholders involved in the activities of the SOM, including students, GME trainees, faculty, staff, patients and community. The specific goals of the DC are informed by the School Diversity Strategic Plan ([http://med.virginia.edu/diversity/wp-content/uploads/sites/109/2015/01/here.pdf](http://med.virginia.edu/diversity/wp-content/uploads/sites/109/2015/01/here.pdf)).

**Authority:** The DC is an advisory body. Its recommendations are conveyed to the Diversity and Inclusion Steering Committee, which is composed of the dean, senior associate dean for education, senior associate dean for faculty affairs and faculty development, associate dean for diversity and inclusion, director of diversity initiatives, director of the Summer Medical and Dental Education Program, and chair of the Committee on Women.

**Membership selection and composition:** The DC consists of leadership, representative members, *ex officio* members, and administrative staff, as follows:

*Leadership*

The chair is the associate dean for diversity and education. A vice chair is elected by a majority vote of the DC.

*Representative members*

The DC consists of individuals who represent students, residents, faculty, and staff throughout the Health System. The associate dean for diversity and inclusion solicits nominations from department chairs and the faculty at large and recommends members to the dean for appointment. A minimum of 20 and a maximum of 30 voting members are appointed by the dean, in consultation with the senior associate dean for education and the senior associate dean for faculty affairs and faculty development, for three-year terms, which may be renewed once. A member who has served two terms may be reappointed after rotating off of the DC for a full year. Student and GME trainees may serve for less than three years.

*Ex officio members*

The senior associate dean for faculty affairs and faculty development, the senior associate dean for education, the associate dean for diversity and inclusion, and the University vice president and chief officer for diversity and equity serve as voting *ex officio* members. In addition, a fourth-year medical student serves as an *ex officio* member of the DC; this student is a representative from the University chapter of either the Student National Medical Association or the Latino Medical Student Association.
**Administrative members**
The School Office of Diversity and Inclusion (“ODI”) program manager and community outreach and communication coordinator staff the committee and keep minutes as described below. They are non-voting members.

**Meetings:** DC meetings are held monthly and as often as necessary to carry out its missions assuming an agenda to be discussed. The ODI program manager works with the DC chair to set and distribute the meeting agenda, and to inform members of meeting dates, times and locations.

Members who fail to attend the majority of meetings during a given calendar year without cause are excused from the DC. Members who cannot attend the majority of the meetings for cause (e.g., due to illness or sabbatical) may request that the DC chair, subject to the approval of the Dean, appoint a substitute for them for the duration of their absence.

**Quorum:** A quorum is not necessary for a meeting to be convened. Voting will occur only if at least 50% of the voting members of the DC are present.

**Minutes:** The ODI Program Manager takes and maintains the minutes, and disseminates the minutes to DC members in advance of the next meeting for review. Once approved, minutes are made available on the ODI website.