



Elson S. Floyd College of Medicine

WASHINGTON STATE UNIVERSITY

Policy Title: Diversity, Equity, Inclusion, Justice, and Access Policy

Policy Number: EQ.03.02.170530

Applies to: Students, faculty, staff, and administration

Date: 03/29/2022

1.0 Policy Statement: It is the policy of the WSU Elson S. Floyd College of Medicine to implement a variety of strategies to demonstrate commitment to diversity, equity, inclusion, justice, and access and to achieve outcomes consistent with these values among its students, faculty, staff, and administration.

2.0 Definitions

Access: The commitment for everyone to have equal opportunity to be included in all programs and activities by considering what works for individual needs and veering away from a ‘one size fits all’ approach.

Diversity: Refers to the identities we carry. There are many kinds of diversity, based on race, sex, gender, gender identity, sexual orientation, class, age, country of origin, education, religion, geography, physical or cognitive abilities, or other characteristics. Valuing diversity means recognizing differences between people, acknowledging that these differences are a valued asset, and striving for diverse representation as a critical step towards equity (adapted from *Race Reporting Guide*. New York: Race Forward; 2015).

Equity: Refers to fairness and justice and is distinguished from equality. While equality means providing the same to all, equity requires recognizing that we do not all start from the same place because power is unevenly distributed. The process is ongoing, requiring us to identify and overcome uneven distribution of power as well as intentional and unintentional barriers arising from bias or structural root causes (*Advancing Health Equity: A Guide to Language, Narrative and Concepts*.)

Inclusion: Refers to how our defining identities are accepted in the circles that we navigate. Belonging evolves from inclusion; it refers to the extent to which individuals feel they can be authentic selves and can fully participate in all aspects of their lives. Inclusion is a state of being valued, respected, and supported. At the same time, inclusion is the process of creating a working culture and environment that recognizes, appreciates, and effectively utilizes the talents, skills, and perspectives of every employee; uses employee skills to achieve the agency’s objectives and mission; connects each employee to the organization; and encourages collaboration, flexibility, and fairness. In total, inclusion is a set of behaviors (culture) that encourages members of the organization to feel valued for their unique qualities and experience a sense of belonging.

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Justice: Justice is the assertion of deliberate proactive and preventative systems and supports to achieve and sustain equity and the absence of discrimination, bias, and inequities. Justice proactively establishes and reinforces systemic and systematic policies, practices, attitudes, and actions that produce equitable power, access, opportunities, treatment, impacts, and outcomes.

Members of the Organization: Members include paid and non-paid faculty, administration, staff, and students.

3.0 **Responsibility:** College Dean

4.0 **Procedures**

Implementation of this policy enables the College of Medicine to achieve its mission by promoting diversity, equity, access, and inclusion among students, faculty, staff, and administration. In so doing, the college enriches education and clinical training, research and scholarship, clinical care, and service and outreach activities, and ultimately improves access to quality health care for all communities in Washington State and beyond. The College's [Strategic Diversity Action Plan](#) describes in detail the activities; prioritized? diversity categories for students, faculty, staff, and administration; and metrics important for implementing and evaluating this policy. The College of Medicine aligns with and draws upon campus and university policies and resources that promote diversity, equity, access, and inclusion.

1. **Infrastructure:** The College of Medicine demonstrates its commitment to diversity, equity, inclusion, justice, and access through investments in the following administrative positions and infrastructure:
 - a. Office of Diversity, Health Justice and Belonging
 - i. Assistant Dean for Health Equity and Inclusion
 - ii. Diversity, Health Justice and Belonging, Program Coordinator
 - iii. Director of Health Equity Thread
 - b. Equity Committee - standing committee codified in the College of Medicine Bylaws with elected student, staff and faculty members representing key college constituents. The committee is charged with advising leadership on diversity, equity, inclusion, justice, and access.
 - c. Departments and Department Chairs – All College of Medicine departments and department chairs are responsible for compliance with applicable university and college policies. In addition, each department has its own infrastructure for supporting diversity, equity, inclusion, justice, and access specific to its needs and available resources.
2. **Students:** Each degree-granting unit uses appropriate strategies for recruitment, admissions, retention, and curriculum that promote diversity, equity, inclusion, justice, and access among the study body and foster the ability to effectively serve a diverse community.
 - a. **Recruitment** - The College of Medicine develops a variety of recruitment strategies to ensure a diverse applicant pool for its degree-granting programs.

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- b. *Admissions* - The College of Medicine degree programs use an admissions process that considers experiences and attributes in addition to traditional metrics to ensure diverse students have an equal opportunity for admission.
 - c. *Retention* - The College of Medicine is committed to supporting and retaining all students by offering a wide array of student support services.
 - d. *Curriculum* - Degree programs provide students with academic curricula that include a focus on health equity, diversity, inclusion, justice, and access to ensure graduates are prepared to serve a diverse community.
3. ***Faculty, Staff, and Administration:*** The College of Medicine tracks the diversity of the faculty, staff, and administration, with a focus on recruitment and retention of those from college-identified diversity categories (outlined in the Strategic Diversity Action Plan). These data are used to demonstrate progress and identify opportunities to address inequities. Best practices for recruiting, hiring, and retaining diverse faculty, staff, and administrators are followed in accordance with university, State and Federal laws and guidelines. Moreover, the College of Medicine is committed to diversity, equity, inclusion, justice, and access through every aspect of its statewide system, including promotion and tenure guidelines, processes, practices, and institutional culture.
- a. Recruitment/Hiring
 - i. The search committee chair and membership include individuals from diverse backgrounds and roles within the college
 - ii. The search committee chair ensures that the recruitment and hiring process adheres to best practices and policies identified by the college and the University.
 - iii. A search committee member is appointed to serve as a Diversity Advocate to ensure best practices are followed
 - iv. Search committee chairs and members complete training in best practices (e.g., Inclusive Excellence Bias Training) for reducing bias in the hiring process and follow the best practices detailed in the College's Search Toolkit.
 - v. Position descriptions are reviewed by Human Resources and search committee members for potential bias
 - vi. Open positions are disseminated to the public using strategies that are known to increase the diversity of the applicant pool (e.g., strategic advertising in diversity serving outlets, direct outreach to qualified candidates)
 - vii. Assistant Dean for Health Equity and Inclusion, Human Resources, or other designee educates, guides, and monitors the search committee in the review of applications, selection of candidates for interview, interview process, and the final hiring recommendation to the hiring authority to ensure compliance with applicable university and college policies, state laws, and best practices.
 - b. Retention
 - i. Training and professional development opportunities for faculty, staff,

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- and administration are available and participation is monitored
 - ii. Faculty and staff support services are available via the college, campus, university, and community
 - iii. College and department tenure and promotion guidelines and implementation are reviewed annually (at a minimum) to comply with university guidelines and college expectations
 - iv. Faculty and staff salaries are reviewed systematically, by the college or university, and equity adjustments are recommended, as needed
 - v. Preparation and mentoring of qualified internal candidates for leadership positions is a priority
 - vi. Internal candidates are solicited and considered for administrative roles
4. ***Dissemination/Awareness*** –The College of Medicine helps students, faculty, staff, administration, and the broader community learn about its commitment to diversity, equity, inclusion, justice, and access through:
- a. College of Medicine website, including college policies, Bylaws, memoranda, and communications
 - b. Social media accounts
 - c. Medical student handbook
 - d. WSU Faculty Manual, memoranda, and communications
 - e. Recruitment materials
 - f. Student orientation and faculty onboarding
 - g. Dean’s All College Quarterly Meetings
 - h. Research presentations/output by faculty from diverse backgrounds
 - i. Research results related to diversity, equity, inclusion, justice, and access
 - j. Faculty and staff meetings
 - k. Ongoing diversity, equity, inclusion, justice, and access training for students, faculty, staff, and administration as required by SB 5227
 - l. Periodic climate surveys to understand the state of diversity, equity, justice, inclusion, and access on campus for students, faculty, and staff as required by SB 5227.
5. ***Evaluation*** –The College of Medicine evaluates the impact of diversity, equity, inclusion, justice, and access activities using a continuous quality improvement process. The Office of Diversity, Health Justice and Belonging, in collaboration with the Equity Committee, department chairs, and administrative unit leads, provides an annual report on diversity, equity, inclusion, justice, and access that is distributed to students, faculty, staff and administration.
- a. The impact of diversity, equity, inclusion, justice, and access activities listed in this policy are monitored via the aligned metrics located in the College’s Strategic Diversity Action Plan.

5.0 Related Policies

[WSU EP #12 - Equal Employment Opportunity and Affirmative Action Policy](#)
[WSU EP #15 - Policy Prohibiting Discrimination and Harassment](#)
[Accreditation Standards of the Council on Academic Accreditation in Audiology and](#)

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[Speech-Language Pathology](#)

[Committee on Accreditation for the Exercise Sciences \(CoAES\)](#)

[Liaison Committee on Medical Education \(LCME\)](#)

6.0 Key Search Words

Diversity, equity, inclusion, justice, access

7.0 Revision History

Original Approval	Policy number	Revision Approval
4/12/2016	EQ.03.02.170530	2/28/2017
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Responsible Office: Office of Diversity, Health Justice and Belonging

Policy Contact: Assistant Dean for Health Equity and Inclusion

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