

DIVISION OF EPIDEMIOLOGY AND COMMUNITY HEALTH

PURPOSE, STRUCTURE, AND FUNCTION OF THE DIVERSITY, EQUITY, AND INCLUSION COMMITTEE

SPRING 2024

PURPOSE

The Division of Epidemiology and Community Health (EpiCH) Diversity, Equity, and Inclusion (DEI) Committee supports the development and implementation of initiatives that address goals in the School's [Strategic Plan for Antiracism \(SPAR\)](#). The committee's work will be carried out in partnership with the Division leadership and the SPH DEI Action Alignment team to harmonize efforts.

STRUCTURE

The committee comprises faculty, staff, and students in the Division. A minimum of two faculty members are included on the committee, with one designated to serve as the committee chair, who will receive compensation for their role. Staff will include a representative from student services, the Director of Programming and Strategic Initiatives, and any other staff members who are interested in serving on this committee. At least one student will be included in the committee, which will include a student paid as a GA to carry out committee work at the direction of the committee chair. The term of service on the committee is two years.

Committee meetings are held approximately monthly.

The committee chair leads the meetings, represents the Division on the SPH DEI Action Alignment Committee, meets regularly with the division head to discuss committee work, and directs the work of the student GA.

FUNCTIONS

The committee is responsible for the following:

- 1) Provide input to SPH DEI teams on initiatives for which EpiCH DEI committee review is requested.
- 2) Support Division-level implementation of policies, procedures, training, and other DEI initiatives launched by SPH. This support may be provided in various ways, such as by providing recommendations to division leadership on strategies for successful implementation, carrying out activities to promote implementation, and leading by example.
- 3) Communicate with Division faculty, staff, and students to gather feedback on initiatives and unmet DEI-related needs. As appropriate, share what is learned with the division and SPAR leadership.
- 4) Develop and deploy division-specific initiatives, such as training and workshops, if a need is identified that cannot be satisfactorily met by existing School or University resources. Plans to develop and implement division-specific initiatives should be shared with SPAR and Division leadership in advance of development.