

## Diversity, Equity and Inclusion Action Plan for the Health Center

We as a Health Center pledge to continually expand upon knowledge and awareness in the areas surrounding social justice, inequality, inequity, racial injustices and diversity. We will commit to frequently examining our role as health center staff to foster a more inclusive and diverse community/culture here at Williams for our students, staff and faculty alike; where people of all backgrounds feel included. To accomplish this we acknowledge this will be a continual process where we will accept constructive feedback, welcome multiple revisions and lean on our larger Williams community to help educate and support us where the need arises.

To assist in our growth process we will utilize (I.) Our personal education and self exploration, and (II.) Strengthen our community as staff members in the Health Center to more broadly create an inclusive and diverse environment.

**Diversity:** “the practice or quality of including or involving people from a range of different social and ethnic backgrounds and of different genders, sexual orientations, etc”

**Equity:** “ the quality of being fair and impartial”

**Inclusion:** “ the practice or policy of providing equal access to opportunities and resources for people who might otherwise be excluded or marginalized, such as those who have physical or mental disabilities and members of other minority groups.”

### **I. Personal Education and Self Exploration**

- a. Form a Diversity Equity and Inclusion Committee made up of Health Center Staff.
  1. Rotate members of the DEI committee every three years
- b. Schedule regular meetings that address concerns and issues surrounding DEI.

1. Address DEI concerns in both all staff member meetings and smaller sub committee meetings.
- c. Invite students and staff to participate in meetings and welcome feedback and suggestions for improvement.
1. Formulate questionnaire for current students to provide feedback on how the health center can expand their care of underserved populations.
  2. Implement findings from questionnaires.
- d. Schedule meetings and presentations for staff on or off campus to facilitate discussions and experiences that promote staff awareness surrounding issues of social injustice, inequity, racial bias, etc.
1. Work directly with the Davis Center to set up training, lectures or workshops for our staff.
  2. Assign readings, podcasts, Ted Talks etc. to staff that address a variety of cultural competency issues/trainings.
- e. Medical staff to attend CME's that address underserved populations to learn how to better care for and connect with vulnerable populations.
1. As part of our CME requirements for licensure, find annual CME opportunities that have sessions that address the needs and care of LGBTQIA populations.
- f. Be open to the fact that this is a work in progress, that we can all learn and grow. We need to hold each other accountable to inequitable actions, statements, and strive to acknowledge ways to be anti racist. Biannually we will meet to measure our progress and track our goals.
- g.

## **II. Create a more inclusive and diverse Health Center Community**

- a. With all upcoming staffing vacancies work with HR to recruit and hire more diverse health center staff.
  1. Health Center staff assigned to search committees for the hiring of new Williams College employees to attend non-bias hiring training.
  
- b. Provide allotted time for seminars addressing issues of DEI.
  1. Block out schedules specifically to accommodate DEI trainings.
  
- c. Provide anti-racist training for all staff bi-annually.
  1. Invite staff from on Williams Campus and off to provide training and workshops for health center staff.
  
- d. Encourage feedback from staff and students regarding how to better (more inclusive, equal, and diverse) our environment.
  1. Place comment boxes in exam rooms for feedback from students.
  
- e. Add our (Create and continually update) statement and commitment to DEI issues on our website as well in our physical space at the health center.
  1. Annually review our Health Center website to ensure it is reflective of our DEI commitments.
  2. The physical environment of the health center is respectful of the populations we serve.
    - a. Our wall art and signage is inclusive of all populations we serve.
  
- f. Discuss feedback we receive regularly and adjust changes where necessary.

- g. Be transparent in our growth and development.
- h. Practice basic courtesy.
- i. Staff to identify their preferred pronouns in email and wear our pronoun preference pins.
- j. Solidify a central area of communication.
  - i. Place our DEI documents in shared google documents available to all staff for viewing and referencing.
- k. Employees should feel safe and comfortable to voice their concerns and opinions without fear of victimization.
- l. Foster diverse thinking.
- m. Personalize more one on one meetings between colleagues.
- n. Health Center Staff to attend claiming Williams events annually.

### **First Year of actionable Implementation 2021**

- a. DEI document formalized
- b. Health Center staff attended OIDE training
- c. Health Center staff attended Title 9 training provided by Williams College

Academic Year 2021-22

Stakeholders:

Actions for Health Center Staff

- 1.) Track the number of staff who have attended trainings/workshops that enrich knowledge of diversity, equity, and inclusion.
- 2.) Staff provide feedback on areas they would like to receive more training.

- 3.) Increase our social media presence on our commitment to DEI issues
- 4.) Review and update DEI document

#### Actions for Students

- 1.) Provide opportunities for students to provide feedback on areas the health center staff can improve services to vulnerable populations.
- 2.) Invite students to be a part of the hiring process for new staff.