



**DIVERSITY
ADVISORY
COUNCIL**

DIVERSITY ADVISORY COUNCIL FY20 ANNUAL REPORT

MISSION AND PURPOSE

Mission: The University of Maryland, Baltimore (UMB) Diversity Advisory Council (DAC) will provide recommendations to the president that promote the University's commitment to diversity, equity, and inclusion. The DAC will seek to fulfill its mission through the following goals:

- Identify opportunities within and outside the University that enhance training and professional development in valuing diversity and cultural competency;
- Identify and recommend opportunities to improve standards, practices, and procedures to create a campus culture of inclusion and equity;
- Recognize exemplary practices, programs, and individuals that embody a commitment to diversity, equity, and inclusion;
- Support that the achievement of diversity, equity, and inclusion are guiding principles in every aspect of the University's initiatives.

Purpose: The DAC shall take a leadership role, participate, and have a voice in the development of institutional policies and procedures. The DAC will assist in supporting the implementation of the goals identified in the University's strategic plan to achieve diversity, equity, and inclusion.

MEMBERSHIP

School Designees:

Members represent the seven schools, central administration units, and shared governance organizations of UMB. Each of the seven schools may appoint one faculty member and one staff member to serve as members of the DAC. Faculty and staff are appointed by their dean and are seated with approval of the president.

(Appendix A)

MEMBERSHIP

Membership-at-Large:

Members-at-large of the DAC shall be chosen from the pool of persons expressing interest. At-large membership may include: seven staff members, one member from each shared governance body (Faculty Senate and Staff Senate); and two students, one from each governing body: University Student Government Association (USGA) and Graduate Student Association (GSA). Student members may self-nominate and/or be nominated by faculty, staff, and/or student organizations. Regardless of the origin of the nomination, the USGA or GSA (depending on the enrollment of the student nominee) shall review the qualifications of the nominee(s) and make the ultimate decision regarding appointment. The president must approve all appointments.

(Appendix A)

DIVERSITY ADVISORY COUNCIL

2017-2021 STRATEGIC PLAN

FY20 UPDATES

2017-2021 STRATEGIC PLAN

FY20 UPDATES

The DAC's work is grounded in the objectives and outcomes of the 2017-2021 strategic plan. UMB has made considerable progress in meeting the strategic outcomes under the following themes:

Theme 4: Inclusive Excellence

Strategic Objective

Foster an environment that recognizes and values each member of the UMB community, enabling members to function at their highest potential to achieve their personal and professional goals.

Strategic Outcome

An inclusive environment that embraces, celebrates, and promotes UMB's diversity.

2017-2021 STRATEGIC PLAN

FY20 UPDATES

Theme 5: Partnership and Collaboration

Strategic Objective

Collaborate internally and externally to provide impactful education, services, and expertise to benefit Maryland and society at large.

Strategic Outcome

An effective partnership, as a Baltimore City anchor institution, with surrounding communities resulting in meaningful and sustainable educational, employment, and economic opportunities that serve as a catalyst for community empowerment.

2017-2021 STRATEGIC PLAN

FY20 UPDATES

Theme 6: Efficiency, Effectiveness, and Assessment

Strategic Objective

Incentivize efficiency, effectiveness, and evaluation to make more responsible and impactful use of UMB's resources.

Strategic Outcome

Schools and administrative units with enhanced measures to evaluate the effectiveness of their programs and that use data to inform improvements.

DIVERSITY ADVISORY COUNCIL

STANDING COMMITTEES

DIVERSITY ADVISORY COUNCIL

Communications and Marketing Committee

Communications and Marketing Committee

Co-Chairs:

Courtney J. Jones Carney, *Intercultural Leadership & Engagement*

Laura Kozak, *Office of Communications and Public Affairs*

Elsie Stines, *Office of the President*

Members:

Jeff Ash, *School of Nursing*

TaShara Bailey, *UMB CURE Scholars Program*

Paulette Harris-Gross, *Office of the President*

Alicia Howard, *Postdoc Fellow*

Kristi McGuire, *Office of Communications and Public Affairs*

Jill Morgan, *School of Pharmacy*

COMMITTEE STRUCTURES AND WORK

Communications and Marketing Committee

The Communications and Marketing Committee is responsible for the dissemination and publication of DAC services, initiatives, and innovations to membership and the UMB community. The committee's focus is on all forms of messaging to provide a comprehensive diversity marketing plan detailing strategic themes and major accomplishments. The committee will work with the Office of Communications and Public Affairs to disseminate the DAC's messages. Specifically, the responsibilities include the following:

- Share evidence-based best practices that support diversity and inclusion initiatives
- Increase recognition and appreciation of the value that diversity and inclusion bring to the UMB community
- Share learning opportunities and resources that increase knowledge of diversity and inclusion

DIVERSITY ADVISORY COUNCIL

Communications and Marketing Committee

FY20 ACCOMPLISHMENTS

Communications and Marketing Committee

Directed all marketing and communications activities for the following initiatives:

- **Affinity Groups**
- **All Gender Restroom Signage**
- **Cultural Competency Statement**
- **Diversity Abroad Network**
- **Diversity Spring 2020 Speaker (canceled as a result of COVID-19)**
- **Factuality - Structural Oppression Training (canceled as a result of COVID-19)**
- **Fall Speaker Series**
- **DAC Mission Flyer**
- **MLK Award Call for Applicants**
- **MLK Award Winners Photos and Posters**
- **MLK Oratorical Contest**
- **MLK/Black History Month Event**
- **Podium Signage**
- **MLK/Black History Month Program with Oratorical Contest Inserts**
- **Monthly DAC Spotlight**
- **Soros Fellowship**
- **UMB Diversity Buttons**

Communications and Marketing Committee

Website

- The committee has continued to enhance the DAC website through routine edits and the addition of pages that provide information on the DAC Affinity Groups and Spotlight.
- The website continues to feature events and initiatives planned and facilitated by Interprofessional Student Learning & Services (ISLSI).
- The website features a UMB Solidarity page that highlights the University's focus on supporting Black Lives Matter through a social media call-to-action campaign aimed at donating to Black-led organizations doing anti-racism work.

Communications and Marketing Committee

DAC Spotlight

- Launched the DAC Spotlight initiative
- Established and instituted a nomination schedule and process
- 10 Spotlights in the inaugural year
 - Da’Kuawn Johnson, School of Medicine student, Summer 2019
 - Hannah Murphy, School of Nursing faculty, September 2019
 - Alishia Parkhill, Graduate School student, October 2019
 - Cherokee Layson-Wolf & JuliAna Brammer, School of Pharmacy staff, November 2019
 - Victoria Stubbs, School of Social Work faculty, December 2019
 - Valli Meeks, School of Dentistry faculty, February 2020
 - Maya Foster, School of Law student, March 2020
 - Nicole Palmore, Central Administration staff, April 2020
 - Kristen Reavis, School of Medicine faculty, May 2020
 - Yeabsera Tadesse, School of Pharmacy student, CURE Scholars Mentor, June 2020

COMMITTEE STRUCTURES AND WORK

Communications and Marketing Committee

Event Attendance Tracking

- **350 Years of Race, Class, and Social Systems: The Baltimore, Md. Story (Stephen Ragsdale, 11/01/2019)**
 - **74 participants**
- **Dr. Martin Luther King Jr. and Black History Month Celebration (Roni Ellington, PhD, 02/06/2020)**
 - **261 participants**

Other Initiatives

- **Interacted with students, faculty, and staff during Fall Fest 2019**
- **Provided ongoing review of Diversity quotes on DAC website**
- **Identified events and initiatives to feature in the Elm Weekly**

DIVERSITY ADVISORY COUNCIL

Education and Awareness Committee

Education and Awareness Committee

COMMITTEE STRUCTURES AND WORK

Co-Chairs:

Vanessa Fahie, *School of Nursing*

Andrea Morgan, *School of Dentistry*

Members:

TaShara C. Bailey, *STEM Curriculum Coordinator, UMB CURE Scholars Program*

Aaron Betsinger, *The Institute of Innovation and Implementation, School of Social Work*

Sheila K. Blackshear, *Human Resource Services*

Anita Bryant, *The Institute of Innovation and Implementation*

Bill Crockett, *Campus Life Services, SMC Campus Center*

Courtney Jones Carney, *Office of Interprofessional Student Learning and Services Initiatives*

Graziela Kalil, *School of Medicine*

Kay Lewis, *Event Services, Campus Life Services*

Russell McClain, *Francis King Carey School of Law*

Cyndi Rice, *Student Services*

Magaly Rodriguez de Bittner, *School of Pharmacy*

Rachel Shelton, *School of Pharmacy*

Brian Sturdivant, *Office of Community Engagement*

Doris Titus-Glover, *School of Nursing*

Education and Awareness Committee

The Education and Awareness Committee is responsible for providing leadership in advancing learning and scholarship to build and sustain a community and culture of inclusion. Specifically, the responsibilities include:

- Facilitate cross-communication of diversity and inclusion related activities, programs, and initiatives occurring within UMB schools and departments
- Recommend initiatives that promote diversity, inclusion, equity, and cultural competency throughout UMB
- Recommend programs that prepare faculty and staff to incorporate cultural competency into the professional and learning environments
- Promote interdisciplinary programs to help build cultural competence among students in the health, legal, and human services professions

Education and Awareness Committee

- Provide resources and strategies to actively recruit excellent, qualified, diverse staff, faculty, and students
- Create and compile city information about resources for diverse campus populations, particularly for new hires. *(This item is now addressed by the Resources and Professional Development Committee.)*
- Provide quarterly reports on DAC activities

DIVERSITY ADVISORY COUNCIL

Education and Awareness

FY20 ACCOMPLISHMENTS

Education and Awareness Committee

Diversity Speaker Series

Features an expert (internal and external) in diversity, inclusion, equity, and cultural competence to enhance awareness and address issues relevant to the UMB community.

Steven Ragsdale, a health care reformer and Francis King Carey School of Law alumnus '17, was the guest speaker at the Diversity Speaker Series event Nov. 6, 2019, at the School of Dentistry Auditorium. He discussed *350 Years of Race, Class, and Social Systems: The Baltimore, Md. Story*. The audience was guided on an informative tour of Baltimore highlighting systemic discrimination in the areas of banking, education, and housing including the history of segregation, unequal opportunities, and achievement gaps along racial and socioeconomic lines.

References:

Coates, Ta-Nehisi. *The Beautiful Struggle: A Father, Two Sons, and an Unlikely Road to Manhood*.

Random House Digital, Inc., 2009.

Shivers, Frank. *The Architecture of Baltimore: An Illustrated History*, Baltimore, Maryland 21218:

Johns Hopkins University Press.

Kelley, Louise Parker. *LGBT Baltimore*. Charleston, S.C.: Arcadia, 2015.

Fernández-Kelly, Patricia. *The Hero's Fight: African Americans in West Baltimore and the Shadow of the State*. Princeton UP, 2015.

Education and Awareness Committee

Diversity Speaker Series

References (continued):

- Jones, Ida E., *Baltimore Civil Rights Leader Victorine Q. Adams: The Power of the Ballot*. Baltimore, Maryland: Arcadia Press, 2019.
- Grove, Morgan, et al. *The Legacy Effect: Understanding How Segregation and Environmental Injustice Unfold over Time in Baltimore*. Annals of the American Association of Geographers (2017): 1-14.
- Crenson, Matthew A. *Baltimore: A Political History*. JHU Press, 2017.
- Alexander, Gregory J., and Paul K. Williams. *Lost Baltimore*. London, Pavilion, 2013.

Education and Awareness Committee

MLK Diversity Recognition Awards

On Feb. 1, 2020, the DAC was honored to welcome keynote speaker, Dr. Roni Ellington, Associate Professor, Morgan State University, Department of Advanced Studies, Leadership and Policy, to the Dr. Martin Luther King Jr./Black History Month celebration. Her topic was "Transforming STEM Education."

The award recipients for 2020 included:

Outstanding UMB Faculty Award
The Positive Schools Center
School of Social Work

Outstanding UMB Staff Award
Bill Joyner
Office of Community Engagement

Outstanding UMB Student Award
Elodie N. Tendoh
Fourth-year student, School of Pharmacy

Education and Awareness Committee

MLK Diversity Recognition Awards

The 2020 Dr. Martin Luther King Jr./Black History Month celebration program was expanded to include representation of UMB and the talents and skills of community partner schools' students. Musical selections were performed by the Hippocratic Notes, a cappella group from the School of Medicine. The CURE Scholars presented research posters on a variety of research topics that included:

- *The Effects Social Media Has on Mental Health*
- *New Discoveries in Lung Cancer*
- *The Impact of Technology on Mental Illness and Society*

Education and Awareness Committee

MLK Diversity Recognition Awards

Nineteen students submitted entries for the inaugural oratorical contest. Six Baltimore City students received certificates and monetary prizes for their winning essays. Oratorical contest winners were:

Middle School Submissions

- 1st – Brooklyn Butler, Harlem Park Elementary/Middle School
- 2nd – Stephen McCray Jr., James McHenry Elementary/Middle School
- 3rd – Ja'Shawna Taylor, James McHenry Elementary/Middle School

High School Submissions

- 1st – Morgan Hood, Edmondson-Westside High School
- 2nd – Dara Butler, Edmondson-Westside High School
- 3rd – Shamar Burrell, Frederick Douglass High School

Education and Awareness Committee

Diversity Speaker Series

Features an expert (internal and external) in diversity, inclusion, equity, and cultural competence to enhance awareness and address issues relevant to the UMB community:

On April 3, 2020, Dr. Leah Hollis, Associate Professor, Morgan State University Department of Advanced Studies, Policy and Leadership, was scheduled to address the UMB community related to workplace bullying. A signing of her book, *Bully in the Ivory Tower: How Aggression and Incivility Erode American Higher Education*, based on independent research on 175 colleges and universities, was to be available for purchase. *This event was canceled during the pandemic.*

Education and Awareness Committee

Diversity Speaker Series Suggestions

Suggested presenters, experts from diverse racial and ethnic backgrounds, including women and LGBTQIA individuals, include:

Angela Glover Blackwell, founder and CEO of PolicyLink. She speaks extensively about advancing economic and social equity. She's probably most well known for her diversity, equity, and inclusion strategy "curb cut effect," which suggests that addressing the needs of the most marginalized (e.g., people with disabilities) has broader benefits for the rest of society (e.g., people who push strollers, kids who ride bikes on sidewalks, etc.).

Angela Glover Blackwell | The 2020 MAKERS CONFERENCE Feb. 15, 2020
<https://www.youtube.com/watch?v=fHi2SB-zWP4>

Education and Awareness Committee

Diversity Speaker Series Suggestions

Wade Davis is a former NFL football player (2000-2003) who came out as gay in 2012. He is an activist and educator who talks about the dangers of homophobia and the “mask of masculinity.” Here’s his [TEDx talk](#) from 2016.

Collaborative offering during Women’s History or Native American Heritage Month: Jessica A. Rickert, DDS, the first female American Indian dentist. She is a member of the Prairie Band Potawatomi Nation in Kansas and a 1975 alumnus of the University of Michigan School of Dentistry.

Education and Awareness Committee

Diversity Speaker Series Suggestions

Dr. Clint Smith is a writer, teacher, and the author of *Counting Descent*, which won the 2017 Literary Award for Best Poetry Book from the Black Caucus of the American Library Association and was a finalist for an NAACP Image Award.

Previously, Smith taught high school English in Prince George's County, where in 2013, he was named the Christine D. Sarbanes Teacher of the Year by the Maryland Humanities Council. He currently teaches writing and literature in the D.C. Central Detention Facility.

Smith is a 2014 National Poetry Slam champion and a 2017 recipient of the Jerome J. Shestack Prize from the American Poetry Review. He was named to the 2018 *Forbes* 30 Under 30 list as well as *Ebony Magazine's* 2017 Power 100 list. His two TED Talks, "The Danger of Silence" and "How to Raise a Black Son in America," collectively have been viewed more than 7 million times.

Smith's debut nonfiction book, *How the Word Is Passed*, explores how different sites across the country reckon with, or fail to reckon with, their relationship to the history of slavery. It will be published by Little, Brown in 2021.

Smith received his BA from Davidson College and his PhD from Harvard University. Born and raised in New Orleans, he currently lives in Maryland with his wife and their two children.

Education and Awareness Committee

2017-2021 Strategic Plan

Work Plan Development

The committee's work plan for the upcoming academic year includes the following objectives, all of which relate to the 2017-2021 Strategic Plan Theme 4, Outcomes 2 and 4:

- Factuality workshop with Academic Affairs and Student Government Association
- Promote training and conduct the workshops in campus buildings
- Virtual contingency plans; ISLSI sponsored workshops — “Don’t Cancel Class” campaign; ISLSI course curriculum; pronouns
- Safe Space training with UMB and pre-college students
- Share themes of the ISLSI program ... integrate in curriculum for next year
- Definitions/Glossary (large undertaking) – Wikipedia format; work with the new Intercultural Leadership and Engagement (executive director) regarding the DEI glossary
- Outcome of Dr. Leah Hollis’ presentation (spring speaker)
- Oratorical contest planning – if the winners could recite selections during the MLK program ... start early (writing prompts); ongoing reminders to the schools — championed by a community officer in the schools

DIVERSITY ADVISORY COUNCIL

Resources and Professional Committee

Resources and Professional Development Committee

Chair: *currently inactive*

Members: *currently inactive*

Resources and Professional Development Committee

The Resources and Professional Development Committee is responsible for routinely evaluating and assessing the effectiveness and impact of diversity-, equity-, and inclusion-related activities, programs, and initiatives at UMB. Specifically, the responsibilities include the following:

- **Create and compile city information about resources for diverse campus populations, particularly for new hires and the community at large.**
- **Provide quarterly reports on DAC activities.**

DIVERSITY ADVISORY COUNCIL

Resources and Professional Development Committee

FY20 Accomplishments

Resources and Professional Development Committee

Work Plan FY20

- 1. Return to a subcommittee of the Education and Awareness Committee**
- 2. Establish subcommittee membership and goals**
- 3. Review and revise the resources on the DAC website**
 - a. Determine the most feasible strategy to update the glossary**
 - b. Identify a mechanism for updating print and visual media resources (including references recommended by DAC speakers)**

DIVERSITY ADVISORY COUNCIL

Evaluation and Assessment Committee

Evaluation and Assessment Committee

Chair:

Flavius R. W. Lilly, *Graduate School and Academic Affairs*

Members:

Greg Spengler, Institutional Effectiveness, Strategic Planning, & Assessment

Patty Alvarez, Student Affairs

Patricia Meehan, School of Dentistry

Sandra Quezada, School of Medicine

Matthew Lasecki, Human Resource Services

Aaron Betsinger, School of Social Work

Kyla Liggett-Creel, School of Social Work

Bill Joyner, Office of Community Engagement

Alicia Howard, Postdoctoral Fellow, Department of Medicine

Megan Bojo, Graduate School and Academic Affairs

Evaluation and Assessment Committee

The Evaluation and Assessment Committee is responsible for routinely evaluating and assessing the effectiveness and impact of diversity- and inclusion-related activities, programs, and initiatives at UMB. Specifically, the responsibilities include:

- Establishing measurable outcomes to assess the effectiveness and impact of diversity and inclusion activities, programs, and initiatives.
- Evaluating metrics as articulated in the strategic plan to measure performance in each priority area.
- Contributing to periodic environmental scans or surveys to assess campus climate on diversity and inclusion issues in collaboration with Institutional Research and Accountability.
- Reviewing internal and external reports that relate to diversity, inclusion, and cultural competency, including the Cultural Diversity Competency Report and the HR Employee Action Analysis.
- Providing quarterly reports on DAC activities.

DIVERSITY ADVISORY COUNCIL

Evaluation and Assessment Committee

FY19 Accomplishments

Evaluation and Assessment Committee

Accomplishments

1. In partnership with the Office of Student Affairs, administered the *Educational Advisory Board* (EAB) student climate survey. Several town hall meetings were subsequently held to facilitate action planning.
2. In partnership with Human Resource Services, administered the Gallup Climate Survey. In FY20, the results will be made public to the University community.
3. Launched the DAC Affinity Groups (DAC-AG), which is an association of faculty and/or staff linked by a common purpose, ideology, or interest related to diversity, equity, and inclusion. DAC-AGs play a vital role in ensuring an inclusive environment and are an important element of the DAC's strategic plan. Information on the DAC-AGs may be found at: <https://www.umaryland.edu/go/diversity-advisory-council-redesign/dac-affinity-groups/>
4. In partnership with Human Resource Services, launched the HR Dashboard to support diversity and inclusion work with accessible data.
5. Successfully submitted the University System of Maryland (USM) required Diversity Report.
6. In partnership with the Graduate School, launched the Certificate Program in Intercultural Leadership, a 13-credit degree program that uses online and in-person facilitation to examine intercultural communication, various identities, attitudes/perceptions of self and others, and application to real-world situations. The degree program is designed to give learners new tools and competencies for working across cultural differences and to positively influence the climate for diversity within our organization. <https://www.graduate.umaryland.edu/Intercultural/>

Evaluation and Assessment Committee

Work Plan FY20

1. Prepare a manuscript tentatively titled “Organizing and Managing for Diversity and Inclusion: A Case Study of the University of Maryland, Baltimore” for submission to a scholarly journal.
2. Communicate Gallup Climate results, set University-level goals, and task the schools and administrative units to create action plans.
3. Continue to communicate the Educational Advisory Board Student Climate Survey results. Prepare a report highlighting the major initiatives underway to improve the student climate related to diversity and inclusion.
4. Create a robust assessment and evaluation section of the DAC website that provides a compilation of diversity-related reports as well as a summary dashboard marking the institution’s progress in meeting diversity and inclusion goals.
5. Partner with HRS to develop strategies to create a more diverse applicant pool.

DIVERSITY ADVISORY COUNCIL

EDUCATIONAL SESSIONS

EDUCATIONAL SESSIONS

To expand its individual and collective knowledge, the DAC participated in a number of educational sessions featuring members of the UMB community.

Those sessions included:

Isabel Rambob, DDS, clinical assistant professor, School of Dentistry
STAR TRACK Program

Factuality Workshop

Ebony Nicholson, MSW '16, diversity, inclusion, and leadership program
specialist

Damon Williams, PhD, DEI COVID-19 Accelerator

DEI COVID-19 Workgroup, Overview and Recommendations from Accelerator
Series

DIVERSITY ADVISORY COUNCIL APPENDICES

APPENDIX A: FY20 MEMBERSHIP

CHAIR:

ELSIE STINES, DNP, CRNP

ASSISTANT VICE PRESIDENT, SPECIAL PROJECTS AND INITIATIVES

OFFICE OF THE PRESIDENT

VICE CHAIR:

VANESSA P. FAHIE, PhD, RN

ASSISTANT PROFESSOR

SCHOOL OF NURSING

APPENDIX A: FY20 MEMBERSHIP

Patty Alvarez, PhD, MS

Assistant Vice President of Student Affairs, Office of Academic Affairs
University of Maryland, Baltimore

Jeffrey Ash, EdD

Associate Dean for Diversity and Inclusion and Assistant Professor
University of Maryland School of Nursing

TaShara C. Bailey, PhD, MA

Assistant Director, STEM Curricular Engagement, UMB CURE Scholars Program
University of Maryland, Baltimore

Aaron Betsinger, PhD

Research Assistant Professor
University of Maryland School of Social Work

Sheila Blackshear, MS, MSL, SR. CAAP

Office of Accountability and Compliance
University of Maryland, Baltimore

APPENDIX A: FY20 MEMBERSHIP

Gregory Brightbill, MBA, MEd

Leadership Education & Involvement Program Specialist, ISLSI

University of Maryland, Baltimore

Staff Senate Representative

Michele Hayes, JD, LLM

Assistant Dean, Student Affairs

University of Maryland Francis King Carey School of Law

Paulette Harris-Gross, MS

Program Management Specialist, Office of the President

University of Maryland, Baltimore

Alicia Howard, PhD

Postdoctoral Fellow, School of Medicine Division of Endocrinology, Diabetes and Nutrition

University of Maryland School of Medicine

Courtney Jones Carney, MBA

Director, Student Development & Activities, Interprofessional Student Learning & Service Initiatives

University of Maryland, Baltimore

William Joyner, MSW

Senior Economic Inclusion Specialist, Office of Community Engagement

University of Maryland, Baltimore

APPENDIX A: FY20 MEMBERSHIP

Laura Kozak, MA

Associate Vice President, Communications and Public Affairs
University of Maryland, Baltimore

Jon Kucskar, Esq., JD

Advisor to the President
Office of the President

Matt Lasecki, SPHR

Associate Vice President, Human Resource Services
University of Maryland, Baltimore

Kyla Liggett-Creel, PhD, MSW

Assistant Clinical Professor
University of Maryland School of Social Work Representative

Flavius R. W. Lilly, PhD, MA, MPH

Assistant Vice President, Academic & Student Affairs, Senior Associate Dean,
University of Maryland Graduate School

Jennifer Llewellyn, MED

Academic Support Coordinator,
University of Maryland School of Medicine Representative

APPENDIX A: FY20 MEMBERSHIP

Russell McClain, JD

Associate Dean, Diversity and Inclusion

University of Maryland Francis King Carey School of Law

Patricia E. Meehan, DDS, FACD, FICD

Assistant Dean of Admissions and Recruitment

University of Maryland School of Dentistry

Andrea Morgan, DDS

Dental Recruitment Coordinator

University of Maryland School of Dentistry

Jill A. Morgan, PharmD, BCPS, BCPPS

Professor and Chair, Pharmacy Practice and Science

University of Maryland School of Pharmacy

Sandra Quezada, MD, MS

Associate Dean, Admissions; Assistant Dean, Academic and Multicultural Affairs

University of Maryland School of Medicine

APPENDIX A: FY20 MEMBERSHIP

Isabel Rambob, DDS

Clinical Assistant Professor
University of Maryland School of Dentistry
Faculty Senate Representative

Magaly Rodriguez de Bittner, PharmD, BCPS, CDE, FAPhA

Associate Professor and Chair
University of Maryland School of Pharmacy

LaShonda Shepherd

Student Representative
University of Maryland School of Dentistry

Roger J. Ward, EdD, JD, MLS, MPA

Chief Accountability Officer
Vice President for Operations and Planning, Vice Dean
University of Maryland Graduate School

Appendix B: Bylaws

As Amended In December 2018 – Effective March 1, 2019

ARTICLE I – NAME

The name of this organization shall be the President's Diversity Advisory Council at the University of Maryland, Baltimore (hereinafter referred to as DAC).

ARTICLE II – MISSION AND PURPOSE

Mission: The DAC will provide recommendations to the president that promote the University's commitment to diversity, equity, and inclusion. The DAC will seek to fulfill its mission through the following goals:

- Identify opportunities within and outside the University that enhance training and professional development in valuing diversity and cultural competency;
- Identify and recommend opportunities to improve standards, practices, and procedures to create a campus culture of inclusion and equity;
- Recognize exemplary practices, programs, and individuals that embody a commitment to diversity, equity, and inclusion;
- Support that the achievement of diversity, equity, and inclusion are guiding principles in every aspect of the University's initiatives.

Purpose: The DAC shall take a leadership role, participate, and have a voice in the development of institutional policies and procedures. The DAC will assist in supporting the implementation of the goals identified in the University's strategic plan in order to achieve diversity, equity, and inclusion.

Appendix B: Bylaws

ARTICLE III – MEMBERSHIP

Section 1. Faculty and staff are appointed by the president. Student members will be nominated by faculty, staff, or student organizations. The USGA or GSA must approve the student nomination.

Section 2. Representation. Members-at-Large of the DAC shall consist of designated representatives from constituent schools, shared governance bodies, and central administration of UMB. Each of the seven schools may designate up to two (2) employees (at least one (1) faculty member and one (1) staff member) to serve as members of the DAC.

In addition to the 14 faculty and staff members representing each school, membership will include: at least seven (7) staff members, including central administration; one (1) postdoctoral fellow; based on funds, one (1) Diversity fellow; two (2) members from shared governance bodies (Faculty Senate and Staff Senate); and two (2) students.

Section 3. Terms of Service. Each faculty/staff member will serve for an initial two (2) years and may be reappointed to serve an additional two (2) year term. Each student member will serve one (1) year and may be reappointed to serve an additional one (1) year term.

Section 4. Ex-officio members. Senior Vice President for Operations and Institutional Effectiveness and Vice Dean of the Graduate School, Chief Human Resources Officer, Advisor to the President, and Program Management Specialist in the President's Office shall serve as members-at-large, not subject to the terms of service contained in Article III, Section 3.

Appendix B: Bylaws

Section 5. Member Duties. Members shall:

- Actively participate in activities and programs of the DAC
- Attend at least eight monthly meetings per academic year (which includes no more than two attendances via teleconference and no more than two absences)
- Serve on at least one standing committee
- Maintain visibility of the work of the DAC among employees of their respective school or organization and the community
- Serve as their school, governance bodies, or central administration liaison

DAC liaisons act as the information conduit between the DAC and respective schools, shared governance bodies, and central administration.

Section 6. Member Resignation and absences. Resignation from the DAC must be sent to the chair. Members who are unable to meet the attendance requirement in accordance with Article III, Section 5 may be asked to resign.

Section 7. Vacancies. All member vacancies are to be filled based on the process outlined in Article III, Section 1

Appendix B: Bylaws

ARTICLE IV – OFFICERS

Section 1. Officer Positions. The officers of the DAC shall be chair and vice-chair. All officers must be existing members of the DAC in order to be elected to the position.

Section 2. Terms of Service. The term of officers shall be for two (2) years. Officers may be re-elected for one additional term. At the end of the chair's term, the exiting chair will remain on board for one year to support the new chair.

Section 3. Nominations. Officer candidates will be self-nominated or nominated by DAC members-at-large (e.g., ex-officio will not be a part of this process). Elections shall be by ballot. In all instances, the candidate receiving the greatest number of votes for an office shall be declared elected to the office. If, however, there is only one candidate for an office, the ballot may be dispensed by unanimous consent. Elections of officers shall be held during the June DAC meeting. Officers will assume their duties on July 1.

Section 4. Elections. A quorum of 40 percent of all members is required to hold the elections.

Section 5. Vacancies. In the event that the chair is no longer able to serve, the vice-chair will fill the chair vacancy. Subsequently, the vice-chair will be determined by the members-at-large through a special election following procedures from Article IV, Section 3 at the next regularly scheduled DAC meeting.

Appendix B: Bylaws

ARTICLE V – DUTIES OF OFFICERS

Section 1. Chair. The chair shall preside at all meetings of the DAC and assist in the efficient operation of the Council and call special meetings as required. The chair shall provide liaison services, as assigned by the president, between the DAC and other federal, state, nonprofit, and community-based agencies in the community. The chair may appoint members to chair standing and ad hoc committees and provide directional support for those committees. The chair shall act on urgent DAC matters between meetings.

Section 2. Vice Chair. The vice chair shall preside at DAC meetings in the absence of the Chair. The vice chair shall function as directed by the Chair to assist in the efficient operation of the DAC. The vice chair shall prepare an annual report of DAC activities at the end of the fiscal year.

Section 3. Secretary. The secretary's duties include assisting in the preparation of notices of all meetings, preparing and keeping minutes of all meetings, and keeping such records as required. The secretary shall coordinate and organize administrative and technical tasks for DAC events and functions. The program management specialist in the Office of the President will serve in this role.

ARTICLE VI - MEETINGS OF MEMBERS

Section 1. Regular meetings. Regular meetings of the members shall be held every month, at a time and place designated by the chair. Up to two regular meetings may be canceled during a calendar year.

Section 2. Special meetings. Special meetings may be called by the chair or requested by a majority of the members-at-large, to be communicated to and approved by the chair.

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Section 3. Notice of meeting. Electronic notice of each meeting, with the exception of special meetings, shall be given to each member not less than one week prior to the meeting.

Section 4. Voting. For voting, a quorum of 40 percent of all members must be present.

ARTICLE VII – STANDING AND AD-HOC COMMITTEES

Section 1. Committee formation. The DAC chair and members-at-large may vote to create or change committees as needed.

Section 2. Membership. In addition to members-at-large, standing committees can consist of UMB faculty, staff, and/or students.

Section 3. Standing Committees. The DAC shall consist of the following standing committees:

- a. Communications and Marketing
- b. Education and Awareness
- c. Evaluation and Assessment
- d. Resources and Professional Development

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The *Communications and Marketing Committee* is responsible for the dissemination and publication of DAC services, initiatives, and innovations to membership and the UMB community. The committee will focus on all forms of messaging to provide a comprehensive diversity marketing plan detailing strategic themes and major accomplishments. The committee will work through the Office of Communications and Public Affairs in disseminating DAC messages.

Functions/Responsibilities: The Communications and Marketing Committee shall function in an advisory and consulting role in the following ways:

- Share evidence-based best practices that support diversity and inclusion initiatives
- Increase recognition and appreciation of the value that diversity and inclusion bring to the UMB community
- Share learning opportunities and resources that increase knowledge of diversity and inclusion
- Promote continuous improvement of an inclusive campus culture
- Identify and develop the brand messaging and themes to use in marketing to various constituencies on campus
- Create a marketing plan and budget for the upcoming fiscal year
- Collaborate with the Office of Communications and Public Affairs in creating and disseminating materials
- Provide semi-annual reports
- Maintain and update the DAC website
- Create a designated spot in The Elm

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The *Education and Awareness Committee* is responsible for providing leadership in advancing learning and scholarship to build and sustain a diverse community and culture of inclusion.

Functions/Responsibilities: The Education and Awareness Committee shall function in an advisory and consulting role in the following ways:

- Facilitate cross-communication and implementation of diversity- and inclusion-related activities, programs, and initiatives occurring within UMB schools and departments
- Recommend initiatives that promote diversity, inclusion, and cultural competency throughout UMB
- Recommend programs that prepare faculty and staff to incorporate cultural competency into the professional and learning environments
- Promote interdisciplinary programs to help build cultural competence among students in the health, legal, and human services professions
- Provide resources and strategies to actively retain and promote excellent, qualified, diverse staff and faculty
- Provide resources and strategies to recruit actively and retain excellent, qualified, diverse students, including launching specialized programs and honor societies (e.g., Edward Alexander Bouchet Graduate Honor Society)
- Provide semi-annual reports (July and January)

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The *Evaluation and Assessment Committee* is responsible for routinely evaluating and assessing the effectiveness and impact of diversity and inclusion related activities, programs, and initiatives at UMB.

Functions/Responsibilities: The Evaluation and Assessment Committee shall function in an advisory and consulting role in the following ways:

- Establish measurable outcomes to assess the effectiveness and impact of diversity- and inclusion-related activities, programs, and initiatives at UMB
- Evaluate metrics as articulated in the strategic plan to measure performance in each priority area
- Contribute to periodic environmental scans or surveys to assess campus climate on diversity and inclusion issues in collaboration with Institutional Research and Accountability and Human Resource Services
- Review internal and external reports that relate to diversity, inclusion, and cultural competency, including the Cultural Diversity Progress Report, and HR Employee Action Analysis
- Provide semi-annual reports (July and January)

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The Resources and Professional Development Committee's responsibilities are not yet finalized.

Functions/Responsibilities: The Resources and Professional Development Committee shall function in an advisory and consulting role in the following ways:

- Create and compile city information about resources for diverse campus populations, particularly for new hires
- Provide resources and strategies to actively recruit excellent, qualified, diverse staff, faculty, and students
- Create and maintain an inventory of existing diversity, inclusion, and equity training on UMB's campus
- Create and maintain an expertise inventory on existing diversity, equity, and inclusion trainings on UMB's campus
- Maintain the glossary terms on DAC's website
- Schedule in-service professional development workshops for DAC
- Provide semi-annual reports (July and January)

Section 4. Ad-hoc Committees. Ad-hoc committees shall be assembled by the chair as needed.

Section 5. Committee Chairs. Each committee shall have at least one chair to lead the committee's activities. The chair may appoint all committee chairs.

Section 6. Terms of Service for Committee Chairs. The term of office for the committee chairs/co-chairs of the DAC shall be for two (2) years. These members may be re-elected for one (1) additional term.

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ARTICLE VII - AMENDMENTS TO THE BYLAWS

Section 1. The Bylaws shall be reviewed on an annual basis by an ad-hoc committee appointed by the chair.

Section 2. Amendment of Bylaws. Amendments to the Bylaws shall be submitted to the members-at-large for their approval and adopted with the concurrence of the majority. The DAC Bylaws may be altered, amended, or repealed by the members by a majority vote at any monthly meeting with prior notice or at a special meeting called for that purpose.