



CHIP DEI Committee Charter

Background and Purpose:

The Center for Health Information Partnerships launched its DEI Committee in July 2020 to examine and improve diversity, equity, and inclusion in the center, with a particular focus on racial equity. We believe in fostering the development and maintenance of an inclusive, diverse, and equitable workplace that informs our relationships and policies within and beyond the CHIP environment.

Participants:

CHIP leadership, staff, faculty members, students, interns, and temporary employees are welcome to participate in the DEI Committee. Participation is voluntary and ongoing.

Meetings:

The committee meets regularly to identify action items and discuss progress.

Priority Focus Areas:

Through committee discussion and a survey of the CHIP team, six Priority Focus Areas emerged. They are listed here in order of importance as ranked by CHIP.

1. Communication about Equity in the Workplace

- Create an office environment where people feel comfortable discussing equity issues
- Create space and time for educational opportunities and discussion
- Get feedback for continuous improvement on Equity issues
- Read more about our DEI focus [here](#)

2. Hiring and Onboarding

- Review evaluation and decision-making processes
- Look at metrics for diversity
- Determine how hiring managers will be held accountable for following recommendations

3. Research and Project Recruitment

- Create policies to support and protect staff who face harassment
- Educate principal investigators (PIs) on how to handle situations
- Make clear priorities about staff safety over recruitment metrics

4. Partnerships – Community Engagement

- Consult with community members for research development and execution
- Negotiate funding in budgets for community benefit
- Increase cultural competency in interacting with community members during research and practice facilitation projects

5. Professional Development

- Support minorities in STEM -> support pipeline
- Consider equity, diversity, and inclusion in project-related educational offerings

6. Partnerships – Sponsors, Primes, Subs, Consultants, Vendors

- Recommend best practices for addressing discrimination by partners towards our staff or community members
- Support staff, faculty, and students so they have a seat at the table in environments where they will be underrepresented or subject to profiling regarding their competency or expertise

Responsibilities:

The DEI Committee is dedicated to its mission of fostering the development and maintenance of an inclusive, diverse, and equitable workplace. The committee regularly updates the CHIP team on initiatives and activities. Feedback is continuously solicited from CHIP and incorporated. Focus areas are reevaluated yearly.