

POLICY

Title: Policy on Mission Aligned Recruitment, Retention, and Outreach Activities

PURPOSE

To articulate the Larner College of Medicine's focus on recruitment, retention and outreach activities to achieve mission aligned diversity outcomes among its medical students, faculty, and senior administrative staff. **Admissions and hiring decisions are explicitly excluded from this policy.**

The mission of the UVM Larner College of Medicine is to educate a diverse group of dedicated physicians and biomedical scientists to serve across all the disciplines of medicine; to bring hope to patients by advancing medical knowledge through research; to integrate education and research to advance the quality and accessibility of patient care; and to engage with our communities to benefit Vermont and the world.

POLICY

The UVM Larner College of Medicine values diversity as a driver of excellence, as outlined in our [Statement on Diversity, Equity and Inclusion](#). Through recruitment and retention efforts, we actively seek diversity and inclusion within our academic community of students, faculty, and staff, as well as those we serve through teaching, research, patient care and community engagement.

The Dean of the Larner College of Medicine works collaboratively with the College of Medicine Advisory Committee (COMAC), the UVM Medical Center Vice President for Diversity, Equity, and Inclusion, the Senior Vice President for Diversity, Equity, and Inclusion at the UVM Health Network, and the University of Vermont Vice Provost for Diversity, Equity, and Inclusion to implement initiatives essential to attracting and retaining diverse talent, inspiring innovation, and fostering community engagement and growth. Policies for achieving diversity through recruitment and retention initiatives are guided by our belief that the inclusion of groups of people who are underrepresented in the academic medical environment can address the nation's disparities in health care quality and access to health care for all.

- A. As a member of the University of Vermont, we operate in alignment with the following university policies: [Policy V.4.23.11 Equal Employment Opportunity/Affirmative Action Policy Statement](#), [Policy V.4.30.1 Discrimination, Harassment and Sexual Misconduct Policy](#), and [Policy V.4.24.11 Equal Opportunity in Educational Programs and Activities and Non Harassment](#).
- B. The College recognizes the value of a diverse and inclusive workforce, work and learning environments. Our goal is to recruit and retain a more diverse workforce than the state of Vermont's population, grow and sustain an inclusive learning and work environment, and reduce health disparities.

DEFINITIONS

- Outreach – Mission aligned activities/programs for potential future candidates, including individuals who might not otherwise have access to those activities/programs.
- Recruitment – efforts to attract qualified candidates to apply to the College.
- Retention – efforts to retain faculty, staff and student members of the College once admitted and/or employed.
- Low Socioeconomic Status (SES) - derived from information about parents’ and guardians’ occupation and education levels (EO=Education/Occupation) as indicated on the American Medical College Application Service (AMCAS) application.
- AAMC Fee Assistance Program (FAP) –tied to the U.S. Department of Health and Human Services’ poverty guidelines as indicated on the AMCAS application.
- Vermont Residents (Rural) – attended high school in a rural county as indicated on the AMCAS application.
- LGBTQIA+ – as indicated on the AMCAS application.
- Underrepresented in medicine (URM) indicates racial and ethnic populations underrepresented in the medical profession relative to their numbers in the general US population.
- First Generation (First Gen) – indicates anyone whose parents do not hold a bachelor's degree.
- Senior Administrative Staff - Academic leadership positions identified by the College as providing oversight to a major unit of the Larner College of Medicine, including all deans, associate deans, and unit directors.

After a review of the existing demographic data of the institution and the medical profession, the Larner College of Medicine has identified the following groups as priorities for recruitment and retention for medical students, faculty, and senior administrative staff:

Medical Students	Faculty and Senior Administrative Staff
<ul style="list-style-type: none"> • Low Socioeconomic (SES EO1, EO2, Fee Assistance Program-FAP) 	<ul style="list-style-type: none"> • Underrepresented in Medicine
<ul style="list-style-type: none"> • Vermont Residents (rural) 	<ul style="list-style-type: none"> • Women
<ul style="list-style-type: none"> • LGBTQIA+ 	
<ul style="list-style-type: none"> • Underrepresented in Medicine 	
<ul style="list-style-type: none"> • First Gen 	

PROCEDURES:

- A. Each year, the Office of Diversity, Equity and Inclusion (ODEI) will review diversity categories and identify priorities for recruitment and retention based on current demographic data for medical students, faculty and senior administrative staff and make recommendations to the Dean.
- B. These categories will be promulgated to all recruitment and retention initiatives for senior administrative staff, faculty, and medical students.
- C. ODEI is charged with working with programs to establish strategies for recruitment and retention and will monitor outcomes of all programs designated as outreach, pathways, and retention programs for medical students, faculty and senior administrative staff.
- D. ODEI will monitor aggregate participation demographic and performance data from OME and Academic Departments to monitor outreach, pathway, and retention programs.
- E. ODEI will monitor aggregate faculty demographic and faculty outreach programmatic data from the Office for Faculty, Human Resources, the Office of Equal Opportunity (OEO), and academic departments.
- F. ODEI will share program information with the Dean of the College, the College of Medicine Advisory Committee, the UVM Medical Center Vice President for Diversity, Equity, and Inclusion, the Senior Vice President for Diversity, Equity and Inclusion at the UVM Health Network, and the University of Vermont Vice Provost for Diversity, Equity and Inclusion.
- G. ODEI will monitor the effectiveness of outreach, pathway and retention initiatives relevant to medical students, faculty, and senior administrative staff every three years and will evaluate the climate for diverse groups.
- H. The College, Office of Admissions, Office for Faculty, Office of Medical Education, and the College of Medicine Advisory Committee will support ODEI in developing, implementing, and evaluating the Diversity, Equity, and Inclusion Strategic Plan initiatives for outreach, pathways and retention.

CONTACTS

Questions concerning the daily operational interpretation of this policy should be directed to the following (in accordance with the policy elaboration and procedures):	
Title(s)/Department(s): Associate Dean for Diversity, Equity and Inclusion, Office of the Dean, Larner College of Medicine	Contact Information: meddiversity@med.uvm.edu
Questions regarding this policy statement or compliance with its provisions may be directed to:	
Associate Dean for Diversity, Equity and Inclusion Office of the Dean, Larner College of Medicine	meddiversity@med.uvm.edu

ABOUT THIS POLICY

Responsible Official:	Associate Dean for Diversity, Equity and Inclusion	Approval Authority:	Dean, Larner College of Medicine
Policy Number:		Effective Date:	May 9, 2024
Revision History:	<ul style="list-style-type: none"> Revised and renamed <i>Policy on Mission Aligned Recruitment, Retention, and Outreach Activities</i> and approved by COMAC, Larner College of Medicine on May 9, 2024. Renamed and approved by COMAC, Larner College of Medicine on October 28, 2022. Priorities for Recruitment and Retention Policy affirmed by Dean, Larner College of Medicine effective February 3, 2020. 		

LCME STANDARD

- 3.0 Academic and Learning Environments
- 3.3 Diversity/Pipeline Programs and Partnerships

RELATED LARNER COLLEGE OF MEDICINE POLICIES

- [110.00 Mission Statement: College of Medicine](#)
- [120.00 Vision Statement: Medical Education](#)
- [130.00 Competencies and Medical Education Programmatic Objectives](#)

RELATED UNIVERSITY OF VERMONT POLICIES

- [Policy V.4.23.11 Equal Employment Opportunity/Affirmative Action Policy Statement](#)
- [Policy V.4.30.1 Discrimination, Harassment and Sexual Misconduct Policy](#)
- [Policy V.4.24.11 Equal Opportunity in Educational Programs and Activities and Non Harassment](#)