

AAIM DEI Task Force Recommendations as of September 30, 2021

Recommendation 1

Create a standing DEI committee.

- Develop a formal process that encourages members to provide input and feedback to the committee
- Continue the current AAIM DEI Task Force until a new DEI committee is formed to:
 - Review DEI projects
 - Review and make recommendations to program planning committees for Academic Internal Medicine Week content
 - Review DEI materials from Academic Internal Medicine Week through a DEI lens before posting on website
 - Encourage the development of DEI efforts in alignment with AAIM's strategic plan and in areas of DEI that are under addressed.
- Develop a handoff process between the existing task force and any new DEI committee that is developed
- Develop a continuity process for DEI work to be maintained while transitioning the work from one volunteer group to the next

Recommendation 2

Continue DEI education via webinar series and a DEI track at AAIM meetings.

Recommendation 3

Develop a repository of DEI education.

- Create short video education resources and use DEI resources from meetings
- Cross share DEI products that are developed by councils
- Add the existing DEI resource page to the im.org homepage
- Add DEI newsletter to social media marketing
- Add DEI resources from other organizations to AAIM's DEI webpage

Recommendation 4

Develop a list of DEI subject matter experts.

- Use future member profile data to track DEI subject matter experts and make the data public to members
- Ask the DEI online community if there are any subject matter experts and cross list those members on the DEI resources webpage

Recommendation 5

Develop an annual DEI report that summarizes AAIM's DEI work that includes metrics and measurable outcomes.

Recommendation 6

Develop ways to inform members of existing publicly available DEI trainings and certifications from other institutions.

- Develop a process that allows members to inform AAIM of publicly available DEI trainings from their institution

Recommendation 7

Develop an ongoing member profile update plan to ensure that members are regularly completing and updating their profiles.

Recommendation 8

Develop a formal process to ensure diversity of AAIM volunteer groups.

Recommendation 9

Encourage institutions to increase the enrollment of faculty, administrators, and staff in AAIM's member organizations and ensure that institutions are aware of who is eligible for membership in order to expand the breadth and depth of diversity of AAIM membership.

Recommendation 10

Continue participation in DEI collaborations with external organizations.

Recommendation 11

Create a group of volunteers who agree to be available to write letters of recommendation for members who are underrepresented in medicine for faculty promotion.