

ABE Justice, Equity, Diversity, and Inclusion (JEDI) Committee Standard Operating Procedure

Mission and Purpose

The overall goal of the ABE JEDI Committee is to uphold our association's commitment to be *"intentional about and assume accountability for fostering advancement and respect for diversity, equity, and inclusion for all students, faculty, and staff,"* and thereby contribute to the education of health care professionals who can do the same for their patients. The purpose of the ABE JEDI Committee is to: 1) design and implement events that foster diversity, equity, inclusion, and justice; 2) serve as a consultative body to the ABE Board and Standing Committees to ensure that all ABE-sponsored events meet the ABE's vision of inclusive excellence; 3) explore opportunities to provide ABE members with professional development in JEDI best practices; and 4) serve as a conduit to our ABE members to share and disseminate expertise in inclusive and equitable educational best practices.

The ABE JEDI Committee reaffirms the vision of ABE: *"We support our efforts with respect for the inherent dignity, worth, and unique attributes of every person. We value social justice and human rights. We embrace the diversity that composes our community including, but not limited to, age, race, ethnicity, national origin, gender identity, sexual orientation, marital status, religion, spiritual beliefs, socioeconomic background, abilities, political affiliation, to name a few."*

Committee Members & Structure

- The JEDI Committee will be composed of 5 ABE members elected by an electronic ballot sent to all current ABE members. Elections will be held at the beginning of the calendar year.
- When necessary, one ABE Board member will serve in the JEDI Committee as a non-voting *ex officio*.
- Members will serve 2-year terms, with no term limits. The terms will be offset so that half the membership (2 members) will be up for election each year.
- The JEDI Committee members will elect a chair and a secretary from within their group within two months after the announcement of the election results. The chair will not serve more than two consecutive 2-year terms as chair.
- If a committee member leaves the committee with more than one year left on their term, an open election will be held to replace them for the rest of that term. If there is less than one year left on their term they will not be replaced until the end of their normal term.

Policies and Procedures

- The self-nominations should include a statement of interest and DEI personal mission.

Committee Members:

Chante Richardson, PhD – Chair
Tracy Fulton, PhD
Jaya Yodh, PhD
Zeynep Gromley, PhD

Approved: 13 Aug 2022
Updated: 09 Jan 2024

- The JEDI Committee will have a conference call at least once every other month to discuss the development and launch of activities, with additional meetings at the discretion of the Chair as required.
- Quorum (>50% of voting members) must be present to vote on any motion.
- Motions will be passed with a majority vote; the ABE Board member will vote only to break a tie.
- The JEDI Committee will plan 2 annual meetings to invite all ABE members to attend by call-in or video conference (in person at the biennial meeting). Only JEDI Committee members will be able to vote.
- The secretary will record minutes and make them accessible via the ABE website to all ABE members.
- The JEDI Committee Chair will designate one member of the JEDI Committee to give oral committee reports at least quarterly at ABE board meetings, with the JEDI Committee secretary providing a written report annually.
- Ad-hoc subcommittees can be formed as needed, which can contain members not in the JEDI Committee, to develop and launch initiatives.
- Information released through social media channels should be reviewed by at least 2 members of the JEDI Committee before publication/release on ABE official accounts.

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