

ARAC Meeting Minutes

November 29, 2018

Attendees: Anika Larson, Brenda Martinez, Cicely White, Cindy Elder, Dan Cabrera, Elizabeth Stein, Harveen Sandhu, Heidi Coomb, Jacqueline Wilson, James Sherpa, Kelly Stewart, Laurie Bazan, Lee McKoin, LeeAnna Muzquiz, Mark Snowden, Melinda Frank, Pearl Nguyen, Rida Fatima, Thamanna Nishath

The meeting started with introductions.

Announcements:

Laurie announced that the original SARU students who are now MS4s will reach out to the MS1 and MS2s to connect and talk about their experiences and goals the last four years.

The ARAC students were also invited to participate in different School of Medicine Committees. These committees reserve space specifically for ARAC Student Leaders to participate and facilitate cooperation between the committees' work:

- If they are interested in joining the Foundations Grade Appeals Committee, or the Clinical Grade Appeals Committee, they should email Dr. Ryan's assistant Kelley Engle at kngoetz@uw.edu. (See attached flyers.)
- If they are interested in joining the Learning Environment Committee contact Melinda Frank at mmfrank@uw.edu

Dr. Snowden started with the ARAC Vision. He provided a brief summary of the history of ARAC and talked about the process and student contribution for students who would be interested in becoming official student leaders on the committee. He introduced the final report that ARAC submitted last year with recommendations for Admissions, Curriculum, Student Affairs, and later for PreMat.

He introduced Dr. LeeAnna Muzquiz, the new dean of Admissions to present about the Admissions changes that were due to the ARAC recommendations last year.

- Dr. Muzquiz shared the "ARAC Admissions Update 11-29-18" document (attached.) She reviewed the statistics of the full entering class, and the URIM admitted and matriculated over the last 10 years.
 - There is a fluctuation in each year's percentages, and the Admissions team has worked to identify anything that affects that oscillation, but so far they have not identified factors that change year to year.
- Dr. Muzquiz also talked about her experience as the new Dean of Admissions, and looking at all of the Admissions processes and policies with fresh eyes. She hopes to incorporate new ideas, and ARAC feedback to improve the Admissions, and meet the ARAC and Admission's 5 year goal of having the Admissions statistics match the population diversity of the WWAMI region.
 - She will include statistics of how this goal is progressing in future reports.

- She addressed the recommendations for the Admissions Team including increasing diversity on the Admission's Executive Committee (see table 2 of the report,) appointing a CEDI Liaison with the committee who also works with URIM students who were rejected to get feedback on their applications, increasing undoing racism training and racial bias training for EXCOM members, interrupting micro-aggressions, and strategic ambiguity training.
 - We discussed the difficulty of mandating this training for all EXCOM members since it is a volunteer position but they have paid for multiple members of the committee to attend all day trainings, and are considering online modules as part of their orientation
 - Dr. Snowden mentioned that racial bias training is required for all faculty search committee members so similar training options may be useful
 - Dr. Muzquiz also mentioned that many of the EXCOM members may have received this training through their other UW commitments, and Admissions can include as part of their process a survey to see who has been trained elsewhere.
- Admissions has also updated the question for the Secondary Application to ask "How have societal inequities in the U.S. affected you or patients you've worked with?" and the interview categories include the domain "Social Conscience"
- They also include the acknowledgement of the historical context that UW was built on indigenous land.
 - She will also follow up with all of the WWAMI sites while she visits to see how they are addressing this topic.
- Admissions is also very interested in recruiting more URIM students.
 - Admissions is also reformatting the Second Look event and is open to suggestions from ARAC on ways to make it inclusive for all students including URIM
 - They are also considering adding online podcasts to provide information for Financial Aid and other important topics, so that there is more time in person with the students
 - Dr. Muzquiz also has joined the SHPEP Advisory Committee in an effort to provide a direct connection for the cohort of undergraduate students who are interested in medicine.
 - She was excited to have a project suggested by students in the LMSA to increase diversity. The students proposed interventions that occurred at the Interviews and Second Look this year and so far 28 applicants have already signed up to participate. Dr. Muzquiz is very interested in supporting student proposals.
 - Admissions also met with APAMSA and CEDI to discuss including Southeast Asians as Underrepresented in Medicine during the Admissions process.
 - While Asians overall are well represented in medical school, Southeast Asians are underrepresented for many historical reason. The meeting this week was a positive step toward recruiting, supporting and including more students.
 - She also noted that the SE Asian designation are not included in these numbers because the proposal has not been officially adopted yet.
 - The students also mentioned that they hope to allocate more funding to recruit SE Asian applicants.
 - She also met with the Dean of CEDI and the Director of Indian Health Pathways to discuss increasing Native American scholars in the matriculating class.

- She met with leaders from the African American Roundtable to exchange ideas to increase matriculation.
- And the Admissions team has been increasing recruitment at local community colleges
- Admissions is also working with the Financial Aid Office, UWSOM Advancement, Academic Affairs and CEDI to address scholarships and tuition waivers.
 - She is also working with the Committee for Minority Faculty Advancement who has created a new scholarship for URIM Students this year.
 - For the E18s, the CMFA raised over \$250,000 as a fund to continuously grow and the interest will provide 1 scholarship for a student to attend 4 years of medical school. It will be awarded again in 4 years. They hope to continue to grow this program.
- She is also working on Continuous Quality Improvement
 - She described medical school is an ecosystem and needs many groups to grow and thrive. They are eager to learn from everyone to improve the environment.
 - They are continuing to survey students after the interview and application process

Dr. Snowden was very happy to see the EXCOM diversity has increase after the ARAC discussion last year. There were serious concerns that there was not an African American on the committee last year, and that the requirements to be on the EXCOM may be prohibitive to diversity. But the Admissions team has made major improvements for more diversity.

The students also asked about the Admissions Table 1 again. They wanted to ensure the cascade of points in the process where we may lose URIMs in Admissions.

- The students asked if the number of applicants offered secondaries was significantly different than the number of students who completed secondaries. Dr. Muzquiz and Dr. Cabrera confirmed that most of the students offered a secondary completed it, and that they can share the cascade of statistics outlining how many students apply, then how many are offered secondaries, complete secondaries, are offered interview, are offered admissions, accept admissions offers and matriculate. (And that the process for deciding who is offered a secondary is on the Admissions website and for WWAMI students is based on minimum metrics, and our of region applicants are prescreened.) Dr. Muzquiz and Carbrera also mentioned that statistically URIM students are actually more likely to move forward from the secondary and interview stages. They stated that most students are lost to other schools who offer better financial aid to the URIM students.
- They also clarified that Table 1 is also based on all admitted students (not just WWAMI students) but out of region students who matriculate only account for about 1% of the students.

The students also asked if the applicants were told about the EXCOM work on bias training etc.

- Dr. Muzquiz said that was not part of the information currently but it would be a good idea to intentionally add that, perhaps to the Commitment to Diversity page once the new SOM is launched this week.

The students also asked about the number of scholarships for URIM students and how the students can learn about them.

- Dr. Muzquiz emphasized that there is not just 1 scholarship. She was just mentioning the one new one this year.
- There is a current list on the Admissions page, and the financial aid page (and the Office of Advancement has the full list.) There are scholarships from CEDI and many other sources. Some are based on merit, others are based on need, and some are specific for certain populations. (For example, the Fausto-DeLancey scholarship is specifically for members of Native tribes.)
- Dr. Muzquiz mentioned that the scholarships vary year to year because of the different funding cycles being 1 year or 4 years.
- Also, on average every student received \$11,000 of scholarship support from the UWSOM.
- Dr. Cabrera mentioned that most of the scholarships are listed for all students to view, and not itemized out as for URIM. This process is a bit opaque but there are certain legal requirements about government funding and UW matched fundraised. Private scholarships can support any group of students the donor designates.

Dr. Snowden asked if Dr. Muzquiz has any suggestions for goals that need a higher level of discussion.

- ARAC has been invited to share suggestions with the Educational Quality Improvement's Strategic Planning Committee which can address large scale concerns like scholarship generation. ARAC will recommend hiring a full time professional fundraiser that is specifically focused on URIM scholarships. (Similar to how the Combined Fund Drive operates.)
 - Admissions and ARAC would both recommend this to EQI Strategic Planning because many students decline our offer of admissions because they received a full ride offer at another medical school.
 - The current students do a lot of heavy lifting at Second Look to welcome the applicants, but it does not always result in those students matriculating because of the financial aid aspect.
- Admissions has also strategically recruit URIM students, but this is limited by the size of their staff. Their overall strategy is helping everyone understand the application process, and working with shareholders to learn about resources.
 - There could be strategic planning to increase the number of staff and FTE.
 - They are also working to update the job descriptions to include URIM recruitment
- ARAC also had similar conversations with Student Affairs about the safe and welcoming physical space for students since this would require new constructions and would be better addressed by Strategic Planning.

Dr. Muzquiz will wait for new recommendations from ARAC and then is happy to continue reporting and working on new initiatives.

As the meeting closed, Dr. Snowden announced that we would probably not meet in December because of the holiday break. We will plan to meet again on the third Thursday in January.

- In the meantime, Dr. Snowden and Dr. Combs will draft an invitation to all students, and outline how they can submit their names to become a member of the committee.
 - We hope to have 8-10 voting students join the committee. Other students can still voice their concerns to ARAC but these students on the committee will help represent the students, and report back to the classes.

- We will include a description of ARAC,
- That we want it to include students throughout WWAMI and that all meetings are available to the committee members via Zoom
- The number of hours that the students are committing to clarify their responsibilities if they join the committee.
- That the 2 student co-chairs can receive credit for their time commitments, since there are additional planning committees and small group discussions for the 2 co-chairs
- We hope one of the student leaders can arrange a short presentation to the foundations classes in winter quarter.

We would like to confirm the committee members by the next meeting in January.

In January, we hope to have Dr. Ryan talk about the Curriculum changes based on the ARAC recommendations.

Then we hope to talk about the PreMat Process in February.

The final note was that to improve transparency the students would like all of the ARAC minutes posted on the website.

- Cindy will help organize the logistics of updating the website and including the reports presented at our meetings.

The meeting adjourned.

Follow up items:

- **Cindy will send out minutes, announcements, Admissions Report and post on CEDI Website**
- **Dr. Snowden and Dr. Combs will draft an email and send to all the students to invite them to join ARAC. Deadline to nominate students/self to the committee is before the January Meeting on January 17th.**
- **Coordinate Invitation to Dr. Ryan for January Meeting**
- **Compile recommendations for the EQI Strategic Planning Committee**
- **(We will also look for more vegetarian options for January's meeting.)**