

UC Davis Health
Vice Chancellor's LGBTQ+ Advisory Council
CHARTER

Living Document
LAST UPDATE: May 28, 2019

The Vice Chancellor's LGBTQ+ Advisory Council ("the Council") is the primary advisory body for the Vice Chancellor for Human Health Sciences, Deans of the School of Medicine and the Betty Irene Moore School of Nursing, Associate Vice Chancellor for Equity, Diversity, and Inclusion, and UC Davis Health leaders on sexual orientation and gender identity and their impact on the status of learners, staff, faculty and patients.

1. Purpose: The Council will advise and provide recommendations to the Vice Chancellor and other leaders to help assess, plan, develop, implement, improve, and refine efforts toward meaningful LGBTQ+ initiatives and policies within UC Davis Health. These initiatives and policies will be focused on improving the identification of populations at risk for health disparity and improving the quality of prevention and intervention care for all. Members of the Council will:
 - 1.1. Focus attention on enhancing inclusion of the UC Davis Health LGBTQ+ community as faculty, learners, staff and patients.
 - 1.2. Identify and prioritize actions that will connect UC Davis Health with the community it serves regarding important LGBTQ+ issues. The Council will also work to connect with relevant LGBTQ+ serving community organizations.
 - 1.3. Identify representatives to serve on committees to develop and direct future UC Davis Health Strategic Plans.

2. Definitions: The following definitions have been adopted by the Council:
 - 2.1. LGBTQ+: Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, and all other sexual and gender minorities.
 - 2.1.1. Due to rapidly changing terminology within the LGBTQ+ community, the Council reserves the right to change the acronym in its name in the future to reflect these changes. Such motions will be communicated in a timely manner to the Vice Chancellor and other UC Davis Health leadership.
 - 2.2. Equity: Fairness in treatment of all populations, and efforts to improve outcomes for marginalized populations in order to promote this fairness. The goal of the Council is to contribute to the elimination of disparities in health by improving quality of care.
 - 2.3. Diversity: The variety of personal experiences, values, and worldviews that arise from differences of culture and human biology. Diversity as a core value embodies inclusiveness, mutual respect, perspectives and serves as a catalyst for change resulting in health equity. In this context, we are mindful of all aspects of human differences such as socioeconomic status, race, ethnicity, language, nationality, sex, gender identity, sexual orientation, religion, geography, disability and age.
 - 2.4. Inclusion: The active and ongoing engagement of all patients, learners, staff and faculty in the

context of valuing their sociocultural diversities. Inclusion is a core element for successfully achieving diversity. Inclusion is achieved by nurturing the climate and culture of the institution through professional development, education, policy, and practice. The objective is to create a climate that fosters belonging, respect, and value for all and encourages engagement and connection throughout the institution and community.

- 2.5. UC Davis Health: Includes the School of Medicine, the Betty Irene Moore School of Nursing, the UC Davis Medical Center, and the UC Davis Network and Affiliates.
3. Charge: The overall charge of the Council is to create, cultivate, and maintain an affirming and welcoming environment for all campus members and the patients they serve through:
 - 3.1. **Advising** on institutional climate, changing needs of LGBTQ+ communities, and emerging populations, regulations and trends.
 - 3.2. **Reviewing** policies, procedures, and practices that affect quality of care for patients and patient experience.
 - 3.3. **Reviewing** policies, procedures, and practices that affect employment, academic status, and quality of life for LGBTQ+ community members.
 - 3.4. **Evaluating** efforts addressing diversity of sexual orientation and gender identity through development of salient and valid metrics and through implementation and monitoring of effectiveness.
 - 3.5. **Recommending** changes to improve conditions that affect the LGBTQ+ community at UC Davis Health.
4. Function and Scope of Work:
 - 4.1. The Council serves in an advisory role and as content experts in LGBTQ+ health to UC Davis Health leadership, campus community, and the greater community. The Council will not serve in an official decision-making capacity, but their recommendations and advice will be taken into consideration.
 - 4.2. The Council Chair reports directly to the Vice Chancellor. The Council Chair will schedule quarterly meetings with the Vice Chancellor and the AVC of Equity, Diversity and Inclusion and will report on the Council's progress and recommendations.
 - 4.3. The Council coordinates with the Office of Equity, Diversity and Inclusion, on establishing and maintaining UC Davis Health as a "Leader in LGBTQ Healthcare Equality" according to the Healthcare Equality Index criteria.
 - 4.4. The Council shall:
 - 4.4.1. Address issues of diversity in sexual orientation and gender identity in the following areas:
 - 4.4.1.1. System-wide mission and goals
 - 4.4.1.2. Leadership and governance
 - 4.4.1.3. Institutional culture and climate
 - 4.4.1.4. Clinical care
 - 4.4.1.5. Recruitment and retention
 - 4.4.1.6. Education and training
 - 4.4.1.7. Research
 - 4.4.1.8. Community outreach, development and partnerships
 - 4.4.1.9. Program evaluation and performance excellence
 - 4.4.2. Share LGBTQ+ related best practices, best metrics and resources and promote

integration into quality of care standards.

4.4.3. Engage in and contribute to institutional diversity and inclusion planning.

4.4.4. Make recommendations to the Office of the Vice Chancellor about pressing LGBTQ+ issues.

5. Mission, Vision, Goals:

5.1. Mission: To systematically improve the quality of care for LGBTQ+ patients as well as the climate experienced by LGBTQ+ learners, staff, faculty and community members at UC Davis Health.

5.2. Vision: UC Davis Health welcomes, assures the safety and provides quality services for all patients, learners, staff, faculty and the broader community inclusive of sexual orientation, gender identity, and other intersecting identities.

5.3. Goals:

5.3.1. Assure the presence and inclusion of diversity in sexual orientation and gender identity in the Vice Chancellor and Dean's goals for UC Davis Health.

5.3.2. Enhance the inclusion of sexual orientation and gender identity diversity in leadership and governance.

5.3.3. Enhance education on diversity of sexual orientation and gender identity in health services and training in LGBTQ+ health care competency among all learners.

5.3.4. Ensure an institutional culture and climate that welcomes people of diverse sexual orientations and gender identities.

5.3.5. Assist quality assurance and compliance departments in providing effective responses to instances of bias against individuals regarding their sexual orientation or gender identity and any other intersecting identities.

5.3.6. Ensure recruitment, development and retention of learners, staff and faculty with diverse sexual orientations and gender identities.

5.3.7. Enhance opportunities and resources for research designed to reduce health disparities related to diversity in sexual orientation and gender identity.

5.3.8. Enhance research using community outreach, development and partnerships to address health disparities related to diversity in sexual orientation and gender identity.

5.3.9. Assure evaluation of efforts addressing diversity of sexual orientation and gender identity through development of salient and valid metrics.

5.3.10. Make ongoing recommendations about pressing LGBTQ+ issues to the Vice Chancellor, CEO of the Medical Center, AVC/Dean of the Betty Irene Moore School of Nursing, and the AVC for Equity, Diversity and Inclusion.

6. Composition and Structure:

6.1. Membership: Members are nominated by the Council and officially appointed by the Vice Chancellor.

6.2. Criteria for selection:

6.2.1. Representation of diversity in the organization.

6.2.2. Experience with coalition building.

6.2.3. History of championing and developing safety for LGBTQ+ people.

6.2.4. Modeling cultural humility across diversity.

6.2.5. Comfort in communicating on sexual orientation and gender identity topics.

6.2.6. Representation of disparate voices in the organization and community.

6.3. Member Responsibilities:

6.3.1. Serve a minimum term of one year with annual review of the membership and the possibility of reappointment by the Vice Chancellor.

6.3.2. Attend all Council meetings, as available.

6.3.3. Serve as a resource to institutional faculty, trainees, students and staff, and the surrounding community (including patients and patient relations).

6.3.4. Represent the views and perspectives of institutional faculty, trainees, students and staff, and community (including patients).

6.3.5. Assist in other duties as requested by the Council Chair and Vice Chair.

6.4. Meetings:

6.4.1. The Council shall meet once every month, no less than once per quarter.

6.4.2. Meetings shall be conducted in an open forum and records (minutes) of the proceedings will be kept and distributed to Council members.

6.4.3. All meetings will have an agenda, which will be issued to the Council members at least three business days prior to the meeting.

6.4.4. Guests and visitors may be invited on an ad hoc basis for expertise.

6.5. Task-Oriented Subcommittees: As the Council continues to define its priorities around UC Davis Health's LGBTQ+ initiatives, it will be important to develop work teams or subcommittees to focus on specific areas of need.

6.5.1. Subcommittees will be comprised of Council members as well as non- members on an as-needed basis.

6.5.2. The **Executive** Subcommittee: Will be responsible for developing an annual report of the Council's accomplishments and progress for the Vice Chancellor and Dean, and for soliciting interest and receiving nominations for new members and elected positions.

5.5.2.1 Only Council members will be allowed to join the Executive Subcommittee.

5.5.2.2 Members will be appointed by the Council Chair.

5.5.2.1 Membership consists of no less than 5 members of the Council.

6.5.3. The **Improving OUTcomes** Subcommittee: Organize the annual Improving OUTcomes Conference for LGBTQ+ Health and maintain Improving OUTcomes online resources (including websites and social media).

6.5.4. The **Transgender Care** Subcommittee: Identify providers who are committed to providing care for transgender and gender-nonconforming patients, develop protocols to streamline care and referrals, and identify educational needs in each department relating to the care of transgender patients.

6.5.5. Additional subcommittees may be created, and their goals and member lists will be communicated to the Vice Chancellor in a timely manner.

7. Council Leadership and Governance:

7.1. The Council will have one Chair position that will be elected by the Council and officially appointed by the Vice Chancellor. A nomination recommendation shall be provided by the Executive Subcommittee to the Vice Chancellor, Dean of School of Medicine, CEO, Dean of Betty Irene Moore School of Nursing, and associate Vice Chancellor for Equity, Diversity and Inclusion.

7.1.1. The ideal candidate will be a member of UC Davis Health faculty or staff

- 7.1.2. The new chair shall be elected 6 months before the current chair's term ends.
 - 7.1.3. Term limits: the newly elected chair shall serve as chair-elect for 6 months then serve as the chair for a 3-year term.
 - 7.1.4. The Chair shall become an 'Ex-Officio Member' of the Executive Subcommittee at the end of their 3-year term.
- 7.2. The Council will have one Vice Chair position that will be elected by the Council and officially appointed by the Vice Chancellor. A nomination recommendation shall be provided by the Executive Subcommittee to the Vice Chancellor, Dean of School of Medicine, CEO, Dean of Betty Irene Moore School of Nursing, and associate Vice Chancellor for Equity, Diversity and Inclusion.
- 7.2.1. The ideal candidate will be a member of UC Davis Health faculty or staff.
 - 7.2.2. Term Limits: 3 years.

VICE CHANCELLOR'S LGBTQ+ ADVISORY COUNCIL

2019-2020

Appendix 1

Members:

Chao-Yin Chen, PhD (Chair)
Paul Terry, MNA (Vice Chair)
Edward Callahan, PhD (Ex-Officio, executive committee)
Antionette "Annie" Caruso (Recruitment Analyst, executive committee)
Terri Harvath, PhD, RN, FAAN (School of Nursing, executive committee)
Joleen Lonigan, RN, MSN, NE-BC (Patient Care Services, executive committee)
Denyse Nishio, MD (UC Davis Network and Affiliates, executive committee)
Hendry Ton, MD, MS (Faculty Development & Diversity, executive committee)

Alicia Agnoli, MD
Matthew Amant (PRIDE)
Puja Chadha-Hooks, MD
Michelle Famula, MD
Cynthia Fuentes, RN
Marijo Gillen, MD
Shea Hazarian (medical student and resident program coordinator)
Laura Kester, MD
Adrienne Lawson, EdD
Scott MacDonald, MD (EMR)
Lauren Mahakian, LCSW
Bahareh "Behy" Nejad, MD
Megan Ober, RN, MS, BSN, OCN
Corey Owens MS
Swati Rao, MD
Victoria Sharpnack (public health)
Julie Weckstein, LCSW