

DICE Inventory: Implementation Team

The DICE Inventory allows strategic leaders to engage in a reflective dialogue about organization-wide diversity, equity, and inclusion efforts. The DICE Inventory is intended to be a collaborative process that can draw on talented perspectives from across the community. While a primary contact person should be designated to complete the questions for the inventory, an implementation team should be assembled to ensure a collaborative 360-degree perspective of the organization.

The implementation team should incorporate engaged individuals from across the institution to ensure all rubric questions can be effectively addressed. **Potential team members can be drawn from student affairs, academic affairs, faculty affairs, human resources, admissions, diversity and inclusion, institutional research and evaluation, the registrar, and communications, among other offices.** The institution may also consider including individuals beyond faculty and staff on the implementation team to get a comprehensive perspective of culture and climate. These other team members might include students, alumni, or community members.

Implementation team members will require knowledge of the following topics when completing the DICE Inventory:

Admissions:

- Admissions policies
- Admissions data and outcomes

Communications:

- Dean's annual address or report
- Medical school social media or regular community communications
- Communications/Initiatives that address national crises
- Visual displays of DEI in medical school physical and digital space

Curriculum:

- Curriculum and DEI related content/coursework

DEI and Community Engagement:

- Reports on recent culture/climate assessments
- Annual school DEI statistics or annual report (learner, faculty, staff demographics; recruitment and retention data)
- Harassment and discrimination reporting policies and prevention programs
- DEI related policies for learners, faculty, staff and related trainings
- Community engagement initiatives
- Policies to advocate with governments for DEI
- Policies for accommodations for individuals with disabilities

Faculty Affairs and Development:

- Diversity recruitment plan and recruiting requirements
- Promotion and tenure policies
- Leadership and professional development training offerings

- Faculty affinity groups (e.g. Women in Medicine and Science (WIMS) group, Group on Diversity and Inclusion (GDI))

HR/Finance:

- Employee FMLA policies
- Salary equity efforts
- Procurement policies

Strategic Planning:

- Mission, vision, values statements
- Strategic plan
- Definition of diversity per LCME
- Policies around leadership incentives for achieving DEI goals
- DEI goals for institution

Student Affairs:

- Student organizations and affinity groups
- Policies and programs to support student retention
- Pathway programs
- Financial aid policies
- Data fields in Student Records Systems