

**DEPARTMENT OF HEALTH POLICY AND MANAGEMENT – SEPT 2023**

**Purpose of New Action Plan Submission Form:**

This new action plan is intended to support our academic department diversity committees with the identification of goals, implementation planning, and the execution of action items over the course of the academic year. Given recent feedback and experiences of academic departments as they move through the year, moving forward we are making the following changes to the action planning process:

- Have each department focus on only three specific action items during the academic year.
- Utilize a new simplified action plan submission form that asks committees to address specific variables associated with planning and implementation during the academic year.
- Take steps to ensure shared commitment to a set of three action items; between department leadership (i.e. Chair and DA) and EDIB committees at the start of the academic year.

Within this revised approach, we want to aim for a **goal of 100% implementation of identified action items** across all academic departments during the year. The end of year Progress Reports will be focused on the three action items identified on this form. (If feasible, departments can exceed the expectation of three action items, but this is not required).

**Departmental Action Plan Items (Please Complete Chart Below):**

	<b>Action Item</b>	<b>Leadership Commitment/Approval Secured (Yes or No)</b>	<b>Lead Contact In Department</b>	<b>To Be Delivered/Implemented By, (i.e. Date)</b>	<b>List Committed Resources</b>	<b>Identify 1-2 Measures of Success</b>	<b>List of Possible Barriers to Success, if any</b>	<b>Identified Steps to Mitigate Barriers to Success</b>
1	<p><b>Leadership &amp; Institutional Systems:</b></p> <p>Overall goal: Provide student support in HPM. We will plan for the creation of a Student Advisory Group that can offer feedback and input around EDIB issues at the departmental level, and other matters as relevant to the committee or</p>	Yes	Maryam Dayib, Nancy Turnbull	June 30, 2024	Budget for food to support any in-person meetings with students	Improved exit survey feedback (longer-term), increased student participation in events, and more opportunities for informal discussions students with others in the department.	Time/capacity among committee members and limited connections with students in the wake of COVID	Up-front commitments from committee members; leveraging committee members' expertise (student facing jobs)

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	<p>departmental leadership in order to foster student wellbeing. In preparation, we will again review student exit survey data to identify any emerging needs. We will also talk with other departments about their efforts in this space.</p>							
2	<p><b>Learning Culture at Harvard Chan:</b> HPM will host two workshops, one focused on teaching and one department-wide related to discussing health equity.</p>	Yes	Julie Deland, Rachel Levitt, Gillian SteelFisher	June 30, 2024	Funds from ODI annual budget to sponsor events/seminars	Event attendance engagement/positive feedback	Timing, coordinating to complement work going on across SPH	Keeping track of student/School calendars to avoid event overlap, improving efforts to remain aware of happenings across SPH, building on successes from last year
3	<p><b>Diversity of Our People &amp; Success:</b> Continue to engage alumni in student recruitment efforts, explore pipeline opportunities to attract BIPOC and other underrepresented groups to our</p>	Yes	Maryam Dayib (alumni/BIPOC efforts), Rachel Levitt, Ellen Meara, Gillian SteelFisher (dinners)	June 30, 2024	Connections with folks who manage School-wide alumni and pipeline initiatives; funds from ODI annual budget to sponsor events/seminars	Increased event attendance (short-term); increasing the applicant pool (long-term)	<p>Pipeline barriers: heavy lift</p> <p>Dinners: student burnout</p>	Our strategy is to continue coordinating and building off of existing procedures/efforts at the School. We also plan to offer events and community dinners at strategic times to ensure they stay appealing, while

	programs, and celebrate the diverse community already in the department through continuing our Community Dinner Series.							keeping the dinners small enough for connection.
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