1. **List of UCT members and chair(s)**
   - Melissa L. Walls (Chair; Faculty Rep)
   - Susan Christensen (Staff Rep)
   - Robert Cormier (Faculty Rep)
   - Melissa McCoy (Medical Student Rep)
   - Motohiro Nakajima (Post Doctoral Rep)
   - Anna Gregoire (Medical Student Rep)
   - Larry Wittmers (Faculty Rep)

2. **Number of meetings during 2012 - 2013**
   The SMED UCT met several times during the summer of 2012 and approximately quarterly during the 2012 – 2013 academic year.

3. **2012 – 2013 Actions**
   The SMED UCT gathered quantitative and qualitative data on current perceptions regarding diversity and inclusivity within the UMN Medical School-Duluth during the Spring/Summer of 2012. Results of survey (quantitative) data analysis were shared in public UCT forum with faculty, staff, and students in June 2012. These findings were then discussed in facilitated discussion circles (qualitative) led by CCT members Pedersen, Acheson Lee, and Mokole.

4. **Summary of successes and accomplishments.**
   - Final analysis and dissemination of UCT Survey and Breakout discussion results
   - Prioritization plan for action for Regional Campus Dean Gary Davis, which resulted in formation of cultural curriculum subgroup and implementation of respectful workplace training.
   - Continued follow-up and action steps forwarded to Dean Davis

5. **Next steps – 2012-13 work. In addition, please verify who will serve on your UCT next year and if you are willing to serve as the UCT representative to the CCT.**
   The UCT will need to replace our 2nd year student representative, Melissa McCoy (Gregoire will rotate to the 2nd year position and we will ask for representation from our incoming 1st year class). Currently, plans are for the remaining UCT members to stay on the committee for the next academic year. M. Walls will continue to serve as chair and report to the campus CCT.

   Next Steps:
We will continue to address issues identified by faculty, staff, and students (see summary below) in partnership with Dean Davis.

**Breakout Discussion Recommendations/Action Items**

**Faculty:**

1. Mandated diversity training for faculty so that deeper issues can be discussed as they relate to inequity issues and climate of the school. The core question guiding this might be “What is diversity?”
2. Faculty training to address limitations in their understanding and operationalization of concepts of inclusion and diversity
3. Organize a curriculum retreat with A. Johns to examine areas of the curriculum that could focus on diversity, with the hopes of creating a multicultural curriculum.
4. Examine the type of labor in the school that is rewarded. Is it racialized or gendered? (Follow through on the presentation made by Helen Moore on the gendered academe).

**Staff:**

1. Respectful Workplace training—everyone should know what is offensive, what is permissible behavior
2. Need for better means for people to communicate if they feel unsafe—i.e., everyone should know who to go to with complaints
3. Compilation of resources for reporting or discussing an incident.
4. Support for ongoing staff discussions, perhaps regular meetings and/or a gathering place such as a break-room.

**Students:**

1. FAQs during orientation
2. Clear reporting protocol
3. Safe word in class?
4. Accountability to patients
   - When we have a patient case that is on paper, act as if that patient is real flesh and blood.
   - Hold each other accountable to what we say
5. Establish outright norms for students by students