



Diversity, Equity, Inclusion, Accessibility and Leadership Development Committee Charter

CAATE Vision	Advancing clinical practice and improving health care outcomes through promotion of excellence in athletic training education.
CAATE Mission	Serving the public and profession by establishing and ensuring compliance with accreditation standards that facilitate quality outcomes, continuous improvement, innovation and diversity to enhance athletic training education.
CAATE Values	<ul style="list-style-type: none"> • Accountability • Integrity • Leadership • Transparency • Excellence • Collaborative
Committee Purpose	The purpose of the Diversity, Equity, Inclusion, Accessibility and Leadership Development Committee is to recruit and develop the volunteers and leaders of the Commission with a deliberate emphasis on diversity, equity, inclusion, and accessibility to intentionally promote and ensure a culturally inclusive environment throughout the organization and our partner programs.
Committee Role	<ul style="list-style-type: none"> • Develop and manage a board approved and supported DEIA initiative with specific goals to enhance the diversity of our volunteers at all levels (e.g., board, committees, peer reviewers). • Conduct leadership training on Diversity, Equity, Inclusion, and Accessibility (e.g., biases, cultural proficiency, LBGTQIA+) to support and enhance organizational DEIA efforts. • Promote and ensure that a culturally inclusive environment permeates throughout the CAATE and our partner programs. • Facilitate the recruitment of competent, dedicated, and diverse volunteers to populate the board, councils, committees, workgroups, task forces, etc. • Conduct leadership development training to promote the advancement of CAATE volunteers within the organization. • Manage the nominations and elections process for all elected positions within the organization.
Chair Responsibilities	<p>The Chair of the Committee is charged specifically with the following duties:</p> <ul style="list-style-type: none"> • Keeping the CAATE President apprised of the substantive issues under consideration by the Committee, and reporting in writing to the Executive Committee within seven days of the Committee action, any policy decision or recommendation which may require Board endorsement. • Submitting to the CAATE President no later than February 1 of the following calendar year, one copy of a written Annual Report of the work of the Committee during the year just completed. • Providing written reports for CAATE Board meetings as requested. • The Committee Chair shall also serve as a Commissioner on the CAATE Board of Commissioners.
Committee Leadership	<p>Committee Chair: Jeri Zemke Committee Vice-Chair: Karlita Warren Staff Liaison: Jackie Zhang</p>

Desired Qualifications of Committee Members	<ul style="list-style-type: none"> • A minimum of two (2) years as a BOC credentialed athletic trainer in good standing with the Board of Certification (BOC) and regulatory bodies (no negative practice sanctions) OR demonstrated affiliation with a CAATE accredited program. • Current NPI number • Demonstrated leadership abilities • Demonstrated commitment to Diversity, Equity, Inclusion, and Accessibility
Committee Composition	<p>The Committee shall consist of at least six (6) voting members. Members shall serve a three-year, once-renewable term.</p>
Decision Making	<p>The Diversity, Equity, Inclusion, Accessibility and Leadership Development Committee will seek to make decisions through consensus. The Chair will make a diligent effort to engage all members in decisions. Decisions of the group should be presented to the Board Liaison for review and final approval by the Board of Commissioners.</p>
Anticipated Commitment	<ul style="list-style-type: none"> • Monthly meetings (~1-2 hours) and sub-committee work (~5-8 hours per month) • Attend one, typically in-person meeting a year (CAATE Committee Day); potential additional in-person committee meetings (as needed) in Washington DC.