



Diversity, Equity, Inclusion 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 and Leadership Development Committee is to recruit and develop the volunteers and leaders of the Commission with a deliberate emphasis on diversity, equity, and inclusion to intentionally promote and ensure a culturally proficient environment throughout the organization and our stakeholder programs.
Committee Role	<ul style="list-style-type: none"> • Develop and manage a board approved and supported DE&I 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, and Inclusion (e.g., biases, cultural proficiency, LBGTQIA+) to support and enhance organizational DE&I efforts. • Promote and ensure that a culturally proficient environment permeates throughout the CAATE and our stakeholder programs. • Facilitate the recruitment of competent, dedicated, and diverse volunteers to populate the board and various councils, committees, work-groups, 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 leadership positions within the organization. • Manage the call for nominations and vetting of applicants for the CAATE awards, with recommendations to the board.
Committee 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.
Committee Leadership	<p>Committee Chair: Toni Torres-McGhee Committee Vice-Chair: Karlita Warren Staff Liaison: Dale West, Amelia Rennie</p>

Desired Qualifications of Committee Members	<ul style="list-style-type: none"> • Current national certification and in good standing with the Board of Certification (BOC) and regulatory bodies (no negative practice sanctions) • A minimum of two (2) years as a BOC-credentialed athletic trainer • Current NPI number • Demonstrated leadership abilities • Demonstrated commitment to Diversity, Equity, and Inclusion
Committee Composition	<p>The Committee shall consist of at least six (6) voting members. The Committee chair shall be appointed by the CAATE President. Members shall serve a three-year, once-renewable term.</p>
Decision Making	<p>The Diversity, Equity, Inclusion & Leadership Development Committee will seek to make decisions through consensus. The Chair will make a diligent effort to engage all members in decisions. An official vote will be made on all accreditation action recommendations and a written record of the decision along with any objections will be created. 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 Annual Accreditation Conference – October); potential additional in-person committee meetings (as needed) in Washington DC.