Equity, Diversity, and Inclusion Task Force
Thursday, January 30, 2020
12:00 PM
A225
MINUTES

Present:	Marnie Wright, Martha Dow, Shawn Johnston, Satwinder Bains, Yalda Ahmadi, Tripat Sandhu, Lorna Andrews, James Mandigo, Jerri-Lynne Cameron, Betty Peters, Adrienne Bontuyan, Adrienne Chan; Recorder: Christina Forcier
Regrets:	Joanna Sheppard, Shelley Stefan, Alyson Seale, Emmett Gebhart, Marc Forcier, Joanne MacLean

1. MINUTES FROM PREVIOUS MEETING

1.1. Introduction of New Members
- **Lorna Andrews - Teaching and Learning Specialist (Indigenization)**
- **Betty Peters - Acting Director, Indigenous Student Centre**
- **Adrian Bontuyan - Coordinator, International Student Success**

1.2. Minutes from December 10, 2019 meeting

Approved as presented.

1.3. Action item list from December 10, 2019 meeting

Approved as presented.

2. BUSINESS ITEMS

2.1. Terms of Reference and Definitions with Working Group membership feedback

The EDI TF considered the feedback of the Working Group members and a final version was approved and will be posted on the EDI website. The next ToR review date will be November 2020.

2.2. Guiding Principles (based on Universities Canada's principles)

The EDI TF reviewed the guiding principles making edits to numbers 1 - 6. Shawn agreed to draft guiding principles for transparency, policy, and ethical behaviour. These will be added to the document and circulated for EDI TF feedback.

2.3. **Working Groups**
- **Current State of EDI at UFV**
- **Best EDI Practices in Data and Analytics**
- **Best EDI Practices in Employment Practices**
- **Best EDI Practices in EDI Education Programs - no Task Force lead yet for this Working Group**
- **Best EDI Practices in Teaching and Learning**
- **Best EDI Practices in Marketing and Communications**
- **Best EDI Practices in Research and Scholarship**

The EDI TF agreed to switch to using the term "effective practices" instead of "best practices".

Each WG will be responsible for creating a 1 or 2 sentence statement summarizing the goals of the WG. TF Leads may bring others into the WGs as needed or appropriate based on expertise. A report on the WG research findings will be due March 31, 2020 and should be submitted to Christina.

Christina will reach out to Shelley to request leadership for the EDI Education Programs WG.

2.4. **EDI Website**

Tabled.

2.5. **Next Steps for the Task Force**

Based on what we already know
- **What are some small wins we can achieve?**
- **What are some big projects we can start?**

The EDI TF agreed one of the primary goals for the TF for the Winter 2020 semester is to increase visibility and transparency of the TF and other EDI work being done on campus through:

- An informative, exciting, and inclusive EDI website
- A visual campaign (posters, brochures etc.)
- Regular communication through various channels including emails from the President, updates on the website, TF members updating others in the UFV community through opportunities like SALT, Admin-Co, Faculty Councils etc.
- Connect with different networks across campus (e.g. Indigenous Student Centre, RAN) to learn about and promote current EDI activities and initiatives.

The TF also agreed an accessible and meaningful activity/event/training to increase awareness of the EDI TF and EDI in general should be planned, and work on the development of an EDI Action Plan for UFV needs to be started.

3. DOCUMENTS TO READ AND COME PREPARED TO DISCUSS

These documents can help guide the language the Task Force uses in developing an EDI plan for UFV

3.1. UBC Canada Research Chairs Program - EDI Action Plan

This document will be included in the February meeting agenda package for discussion.

3.2. EDI Best Practices Excerpts for the Recruitment, Hiring and Retention of Canada Research Chairs

3.3. EDI at Canadian universities - Report on the 2019 Universities Canada national survey

4. NEXT MEETING

FEB 2020 - DETAILS TBC