President's Task Force on Equity, Diversity, and Inclusion (EDI TF)
University of the Fraser Valley
Terms of Reference and Definitions
January 30, 2020

A. Purpose of the Task Force

The University of the Fraser Valley is committed to supporting equity, diversity, and inclusion (EDI). The overall purpose of the Task Force is to provide leadership in creating and fostering an environment that supports and creates effective practices, policies, and pedagogy for EDI. The Task Force will make recommendations to the President with a focus on strategies to create a more equitable, diverse, and inclusive UFV. This means the identification and addressing of barriers and challenges. In order to do this, the Task force will:

a) Collect data or facilitate the collection of data that provides information on issues, barriers, practices, and networks that contribute to EDI.
b) Review existing documentation on EDI.
c) Consult with and reach out to constituencies that are not present at the Task Force.
d) Identify priorities of policy and practice that will lead to better equity, diversity and inclusion.
e) Collect data on effective practices at other institutions.
f) Provide recommendations and advice to the President on actions and strategies towards equity, diversity, and inclusion.
g) Provide recommendations that will identify effective and shared practices.
h) Develop an Action Plan, based on data collected.

We commit our institution to developing and/or maintaining an equity, diversity and inclusion action plan in consultation with students, faculty, staff and administrators, and particularly with individuals from under-represented groups[1]. We commit to demonstrating progress over time. (Universities Canada).

B. Scope

The Task Force will focus on teaching and learning, scholarship, research, and service; policies and practices; creating a welcoming and diverse workplace; and working collaboratively with the community to engage in EDI. This means all aspects of the university are involved in measures of EDI.
The Task Force will complete its work in phases. Each April, September, and December a report will be submitted to the President with the recommendations of the Task Force and a summary of the work completed in that time period.

C. Membership

The Task Force will be a working group that will form subcommittees and liaise with other working groups. The Task Force will be representative of the diversity of UFV and of the community. Members may be added as the process will allow for some flexibility.

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[1] Under-represented groups include those identified in the federal Employment Equity Act and the BC Human Rights Code – women, visible minorities, Aboriginal peoples, and persons with disabilities – as well as, but not limited to, LGBTQ2+ people and men in female-dominated disciplines.

The President will appoint members to the Task Force. This will be based on written submissions of expressions of interest. Members are appointed for a two-year term.

The group will be comprised of fifteen to twenty members:

a) President
b) Provost and Vice-President Academic
c) Associate Vice-President Human Resources
d) Legal Counsel
e) 6 - 7 faculty members
f) 3 - 4 staff members
g) 2 - 3 students
h) 1 - 2 alumni (note: in some instances, these roles may overlap. e.g. an alumni is a staff member, faculty, or administrator)

D. Co-Chairs

Two Co-Chairs will be elected or acclaimed. The Co-Chairs will serve for one year, with potential for renewal. The Co-Chairs will work with the President's Office to establish and circulate the agendas for the meetings.

E. Meetings and Proceedings

The Task Force will meet monthly or at the call of the Co-Chairs. Minutes or notes will be taken at the meetings and will be circulated prior to the next meeting. Action items will be identified for the members based on the discussions.

Administrative support will be provided by the President's Office. The Task Force may, at times, require confidential 'in camera' discussions. These discussions will not be recorded in the minutes or notes. Confidentiality of individual persons and sensitive issues will be maintained within the Task Force.

F. Decisions

The Task Force will make recommendations to the President who is responsible for making final decisions. The President may consult with Senate and/or the Board as appropriate.

G. Communications and Reporting

The Task Force will have a website housed on the President's Office page available for anyone to view and it will be regularly updated with resources and the work of the Task Force. Regular communications to the UFV community will be made through various channels and a communications plan will be developed.

H. Working Groups

Working Groups will be formed to work on specific strategic initiatives or data collection. Members of the Task Force will liaise with the Working Groups. This may include consultation with subject matter experts. Working Groups will report to the Task Force via their liaison in the Task Force and via the Co-Chairs.

I. Review of the Terms of Reference

The Terms of Reference will be reviewed annually each November.

(See Definitions on the following page)

Definitions

"*Diversity is where everyone is invited to the party. **Equity** means that everyone gets to contribute to the playlist. And **inclusion** means that everyone has the opportunity to dance.*" (University of Michigan)

Equity is a just, fair, principled approach to uphold equal treatment for all. It recognizes that while all people have the right to be treated equally, not all people experience equal access to resources, opportunities, or benefits. Achieving equality does not necessarily mean treating individuals in the same way and may require the use of specific measures to dismantle barriers.

Diversity refers to the unique and interrelated dimensions of human identity, which include race, ethnicity, gender, gender identity and expression, socio-economic status, nationality, citizenship, religion, sexual orientation, ability, age, family status, and marital status. Importantly, diversity also includes the unseen dimensions of identity, such as beliefs, ideologies, value systems, world-views, traditional knowledge and lifestyles, and personal interests. Valuing diversity involves appreciating the opportunities that stem from intercultural dynamics and plurality of beliefs and values utilizing the rich resources that exist in diverse community environments. *(Informed by Abbotsford Community Development Council; Abbotsford Community Services, 2017*)

Inclusion means that all people have the right to be respected and appreciated as valuable members of their communities. Inclusion in post-secondary education means welcoming, supporting, and resourcing all people to succeed, whether students, faculty, staff, or administrators. Inclusion in the organization means all individuals are treated fairly and respectfully, have equal access to opportunities and resources, and can contribute fully to the organization's success. (*Informed by Universities Canada; Talent Intelligence*).