Equity, Diversity, and Inclusion Task Force
Tuesday, December 10, 2019
5:00 PM
A225
MINUTES

Present:	Yalda Ahmadi, Satwinder Bains, Jerri-Lynne Cameron, Adrienne Chan (Chaired the meeting), Christina Forcier, Emmett Gebhart, Joanne MacLean, James Mandigo, Alyson Seale, Joanna Sheppard, Shelley Stefan
Regrets:	Martha Dow, Marc Forcier, Shawn Johnston, Tripat Sandhu, Marnie Wright

1. **WELCOME**

2. **MINUTES FROM PREVIOUS MEETING**

   2.1. **Minutes from November 14, 2019 meeting**

   Approved with amendment to 3.2 - it was agreed the minutes should acknowledge the discussion that took place regarding the differences between academic freedom and hate speech. Christina will update the minutes.

   2.2. **Action items list**

   Approved as presented.

3. **BUSINESS ITEMS**

   3.1. **Finalize Terms of Reference and Definitions**

   Terms of Reference were approved as presented.

   Definitions of Equity and Diversity were approved as presented. There were several amendments to the Inclusion definition and Christina will update the definition.

   3.2. **Discuss Membership Matrix and Membership Gaps**

   9 TF members submitted a self-disclosure questionnaire for helping determine the membership matrix. Shelley also provided research completed looking at other institutions and their EDI programs, focusing on who the EDI resources were intended for. The TF agreed to look into the following gaps:

   - Indigenous
   - People of colour

- Accessibility
- Males
- 1st generation peoples

Some concerns were expressed about the use of "race" in the matrix. It was noted this is an internal document and won't be shared outside of the TF, but it still raised questions about our understanding of race. Adrienne will share some informative documents about this so as a TF we can become educated on the topic.

Joanne, Adrienne, Joanna, and Christina will look at the Working Group membership list for potential additions to the TF.

The Indigenization Committee of Senate nominated Lorna Andrews to be a member of the EDI TF and Joanne will reach out to Lorna.

3.3. Development of Guiding Principles for UFV EDI Projects and Initiatives

Alyson researched different universities (local and abroad) as a starting place for establishing UFV's EDI principles. Alyson compiled 16 principles that were common themes among the universities:

Accessibility, Accountability, Community Engagement, Increased minority participation, Data gathering/metrics, Inclusion and equity principles in politics, Collaboration, Confidentiality, Intersectionality, Sustainability, Social justice, Impartiality, Procedural fairness, Diversity as an asset and strength, Inclusion is a shared ownership and responsibility, and Transparency.

The TF agreed the first step is to develop principles that will create an EDI lens with which we can assess projects and initiatives through and that these must be **definable**. Once the principles have been developed, the second step is to develop ways by which we will **measure** if the principles are being met.

The TF agreed it is important to stay committed to the 7 principles set out by Universities Canada and worked together to personalize these 7 for UFV (the group made them into 6). The document will be circulated to the TF and the TF agreed to look at these over the next month and review at the January meeting. It was suggested references to transparency, policy, and ethical behaviour may need to be added.

3.4. Working Groups

The TF agreed the ToR and Definitions are to be shared with the Working Group members, noting the TF has adopted them and to send any feedback to Christina by January 3, 2020. All feedback will be brought to the January TF meeting.

Each Working Group will have a Lead from the TF. Several TF members put their names forward to be Leads and they are indicated below. Christina will ask Martha to be Lead for the Data and Analytics Working Group, and Marnie to be

Lead for the Employment Practices Working Group. Christina will reach out to Working Group members to submit their order of preference of Working Group focus areas.

1. Audit of current state of EDI at UFV – Satwinder Bains
2. Best EDI practices in data and analytics
3. Best EDI practices in employment practices
4. Best EDI practices in teaching and learning practices – Alyson Seale
5. Best EDI practices in communications and educations programs – Yalda Ahmadi
6. Best EDI practices in research – Jerri-Lynne Cameron

3.5. EDI Website

The TF discussed the need for an informative, exciting, and inclusive EDI website. Emmett will draft an engaging "intro" for the website - this will be the first thing someone sees when arriving at the webpage. It will be shared for TF feedback once it is ready.

Shelley will share EDI website research engaged in and the TF will discuss this research at the January meeting to put together ideas for UFV's EDI website. The website will go live in January with the understanding it is an ever-evolving project. TF members agreed to have their names and photos on the website.

4. NEXT MEETING

TBC