

**Equity, Diversity, and Inclusion Task Force**  
**Thursday, November 14, 2019**  
**5:00 PM**  
**Friesen House**  
**MINUTES**

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

**Regrets:** Martha Dow, Shawn Johnston

**1. WELCOME AND INTRODUCTIONS**

**2. MINUTES FROM PREVIOUS MEETING**

**2.1. Minutes from October 23 meeting**

The minutes were approved as presented.

**3. BUSINESS ITEMS**

**3.1. Draft Terms of Reference (ToR) - 30 minutes**

Committee edits to the draft Terms of Reference will be made with track changes and shared as part of the next agenda package.

The committee noted the Terms of Reference are formal, and while it's important to have these, the committee would also engage in informal work on some of the easier and more obvious tasks – eg. updating forms. It was suggested a list of guiding principles be drafted, so when engaging in a project we can look at it through an EDI lens.

**ACTION:** Christina to share the Harvard Presidential Task Force on Inclusion and Belonging Final Report as it may assist the EDI TF with developing its own principles.

**ACTION:** Christina to reach out to Laura Authier regarding a file sharing program that could be used for the TF to work on ToR and other working documents.

**3.2. Discuss Definitions - Equity, Diversity, and Inclusion - 30 minutes**  
**- page 3 of draft Terms of Reference document**

Committee edits to the draft definitions will be made with track changes and shared as part of the next agenda package.

A discussion followed surrounding the differences between academic freedom and hate speech. The EDI TF agreed a university should encourage debate based on evidence of good science, but it should "do no harm".

### 3.3. Gaps in Membership - 15 minutes

The EDI TF agreed the best way to help determine membership gaps is for members to complete a self-disclosure form based on the the diversity definition agreed to by the group in 3.2.

**ACTION:** Adrienne, Joanna, and Christina to create a self-disclosure survey to be completed by EDI TF members to create a matrix for identifying membership gaps.

**ACTION:** Adrienne to reach out to the Chair of the Indigenous Committee of Senate to ask how they would like to be included in the work of the Task Force.

### 3.4. Working Groups - 30 minutes

The EDITF discussed possible Working Group topics and suggested the following:

1. Audit of current state of EDI at UFV (including current internal data collection) – what are the strengths on campus? What are the barriers?
2. Best EDI practices in data and analytics
3. Best EDI practices in employment practices
4. Best EDI practices in teaching and learning practices
5. Best EDI practices in communications and education programs
6. Best EDI practices in research

Each Working Group will have a leader/liaison from the Task Force. The purpose of the Working Groups is to make recommendations to the Task Force.

It was agreed the research of the Working Groups will help UFV develop meaningful bystander training, so everyone on campus knows what to do when they see something that does not contribute to an equitable and inclusive campus.

This discussion will be continued at the next meeting.

**ACTION:** Christina to share the audit tool James found for assessing EDI current state.

### 3.5. Meeting Schedule - 5 minutes

**ACTION:** Christina will send out a poll to create a regular meeting schedule for the Winter 2020 semester.

**4. RESOURCES FOR DISCUSSION**

- 4.1. Article: University Affairs  
<https://www.universityaffairs.ca/news/news-article/most-universities-report-having-equity-diversity-and-inclusion-plans-but-challenges-remain/>
- 4.2. Universities Canada Report - Equity, Diversity, and Inclusion at Canadian Universities - Report on the 2019 National Survey
- 4.3. Article: Diversity Work in Contentious Times
- 4.4. Article: Diversity within Diversity
- 4.5. RAN Report - Building Anti-Racist and Inclusive Communities at UFV

**5. NEXT MEETING**