



The President's Diversity and Equity Committee

Meeting Particulars:

Date: October 18, 2018 **Time:** 1:00pm – 3:00pm
Purpose: Committee meeting **Meeting Lead:** Dr. Alan Davis
Attendance:

Alan Davis	President & Vice Chancellor / Chair	
Romy Kozak	Director of Diversity	
Joseph Thorpe	KSA Queer Students Rep & VP Finance & Operations	
Caitlin McCutchen	KSA Women's Rep & President/VP External Affairs	
Ann Marie Davison	Biology Faculty	KFA appointee
Jenna Afanasiff	Events & Communications Specialist, FSO	BCGEU appointee
Valerie Newton	APPD – Instructional Associate	BCGEU appointee
Len Pierre	Manager, Indigenous Services	

Caroline Lillico	Confidential Assistant to the University Secretary	
Ruth Fraser	Director, Services for Students with Disabilities	
Magdalena Mot	Student Success Coach, School of Business	
John O'Brian	KSA Advocacy Coordinator	
Josephine Wong	KSA Marketing and Communications Coordinator	
Jewelless Smith	KSA Policy Coordinator	

Guests:

Sal Ferreras	Provost & Vice President, Academic	
Alex Alva Dimas	HR Business Partner, People Relations	
Kelsi Thier	HR Business Partner, People Relations	

Regrets:

Josephine Chan	Special Assist. to the Provost on Policy & Ac. Affairs	Provost designate
Joshua Mitchell	Senior Director, Student Affairs	VP Students designate
Abby Thorsell	Associate Vice President - Human Resources	
David Burns	Senate Vice Chair	
Wayne Tebb	Special Advisor to the Provost	Academic Council rep.
Sarah Strachan	KSA Aboriginal Students Rep	
Munir Dossa	KSA Students of Colour Rep	
Jasika Rai	KSA Mature Students Rep	
Vacant	KSA Students with Disabilities Rep	
Renu Seru	Counsellor	KFA appointee
Joanne Saunders	Executive Director, Marketing and Recruitment	Professional Staff
Teresa Smith	Manager, Organizational Development	
Gina Buchanan	Senior Director, Educational Development	
Deborah Carmichael	Special Advisor, International	
Murdoch de Mooy	KSA VP University Affairs	

Minutes

1. The meeting was called to order at 1:00pm.
2. Guest Presentation – Dr. Sal Ferreras “2023 Academic Plan”
 - Dr. Kozak provided a handout which highlighted specifics of the Academic Plan 2023 targeting PDEC issues and concerns. (Attached)
 - Dr. Ferreras spoke to the individual goals and how they relate to PDEC. The overall goal is targeting student success, and this is achieved in various ways:
 - Adopt principles of Universal Design Learning (UDL) into all learning and public environments and strive to eliminate barriers to educational success;
 - Advance teaching practices by focusing on diversity and the range of considerations educators have available to excel in teaching.
 - Increase diversity in the international student body.
 - Increase Indigenous knowledge and participation.
 - Dr. Ferreras was thanked for his presentation and was invited back at a later date to provide an update on how the roll out of the 2023 Academic Plan is proceeding.
3. Approval of Agenda
 - Guests Alex Alva Dimas and Kelsi Thier were welcomed. Len Pierre, the new Manager, Indigenous Services was welcomed as a regular member of the PDEC Committee.
 - Add to item #8
 - v) 16 Days of Activism (KSA);
 - vi) University Budget request (A. Davis)
4. Approval of September 13, 2018 Minutes – approved as circulated.
5. Follow up on Action Items:
 - a. PDEC Sponsorship Applications
 - Letters to successful and unsuccessful applicants are complete. Dr. Kozak has also followed up with those individuals needing further explanations.
 - Dr. Davis followed up with F. Wittington-Walsh regarding her event.
 - A question had arisen regarding external catering for one of the events. Dr. Kozak indicated that PDEC is not sponsoring the funding for food or catering; however, in some cases, waivers should be considered in deference to working with diverse communities.
 - b. Name Usage in OSS Timetable
 - No new info from HR. Dr. Kozak will continue to follow up. **ACTION**
 - c. PDEC Attendance at CCDI Events
 - Dr. Kozak was informed that KPU is no longer a member of CCDI as of July 2018. HR will fund two PDEC members to attend the UnConference. Any other administrative members interested in attending should contact HR. HR will also provide funding for PDEC members to take any of the CCDI webinars; those wishing to do so should contact Teresa Smith, Manager, Organizational Development in HR (teresa.smith3@kpu.ca). Combined participation (one digital feed) is encouraged.
 - d. 2019 Multicultural Calendar print copies
 - The calendars will cost about \$9.00 each. Dr. Kozak will follow up with Dr. Donahoe to make a co-purchase. **ACTION**
6. Director of Diversity Report
 - Dr. Kozak attended Senate Standing Committee on Program Review (SSCPR) as well as an Academic Council meeting to present regarding PDEC.

- Dr. Kozak also had follow-up meetings with the SSCPR Chair and IAP staff regarding the self-study guide which is undergoing revision. More meetings are to follow.
- Dr. Kozak attended a presentation from SFU on a Intercultural Awareness/Global Awareness courses. The courses were of considerable interest to some KPU areas such as International, and are available for purchase for \$5,000.
- There are ongoing discussions with IAP and HR.
- Wayne Tebb will be joining PDEC as the Academic Council representative.
- It would be ideal to have an individual from KPU International to have a presence at PDEC meetings. Dr. Kozak to follow up. **ACTION**
- Dr. Kozak is planning on hiring a work-study student for 10 hours per week to support a stronger PDEC digital media presence.

7. Ongoing/Open Items

a. PDEC Priorities/Work Plan 2018/2019

- Dr. Kozak circulated the draft 2018/2019 Work Plan and provided a breakdown on relevant portions of Vision 2023 that are applicable to PDEC interests.
- All PDEC Members are requested to review the draft work plan for discussion at the next meeting.
- Goal #5 – Increase in Indigenous participation at KPU – Dr. Davis to follow up with Dr. Ferreras to ensure a consistent approach. **ACTION**
- Goal #7 – This goal suggests it's timely to review PDEC mandate. **ACTION**
- Goal #8 – PDEC webpage could be a repository for information about diversity initiatives and strategies.
- Goal #3 – Accessibility – A member indicated that the change tables in the washrooms near the Conference Centre need to be reinforced. As well, these washrooms should also have an auto-open button installed.

Andrew Chisholm, Executive Director, Facilities Services will be invited to a PDEC meeting to speak more on issues of accessibility at the KPU campuses. **ACTION**

8. New Business

a. PDEC Meeting structure

- An email requesting Agenda items/area reports will be sent to everyone one week in advance of the Agenda being distributed.
- It's suggested that we could have standing reports from individuals on the committees.

b. Policy HR16 – Employment Equity

- Dr. Kozak reviewed this policy and while the rationale is relevant, the language is outdated. As well, the measures it provides are not measurable as KPU is not collecting the necessary data required for the measures.
- A. Dimas spoke to the measures as indicated in the policy. Currently KPU is not capturing the information, but if we did, it would have to be done at time of hiring, and the information would have to be voluntary.
- This policy will need some rewriting and PDEC would like some input. Dr. Davis will discuss with Abby Thorsell, AVP, Human Resources. **ACTION**

c. Accessibility at Convocation

- The current practice is that all people attending convocation complete a registration form and include their accessibility requirements there.

- Dr. Kozak will speak with Keri van Gerven to have further considerations addressed by the Convocation Committee. **ACTION**
- d. 16 Days of Activism – C. McCutchen
 - KSA has set aside 16 days (November 25 to December 15) to do a series of events at KPU. (Handout provided at the meeting is attached)
 - KSA would like PDEC and KPU's support in these events by way of recognition and participation. Dr. Davis will discuss with Marlyn Graziano, VP External Affairs regarding the online presence and promotion of these activities. **ACTION**
- e. University Budget Request– A. Davis
 - The PDEC budget requests for the next fiscal year will be as per this past year.
- 9. Upcoming Events/Challenges and Success Stories
 - October at KPU. Dance. People. Culture – M. Mot
 - Ms. Mot indicated that her event went quite well, but she expected more turnout. The first event was held in the Main Building Atrium, and the second event was held in the new Spruce Atrium location. The Spruce building was quite lovely, but didn't have the traffic of people as the Main building has. Overall, she was pleased with the event's outcome and will be submitting a final report soon.
- 10. Next meeting – November 29th – 1:00pm – 3:00pm in the Cedar Building Boardroom.
- 11. Adjournment – 3:00pm