



The President's Diversity and Equity Committee

Meeting Particulars:

Date: November 10, 2022 **Time:** 1:00pm – 3:00pm
Purpose: Committee meeting **Meeting Lead:** Dr. Alan Davis

Attendance:

Dr. Alan Davis	President & Vice Chancellor / Chair	
Romy Kozak	Director of Diversity	
Amy Jeon	Senate Vice Chair	
Josephine Chan	Special Ass't. to the Prov. on Policy & Acad. Affairs	Provost designate
Jenna Smith	Specialist, Community Engagement & Major Events	BCGEU appointee
Salma Husain	Testing Administrator, ATS	BCGEU appointee
Ann Marie Davison	Faculty, Biology	KFA appointee
Diane Purvey	Provost & Vice President, Academic	
Stephanie Howes	VP, Students pro tem	
Joshua Mitchell	Associate Vice President, Student Affairs	VP Students designate
Lesli Sangha	KSA VP Student Life/Students with Disabilities Rep	
Mustafa Mohammed	Manager, Learning Technology Systems Operations	
Trina Prince	Manager, Equity, Diversity & Inclusion, HR	
Alberta Mwangi	EDI Advisor, Human Resources	
Sarah Olson	EDI Advisor, Human Resources	
Asma Sayed	Chair, Task Force on Antiracism	
Iain Hunter	Director, Facilities Services	
Natalie Wood-Wiens	Manager, Indigenous Services for Students	
Natasha Campbell	Faculty, Foundations in Design; Marketing	
Magdalena Mot	Student Success Coach, School of Business	
John O'Brian	KSA Advocacy Coordinator	
Amrita Uppal	Confidential Assistant, KPU International	
Caroline Lillico	Confidential Assistant to the University Secretary	

Regrets:

Samantha Jack	Indigenous Students Council	
Fiona Whittington-Walsh	Faculty, Sociology	
Lynda Beveridge	Director, Counselling Services	
Teresa Smith	Senior Manager, Org. Dev. and Employee Exper.	AVP, HR designate
Shelley Boyd	Dean, Faculty of Arts	Academic Council Rep
Tanya Boboricken	Faculty, Mathematics	KFA appointee
Shalini Vanan	Manager, Sports, Recreation & Health Promotion	
Jeff Yip	Web Content Writer, External Relations	Professional Staff rep.
Cherylynn Bassani	Faculty, Sociology	
Carole St. Laurent	AVP, KPU International	

Manmeet Kaur	KSA Women's Representative	
Armaan Dhillon	KSA President & International Students Rep	
Jeremy Law	KSA Social Justice and Equity Committee	

Minutes

1. The meeting was called to order at 1:00 pm by Dr. Davis who welcomed everyone and provided a territorial acknowledgement.
2. Approval of Agenda – A. Davis.
 - a. The Agenda was approved as circulated.
3. Approval of the October 13, 2022 Meeting Minutes.
 - a. The Minutes were approved as circulated
4. Follow up on Action Items from previous meeting:
 - a. Preferred Names on Parchments update – R. Kozak
 - i. No update at this time. Will report back at the next meeting. **ACTION**
 - b. Cultural Headdress at Convocation
 - i. Policy Revision – J. Chan
 1. R. Kozak provided a brief overview from last meeting regarding why the Policy needs to be reviewed. J. Chan will look into this and report back. **ACTION**
 - ii. Mortarboard Alternative – A. Davis
 1. No update at this time. Will report back at the next meeting. **ACTION**
5. Reports from PDEC Members
 - a. Teaching and Learning – M. Mohammed
 - i. They are working on adding avatars for Moodle. It's not quite ready yet. As well, Moodle will be upgraded soon which will allow more customization.
 - b. Human Resources/EDI Action Planning – T. Prince
 - i. Work has begun with the Diversity Institute from Toronto Metropolitan University. This is the project in relation to the accommodation policy, employment equity policy, and administrative search policies. They are looking forward to the consultations process that they will oversee when it comes to the policies.
 - ii. Relearning Gender is being offered November 18th if anyone would like to attend. They are also creating an online (Moodle) version of Relearning Gender that should be available early 2023.
 - iii. EDI Action Plan – They had a great meeting with the Steering Committee earlier this week. Another revision is being worked on. Recommendations will be shared with all employees with the opportunity to provide feedback in January. They will have final dates and details by the December PDEC meeting.
 - iv. Community Guidelines – will be presented later in the Agenda.

- v. 50/30 Challenge – they are working closely with OPA to collect information from the senior management and Board.
 - vi. Work is really beginning to increase as the team grows. They have been approached to help with a few search committees, having great conversations in HR as well as about EDI practices.
- c. Accessibility Services/Counselling – J. Mitchell
- i. L. Beveridge provided an update which was included in the Agenda package and J. Mitchell provided a briefing as follows:
 1. Accessibility Services is gearing up for another intake for the Spring semester.
 2. Work on revisions for Policy ST14 and 15 is underway; the team is engaging in consultations.
 3. Counselling Services is fully staffed at this time and they are implementing a new intake model which is speeding things up for students. Essentially, students have their follow up appointments within a week of intake.
 4. A joint project with Counselling Services and Accessibility Services is underway in which some faculty are engaged in some research involving International Students with respect to mental health and accessibility needs.
- d. Disability Inclusion Group – AM Davison
- i. The group is attempting to get some information on the KPU Accessibility Committee (as mandated by Accessible BC Act). They know that two students have been assigned to this committee, but they are wondering about how faculty representation is going to be chosen.
 - ii. The group discussed issues regarding the exemption from MULTIPASS for students with disabilities. Some of the KSA members on DIG raised concerns about exemptions being denied for people who have legitimate reasons to be exempted and some concerns about the process applying for those exemptions. L. Beveridge and M. Williams will be following up on this.
 - iii. The group is still following up on their accessible event planning guide. T. Prince had advised the group that Diversity Institute from Toronto Metropolitan University has been contracted and can help them with some of their policies.
 - iv. Accessibility in the classrooms is another issue the group is concerned about – classrooms are rather tight, and people with mobility devices are having difficulties accessing many classrooms. The group has invited the University Space Officer to attend a meeting in the future to discuss the concerns.
 - v. The group is concerned that the curb cut which was installed around the Gathering Place is a bit hazardous for people walking in that area. I. Hunter explained that Facilities receives guidelines on Universal Access Design by the Rick Hansen Foundation; however, he'll look into this to see if something can be resolved.
- e. Indigenous Services – N. Wood-Wiens
- i. They are working closely with the Future Students Office and have some recruitment events planned which will happen in March.
 - ii. Gathering our Voices event – all spaces had filled within minutes.

- iii. They've received another 8 Chromebooks for students from an Indigenous organization.
 - iv. They are working closely with Advancement office and major events for the Giving Tuesdays Campaign. An announcement about this event will be coming out on Today@KPU on November 29th. Gayle Bedard will be involved in the event and an Indigenous Fine Arts student has created the artwork for this campaign.
 - v. The University of Saskatchewan has now released the report that they commissioned regarding Indigenous Identity Fraud. <https://www.cbc.ca/news/canada/saskatchewan/new-independent-university-report-tackles-indigenous-identity-1.6639470> . Some institutions have already implemented policies to address this in their institution.
 - vi. The Indigenous Dialogue Series – Hold the date of November 30th as tentative. More information will be shared as it comes available. This presentation will be by the Kwantlen First Nation.
- f. Office of Antiracism – A. Sayed
- i. As everything is still very new and in the early stages, there isn't a great deal to report on. They are still understanding what the Office's particular needs might be and what kind of budget they'll be working with.
 - ii. It is anticipated that they'll be offering workshops to begin with. These workshops were in high demand when offered by the Task Force, and were very well received.
 - iii. Dr. Sayed is hoping to provide more information at the December meeting.
- g. Pride Advocacy Group – R. Kozak
- i. The group is receiving submissions for the PAG award which needs to be allocated before March 31st. So far several nominations have been received.
 - ii. An event is being planned on November 25th in conjunction with Trans Day of Remembrance. Dr. Kozak will send out the details as soon as possible.
 - iii. At their next meeting, the group presented with a first draft of findings from Dr. Tara Lyons' research project on 2SLGBTQIA+ KPU students' experiences. Dr. Kozak is looking forward to Dr. Lyons presenting the December PDEC meeting.
 - iv. The student video project is moving ahead, and they have scheduled November 18th and 22nd for filming.
 - v. Maddie Knickerbocker is creating a permanent version of the Queer Histories of North America course that she taught last summer in the History Department.
 - vi. There is a posting up for Faculty time releases to develop classroom specific 2SLGBTQIA+ training for instructors working with students in the classroom environment. It's sort of furthering the workshop that Trina offers, specifically addressing tools and tips for working in the classroom with students.
- h. Policy Review – J. Chan
- i. J. Chan provided an update which was included in the Agenda package.
 - ii. In addition, J. Chan advised that the Provost office has been working quite hard over the last couple of months on a couple of policy revisions, including student academic integrity, academic renewal, academic standing, complaint resolution.

There are about eight sets of them, so they're in the midst of finalizing the first set of preliminary drafts and they're hoping to embark on a broader consultation across the university starting late next week. They'll be reaching out to key parties that have either opted in on the phase one process or that they've identified. The drafts will be on WordPress so that the university community will have an opportunity to see the drafts and provide feedback on WordPress.

- i. Facilities Services – I. Hunter
 - i. Facilities is engaging in many infrastructure projects, but just to highlight a few:
 1. The elevator project at Richmond and Surrey – The Cedar building only has one elevator and they've been working on a contingency for when the elevator goes down. For this situation, they're looking at a potential stair lift.
 2. The Birch building washroom design is complete and now procurement is selecting a general contractor. It'll probably start up by February or March.
 3. The Hands-Free Door project at Richmond is underway for all exterior doors. The parts have been ordered and contractor selected.
 4. The Tim Horton's Cafes have installed height accessible touch screen menu boards.
 5. Lori Scanlan has been working with T. Prince on an accessibility equity checklist for room bookings and event planning. All of this will be incorporated in Facilities TDX system.
 6. The Free Menstrual Products installation project will be targeting every washroom at KPU. A dispenser has been selected that provides multiple products which are nonproprietary. The pilot project will initially target all public washrooms on the main floor of all buildings to start and then they'll expand out to other floor levels.
 7. As the snow and ice season is coming up, I. Hunter wanted to remind everyone that the Facilities Teams are up at 5:00 am making sure the campuses are truly accessible inside and out. Please show our staff some appreciation when you see them slogging with their shovels.
6. Director of Diversity – R. Kozak
 - a. Dr. Kozak reported working with Billeh Nickerson from the Faculty of Arts and Natasha Campbell from the Wilson School of Design to provide advice to the Office of Advancement. They've asked for them to consult about the language that's used in a number of descriptions of awards. Some terminology may need to be changed, but as the language in the award descriptions is at the discretion of the donors, it seems more important to confirm that SAFA will be understanding key terms in inclusive ways (e.g. it should be obvious that "women" includes trans women).
 - b. Dr. Kozak also reported being contacted by students with concerns who don't know where to go or how to approach a concerning issue, e.g. outdated information on trans identity being shared in class materials. A future EDI office would be one way of providing students with an outlet to help address such concerns.
 - c. The JEDI Awards application period will be open again soon, on December 10th. Nominations will be received up until February – exact date to be determined.
7. New Business

- a. PDEC feedback on draft Community Guidelines – T. Prince
 - i. T. Prince advised they had incorporated feedback from the previous meeting and the revised Community Guidelines are included in this Agenda package.
 - ii. These guidelines can be used for any kind of gathering – meetings, committee meetings, events, etc. The intent is to create a safer space for everyone.
 - iii. T. Prince advised these guidelines have already been approved by senior management and they're now looking to PDEC for support and approval.
 - iv. The committee engaged in a fulsome discussion and provided further feedback. I. Hunter suggested that the guidelines can also be included in the Facilities TDX Room Booking so that people are reminded about them and make it a part of every event. T. Prince asked that if anyone has any other feedback to please email them.
 - v. T. Prince will update the Community Guidelines and bring to the December PDEC meeting.
- b. PDEC reflections on TFA Report – A. Sayed
 - i. Dr. Sayed reminded committee members that we would bring this forward to the November meeting as members didn't have sufficient time to review the document before the October meeting. She is welcoming any feedback committee members have on the report and findings.
 - ii. Dr. Sayed reported that some instructors have assigned the report as a reading exercise in their classrooms. She is very happy that the report is part of classroom discussions.
 - iii. The Task Force web page is still up, but the Office of Antiracism will be having their own web page in the future.
 - iv. The committee discussed several points and engaged in a rich discussion.
- c. PDEC Appointees to Accessibility Committee – R. Kozak/T. Prince
 - i. T. Prince and R. Kozak followed up on a question posed by DIG – which is what is happening with the KPU Accessibility Committee
 - ii. R. Kozak reported that PDEC has been asked to appoint two representatives to this committee. These individuals may be from PDEC and/or DIG. One important part of their role would be to report back to PDEC and DIG about the committee's activities.
 - iii. L. Sangha nominated Ann Marie Davison to be on this committee.
 - iv. R. Kozak requested PDEC members email them by next Friday, November 19th, any other nominations. Send them to PDEC@kpu.ca
- d. Policy/Procedures HR15 – Recommendation for review/formation of revision team – R. Kozak
 - i. Dr. Kozak received a notice about the upcoming revision to HR15 and is required to respond by November 30th if any changes are needed.
 - ii. Dr. Kozak will recommend that significant changes need to be made for both policy and procedures.
 - iii. Members agreed that there should be a subcommittee created to work on these draft changes – T. Prince, J. Chan, S. Howes, N. Wood-Wiens all volunteered to work on this committee.

8. Challenges and Success Stories – deferred to next meeting
9. Adjournment – the meeting adjourned at 3:03pm.
 - a. Next meeting – December 8, 2022, 2022– 1:00-3:00 p.m.