

TERMS OF REFERENCE

Equity, Diversity, Inclusion and Indigenous Reconciliation Committee

Definitions¹

Equity – A condition or state of fair, inclusive, and respectful treatment of all people. Equity does not mean treating people the same without regard for individual differences.

Diversity – A term used to encompass the acceptance and respect of various dimensions including race, gender, sexual orientation, ethnicity, socio-economic status, religious beliefs, age, physical abilities, political beliefs, or other ideologies.

Inclusion – The extent to which diverse members of a group (society/organization) feel valued and respected.

Colonialism—The practice or policy of control by one people or power over other people or areas, often by establishing colonies and generally with the aim of economic dominance. In the process of colonisation, colonisers may impose their religion, language, economics, and other cultural practices. The foreign administrators rule the territory in pursuit of their interests, seeking to benefit from the colonised region's people and resources.¹

Racism—The belief that groups of humans possess different behavioral traits corresponding to inherited attributes and can be divided based on the superiority of one race over another. It may also mean prejudice, discrimination, or antagonism directed against other people because they are of a different race or ethnicity.

Discrimination—Treating someone unfairly by either imposing a burden on them, or denying them a privilege, benefit or opportunity enjoyed by others, because of their race, citizenship, family status, disability, sex or other personal characteristics.

Systemic or institutional discrimination—Consists of patterns of behaviour, policies or practices that are part of the social or administrative structures of an organization, and which create or perpetuate a position of relative disadvantage for racialized persons. These appear neutral on the surface but, nevertheless, have an exclusionary impact on racialized persons.

Oppression—The malicious or unjust treatment or exercise of power, often under the guise of governmental authority or cultural opprobrium. Oppression may be overt or covert, depending on how it is practiced. Oppression refers to discrimination when the injustice does not target and may not directly afflict everyone in society but instead targets specific groups of people.

¹ Source: [Canadian Race Relations Foundation Glossary of Terms](#)

Acknowledgement of Traditional Land

I (we) wish to acknowledge this land on which the University of Toronto operates. For thousands of years, it has been the traditional land of the Huron-Wendat, the Seneca, and the Mississaugas of the Credit. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.

Purpose of the EDI&IR Committee

The Equity, Diversity, Inclusion and Indigenous Reconciliation (EDI&IR) Committee at the Lawrence S. Bloomberg Faculty of Nursing is part of the Faculty's strategy to build structures and processes that are sustainable and ensure engagement with diverse groups, including students, faculty, staff, alumni, clinical partners, and nurse leaders. The EDI&IR Committee's efforts will also align with the broader University's work to combat anti-Black racism as well as to advance the University's calls to action for the Truth and Reconciliation Commission of Canada (TRC). Indigenous Peoples (i.e., First Nations, Métis, and Inuit) are rights-holding as First Peoples of Canada. This Committee will promote communication and accountability as well as provide a breadth of equity-, diversity-, and inclusion-related knowledge and expertise to inform the Faculty's ongoing equity and inclusion initiatives. The Committee will recommend changes for Bloomberg Faculty of Nursing policies, processes and practices, and advise other standing committees on initiatives to address current and emerging issues.

This Committee functions in an advisory capacity to amplify the diverse voices of those who have historically faced obstacles in society. The EDI&IR Committee will facilitate the exchange of information and ideas with its constituencies in matters of promoting EDI&IR at the Faculty. The EDI&IR Committee will also work to review and prioritize activities for the successful achievement of the short-, mid-, and long-term goals identified in its annual report. Through its co-chairs, the EDI&IR Committee will report directly to Faculty Council, the governing body of the Lawrence S. Bloomberg Faculty of Nursing, as a standing committee.

Membership

To offer multiple perspectives and insights, the EDI&IR Committee will reflect the different constituencies of the Bloomberg Nursing community, namely, students, faculty, administrative staff, alumni, clinical partners, and nurse leaders. The EDI&IR Committee should be diverse in its membership with representation from groups historically and currently excluded from university governance. The EDI&IR Committee will use a supportive, diversity-seeking approach to membership in an effort to ensure representation from different populations and perspectives, particularly from groups that have been underserved because of their diversity. All Committee members must have received Indigenous cultural competency and /or Indigenous cultural safety training and, when

addressing Indigenous issues, use Indigenous rights-based approaches and First Nations, Inuit and Metis distinctions –based approaches.

Voting members will include students (undergraduate and graduate), faculty, staff, alumni, and clinical partners. One faculty or staff member of Bloomberg Faculty of Nursing and one student (graduate or undergraduate) shall act as Co-Chairs of the Committee. The Dean of the Faculty of Nursing and/or designate will be ex officio non-voting members.

Objectives/Responsibilities

1. To advise and provide strategic guidance, consultation and recommendations to the senior management team, other Faculty Council’s standing committees, and student governments on matters related to EDI&IR;
2. To review, monitor and evaluate policies and identify gaps and core strategic priorities relevant to the Faculty’s EDI&IR goals, leading to recommendations for changes to advance equitable access to programs/services;
3. To facilitate transformative learning opportunities for faculty, staff, and students that build the Faculty’s capacity to understand and engage in anti-colonialism, anti-racism, anti-discrimination and anti-oppression activities;
4. To systematically address Indigenous reconciliation in a dedicated, respectful, meaningful and culturally safe way that recognizes Indigenous reconciliation and any matters pertaining to Indigenous Peoples (i.e., First Nations, Inuit and Métis) as unique and distinct from EDI&IR issues;
5. To seek guidance and support from senior administrative leaders and Equity offices at the University, as needed, with regards to dismantling systemic barriers, and addressing existing practices that are harmful/discriminatory;
6. To ensure the Faculty address and implement the recommendations (or “calls to action”) outlined in the University of Toronto (UoT) Truth and Reconciliation Committee Steering Committee Report of 2017 in ways that are respectful, meaningful and culturally safe to Indigenous peoples;
7. To communicate broadly on EDI&IR issues related to nursing education, research, and practice with constituents of the Faculty of Nursing’s community of students, faculty, staff, alumni, clinical partners, and nurse leaders who share social justice and equity goals to solicit feedback;
8. To plan and record short-, mid-, and long-term goals through an annual report and provide regular updates to Faculty Council on the development and recommendations for EDI&IR strategies; and
9. To act as a central planning hub for tracking EDI&IR initiatives across all Bloomberg Faculty of Nursing operations (e.g., academic programs, clinical placements, research, student services, and hiring practices)

Meetings

There will be a minimum of four scheduled meetings per year with frequency determined by the Committee. Meeting dates and times will be scheduled at the start of each academic year. While the amount of time may vary throughout the academic year, meetings generally will be scheduled for one hour on a monthly basis. Additional time to review materials prior to meetings may involve 1-2 hours per month. Committee meetings shall be open to other members of the Lawrence S. Bloomberg Faculty of Nursing community with advance notice of interest to attend submitted to the Chair in writing. The Committee shall have the right to hold meetings in camera or to move in camera.

Rules of Order

Unless otherwise expressly provided, the Committee will conduct meetings in conformity with the Rules of Order of the Governing Council. In matters that are not provided for by the Rules of Order of Governing Council, Bourinot's Rules of Order will govern.

Voting

For the first academic year, a quorum will consist of 50% of members. At the end of the first academic year, the Committee will determine whether this is working and viable or whether the quorum should be revised. Unless otherwise provided for, all questions that come before the Committee shall be decided by two-thirds majority of members present and voting.

Rules of Procedure

Selection of Inaugural Members to the EDI&IR Committee in its first year, the selection of members will be made by an EDI Working Group, commissioned by the Dean of the Lawrence S. Bloomberg Faculty of Nursing.

Selection/Appointment Procedures

With the exception of the first year of the EDI&IR Committee, the selection process for members (including the two Co-Chairs) will be determined by the current membership and in consultation with Faculty of Nursing constituent groups, such as the Nursing Undergraduate Society (NUS) and the Graduate Nurses' Student Society (GNSS) which represent all undergraduate and graduate nursing students, respectively, at the Lawrence S. Bloomberg Faculty of Nursing. Selection of members of the EDI&IR Committee should ensure a diverse representation of various groups, especially those who have historically faced obstacles in society and been excluded from university governance. Members should possess personal perspectives, professional experiences, and community affiliations that will allow them to understand different populations and perspectives, particularly from groups that have been underserved because of their diversity.

Membership of the EDI&IR Committee should be comprised of faculty, staff, alumni, students, clinical partners, and the Dean (or designate) as ex officio. Other members may be selected based on their

interest and knowledge of EDI&IR, Indigenous Peoples and communities that have been underserved; ability to research/discuss/uncover EDI&IR issues within the Lawrence S. Bloomberg Faculty of Nursing and advise Faculty Council on strategies to overcome systemic barriers; liaise and listen to other constituents, and raise awareness of ideas, concerns or suggestions related to reconciliation, anti-discrimination, and belonging; and availability to attend and actively participate in meetings throughout the academic year. All Committee members must have received Indigenous cultural competency and /or Indigenous cultural safety training and, when addressing Indigenous issues, use Indigenous rights-based approaches and First Nations, Inuit and Metis distinctions –based approaches. Wherever possible, membership recommendations of the EDI&IR Committee will be made by consensus. Final approval of the recommended membership rests with EDI&IR Committee Co-Chairs. Selection of members must be completed and reported by the Co-Chairs to the Dean of the Faculty of Nursing by the end of September of each year. When a complete list of all Committee members' names has been compiled it will be distributed to all Committee members.

Terms of Office

Members other than student representatives of the Committee will serve for two years with the potential for a one-year renewal, after the initial two-year appointment, as the committee transitions to ensure that there is never more than 50% turnover in membership. Student membership will be for a period of either one or two years, with the potential for a one-year renewal, at the discretion of the student and Co-Chairs. The term for student representatives will begin October 1 and end June 30 each year. The term for all other committee members for Faculty Council will begin July 1 and end the following June 30 each year. Should any member be unable to complete the term, the Committee shall declare the seat vacant and may appoint a temporary representative from the individual's constituency to complete that member's term.

Agenda Setting

The Co-Chairs will have responsibility for monitoring and coordinating agenda matters. The agenda will be distributed to Committee members at least one week in advance of meetings to review and approval of the agenda will occur at the start of each meeting. A matter which does not appear on the agenda may only be introduced at the start of each Committee meeting. The mover shall briefly indicate reasons why the matter should be introduced. Members present will determine if the item will be added to the agenda. Matters may be introduced for consideration in the following ways:

- by written communication to the Co-Chairs.
- at the start of a Committee meeting under "New Business".

Record Keeping

Official minutes of the Committee will record motions, resolutions, and decisions, the names of movers and seconders and the outcome of voting. The minutes will also include a brief account of the information presented and arguments for and against substantive issues and copies of documentation presented to the Committee. The content of and decisions made at *in camera* meetings of the

Committee will be recorded separately and kept in a confidential file which will be maintained by the Secretary of the Equity, Diversity, Inclusion and Indigenous Reconciliation Committee.

Orientation of New Members

New members of the Committee will be provided with an orientation package which shall include a copy of the Lawrence S. Bloomberg Faculty of Nursing's constitution, by-laws and minutes from the previous year. The Chair shall ensure that an orientation session is held prior to the first Committee meeting to orient members to the history, purpose and procedures of the Committee.

All new members of Committee members must receive Indigenous cultural competency and /or Indigenous cultural safety training and, when addressing Indigenous issues, use Indigenous rights-based approaches and First Nations, Inuit and Metis distinctions –based approaches.