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<b>SUBJECT</b>	<b>DRAFT Terms of Reference for a Working Group to draft a Joint Board and Senates Policy on Equity, Diversity and Inclusion (JBS-EDI)</b>
<b>SUBMITTED TO</b>	People, Community and International Committee
<b>MEETING DATE</b>	June 1, 2020
<b>SESSION CLASSIFICATION</b>	Recommended session criteria from Board Meetings Policy: OPEN
<b>REQUEST</b>	For information only - No action requested

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<b>LEAD EXECUTIVE</b>	TBD
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**EXECUTIVE SUMMARY**

The attached sets out Draft Terms of Reference for a working group to be established to develop a policy statement that can be agreed upon and approved by all of the governing bodies of the University, that will set out its values of mutual respect, diversity, inclusion, and equitable treatment. The draft is presented for feedback from Committee members, with the anticipation that it will be discussed at the upcoming joint meeting of Board and Senate Committee Chairs in June, and approval by the Board at their July meeting.

While a number of Board and/or Senate policies are in place at the University governing academic freedom, student behaviour, and responses to alleged incidents of discrimination, the [UBC Statement on Respectful Environment for Students, Faculty and Staff](#) has not been approved by any of UBC's governing bodies and is an executive policy. This working group is tasked with determining and deriving an acceptable policy statement that both Senates and the Board can approve, that sets out the values of the University Community.

The possibility of establishing such a group was discussed at the Joint Meeting of the Board and Senate Committee Chairs held on September 12, 2019. Since that time, the Senate Academic Policy Committee in Vancouver also established a working group to review the Senate's Academic Freedom Policy.

These Terms of Reference build on a previous draft of Terms for a Joint Board and Senate Committee on this subject prepared collaboratively by University Counsel Hubert Lai, and Director of the Senate Office, Christopher Eaton. The attached version recasts this group as a policy working group as opposed to a Joint Board and Senates Committee. While the previous draft called for four representatives from each of the Board and the two Senates, the composition proposed for the working group includes *ex-officio* members from the administration to provide their experience and expertise.

This draft was reviewed on May 13<sup>th</sup> by the Chairs of Senate Academic Policy Committees, the Chair of the Senate Ad Hoc Committee on Academic Diversity and Inclusion and the Chair and Vice-Chair of the Board of Governors People, Community and International Committee and the Vice-Chair of the Property Committee. The Senate Ad Hoc Committee on Academic Diversity and Inclusion will be recommending the establishment of such a group in its final report to the Vancouver Senate in May, and the Senate Academic Policy Committees and Senates will meet in June/July to review the same. Should any changes or edits be suggested by the Senates, an updated version of the Terms will be brought to the Committee at their September meeting.

1. Draft Terms of Reference for a Working Group to draft a Joint Board and Senates Policy on Equity, Diversity and Inclusion (JBS-EDI)

## **Draft Terms of Reference for a Working Group to draft a Joint Board and Senates Policy on Equity, Diversity and Inclusion (JBS-EDI)**

**PURPOSE:** To develop a policy statement that can be agreed upon and approved by all of the governing bodies of the University, that will set out its values of mutual respect, diversity, inclusion, and equitable treatment.

**RATIONALE:** While a number of Board and/or Senate policies are in place at the University governing academic freedom, student behaviour, and responses to alleged incidents of discrimination, the [UBC Statement on Respectful Environment for Students, Faculty and Staff](#) has not been approved by any of UBC's governing bodies and is an executive policy. This working group is tasked with determining and deriving an acceptable policy statement that both Senates and the Board can approve, that sets out the values of the University Community to effectively guide those who are not members of the community, yet who seek to use its spaces to advance their ideas and endeavours.

### **OBJECTIVES:**

1. To explore the creation of a joint Board/Senates EDI (equity, diversity & inclusion) policy to highlight the values of substantive equality, inclusivity, diversity, and mutual respect in the context of our University environment. This will allow for these important values to be considered at a governance level.
2. To identify appropriate scope of such a framework. This includes contemplation of what should not be included in this framework (ex: matters dealt with in the collective agreement), areas where this framework should supersede, complement, or strengthen other frameworks such as the UBC Statement on Respectful Environment for Students, Faculty and Staff.
3. To ensure that the joint policy acknowledges its tangency with other University policies (e.g., Senate Policy on Academic Freedom, Student Code of Conduct) and provides a framework for decision-makers to take any incongruencies into account.
4. To draft or provide direction on the drafting of this policy and oversee a consultation of the draft with the UBC community, consider the feedback from the UBC community, and adjust the proposal as appropriate.
5. To recommend a draft policy for adoption by both Senates and the Board.

## COMPOSITION

The composition of the working group shall be set out as follows, with at least one graduate student being included from among the selected Senate or student representatives:

- 2 Senators from Vancouver\* as selected by the Vancouver Senate
- 2 Senators from Okanagan\* as selected by the Okanagan Senate
- 2 elected faculty members (1 Vancouver, 1 Okanagan)
- 2 student representatives\*\* (1 Vancouver, 1 Okanagan)
- People in administrative roles that would need to use this Policy as Ex-Officio:
  - 1 person from Equity and Inclusion
  - 1 representative from HR
  - The Advisor to the Provosts on Academic Freedom
  - 1 representative from Ombudsperson's office

\* The Chairs of the Academic Policy Committees on either campus or their designates should be included in the members from the Senates.

\*\* As designated by their representative student unions.

## PROCEDURES

The Committee should select a chair and a vice-chair from amongst its members.

The Chair (or, in the Chair's absence, the Vice-Chair) should have the authority to set the meeting schedule (at least once per month), to chair the meetings of the committee, and to determine the procedure that will govern the conduct of the committee's meetings, subject to appeal to the committee.

The Senate Secretariat should provide administrative support to the EDI working group including scheduling meetings, arranging rooms, etc. If the EDI committee wishes to have assistance with drafting, the Office of the University Counsel should provide a lawyer with the appropriate skill set to do so.

## PROPOSED TIMELINE (Dates subject to change)

- May – Draft Terms of Reference reviewed and next steps identified
- June – joint Board/Senate meeting, share draft ToR
- June/July – finalized ToR approved by PCI Committee and Board and Senate Academic Policy Committees
- August/September – filling membership, election of faculty member representatives
- October – Meetings begin
- October-December – Policy Drafting
- January - Checking back in with PCI Committee and Senate Academic Policy Committees including sharing a draft and consultation plan
- February-March – Draft out for broad community consultation

- April – Committee reviews draft in response to community consultation
- May/June - Recommendation of policy from PCI Committee and Senate Academic Policy Committees
- June - Approval at full Board
- September - Approval at full Senates

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