



POLICY 8.12

TERMS OF REFERENCE

Equity, Diversity, and Inclusion Committee

POLICY INTENT

This policy defines the roles and objectives of the Equity, Diversity, and Inclusion (EDI) Committee.

POLICY RESPONSIBILITY

Council

POLICY

Role

- 8.12.01 The committee is a standing committee formed by council to develop ideas and mechanisms that improve and encourage the awareness and visibility of EDI as core values of AUSU.
- 8.12.02 This committee uses policy 2.18 Equity, Diversity, and Inclusion as its guiding document.

Authority

- 8.12.03 The Equity, Diversity, and Inclusion Committee is a standing committee with the authority to:
- a) request information from any source that the committee deems appropriate in the support of their roles and responsibilities; such requests shall be forwarded by the primary chair of the committee to the executive director who will determine the best way to obtain the required information;
 - b) request funds from council to support their activities and utilize any granted funds in the manner outlined in the request; and
 - c) make recommendations to council on anything which falls under the committee's role.

Responsibilities and Objectives

- 8.12.04 The committee will identify the specific EDI needs of AU undergraduate students.

- 8.12.05 The committee will aid the executive committee in their efforts to advocate on identified issues for the needs of AU's underserved and underrepresented students.
- 8.12.06 The committee will support the creation of initiatives brought forward by the AUSU Indigenous Circle.
- 8.12.07 The committee will identify and support the creation of sub-committees, for example Students with Accessibility Needs.
- 8.12.08 The committee will inform and support the executive committee's annual EDI Report Recommendations.
- 8.12.09 The committee will strive to apply an EDI lens to all current and future policies and procedures to ensure that these values are embodied in governing documents.
- 8.12.10 The committee will review and edit the AUSU style guide annually to ensure that the guide promotes inclusive language when it is used for the formatting of all AUSU documents and publications.
- 8.12.11 The committee will review this Term of Reference, as well as policy 2.18, annually, and recommend changes to council to ensure it remains relevant and meaningful.

Membership

- 8.12.12 The membership of the committee shall be comprised of the following:
- a) a member of executive as chair;
 - b) a minimum of four councillors, including executive councillors, as voting members;
 - c) up to three voting members-at-large as per policy 2.07;
 - d) the executive director as non-voting ex-officio member; and
 - e) a total membership of a minimum of four and a maximum of eight voting members.
- 8.12.13 The secondary co-chair shall be selected from the voting committee members by a vote during the first meeting.
- 8.12.14 The secondary co-chair's role will be to support the executive chair in the creation of meeting agendas, as well as providing support in the creation of reports, if needed.
- 8.12.15 Membership must consist of a majority of councillors as voting members as per policy 2.11.

Meetings

- 8.12.16 The committee shall meet no less than quarterly (every 3 months) by teleconference.

Reporting

8.12.17 The primary co-chair of the committee shall provide a written report of the committee's activities at the end of each quarter, or within 3 days of a request by the executive committee. The secondary co-chair will provide support with the report, if needed.

8.12.18 Each report shall include the following:

- a) information about all meetings held since the last report (including a list of attendees of the meetings, as well as topics discussed at the meetings);
- b) a list of each work item the committee addressed, and details of the committee's contribution;
- c) updates on current projects; and
- d) upcoming items the committee will be addressing.

RELATED REFERENCES, POLICIES, PROCEDURES AND FORMS

This Policy References

AUSU Policy 2.07 Council Governance: Member Representatives on AUSU Committees
AUSU Policy 2.11 Council Governance: Committee Governance
AUSU Policy 2.18 Council Governance: Equity, Diversity, and Inclusion

This Policy is Referenced by:

None

Forms:

None

POLICY HISTORY

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