

Terms of Reference

Academic Advisory Committee on Equity and Diversity

Role

The University of Victoria is committed to providing our students, faculty and staff with a safe, healthy, supportive and respectful environment in which to live, work and learn. The Equity and Human Rights office (EQHR) plays a central leadership role in equity, diversity and human rights programs and initiatives. EQHR is a source of expertise and vision, and collaborates and coordinates programs with other university units and offices.

The role of the Academic Advisory Committee on Equity and Diversity (the Committee) is to help vision and shape the implementation of equity, diversity and inclusion at UVic by serving as a key consultation point for all major equity, diversity, and human rights initiatives and programs that relate to Faculty, Librarians and the academic environment. The committee is a venue for information sharing between faculties and units with the goal of developing shared practices that promote equity and diversity within and across units and the institution. Committee members are key conduits to their faculties and/or units and are responsible for sharing information about initiatives discussed at the Committee.

Objectives

Membership of the Committee will work collaboratively together to:

- 1) Share information about equity and diversity work with each other and disseminate information beyond the Committee as appropriate;
- 2) Provide guidance and advice on key EQHR initiatives and other institutional equity and diversity initiatives upon request;
- 3) Work towards shared practices, communication, language and initiatives on campus while cultivating a diversity of approaches.

Structure

The committee Chair is the Director, Equity and Human Rights.

An administrative professional from Equity and Human Rights will support the committee.

Members of the committee will include:

- One representative of each academic department or unit.
- Representative(s) from each academic caucus and advocacy group such that a diversity of perspectives and experiences are represented. Groups include: Minority and Indigenous Women's Network, Academic Women's Caucus, Indigenous Academic Advisory Council, and members of the Faculty Association Executive with diversity, equity and/or disability experience. Representatives from new groups will be added as appropriate.

- Administrative leaders with academic equity, diversity and related responsibilities (e.g. Director, LTSI; Sexualized Violence Prevention and Education Coordinator; AVP Faculty Relations and Academic Administration).

The Committee will prepare an annual report on its work that will be shared on the EQHR website and through other means as Committee members determine appropriate.

Operation

Meetings:

- The Committee will meet at least bimonthly over the academic year (September through June). The Chair may cancel meetings or call additional meetings as required.
- The Chair will set agenda items for discussion and may invite Committee members to assist or provide further information to the Committee as required.
- Participation will normally be in person.
- Summary records of meetings will be kept and disseminated to members.