

Equity, Diversity, and Inclusion Taskforce		
Parent Policy:	<i>Union Bylaw</i>	
Related Policies:	<i>Equity, Diversity, and Inclusion Advocacy Policy</i>	
Enacted:	<i>September 22, 2020</i>	
Amended:	<i>N/A</i>	

History

The Students' Union collectively represents tens of thousands of undergraduate students at the University of Calgary who represent innumerable identities and diverse backgrounds. To ensure the Students' Union is appropriately equipped to include and advocate for all the students it represents, an EDI Taskforce was struck in the 78th SLC to create a mechanism to hear from students regarding their needs and lived experiences. The creation of this Taskforce was a recommendation included in the Equity, Diversity and Inclusion Advocacy Policy, passed by the 77th SLC. Both the Taskforce and the Advocacy Policy reaffirm the SU's commitment to the values of equity, diversity, and inclusion.

Definitions

Equity means the ongoing process or approach taken by the Students' Union to acknowledge the barriers to diversity and inclusion and actively work to address and mitigate these barriers.

Diversity means the outcome of the presence of uniquely identifiable individuals or groups of individuals.

Inclusion means the outcomes of tangible actions taken to welcome and value the presence, ideas and identities of diverse individuals or groups of individuals.

Equity, Diversity and Inclusion ("EDI") means the combined total of the definitions of Equity, Diversity and Inclusivity as a single, cohesive element.

Simple Majority refers to a formal vote which requires the support of a minimum of 50 per cent + 1 of the votes cast to succeed.

Super Majority refers to a formal vote which requires the support of a minimum of two-thirds of the votes cast to succeed.

Taskforce describes a work group structure where members hold specific expertise, knowledge, or lived experience, and are brought together to achieve specific outcomes and objectives, with the understanding that the group will be disbanded once the deliverables are completed.

Traditionally Marginalized Groups refers to those excluded from mainstream social, economic, cultural, or political life. Examples of marginalized populations include, but are by no means limited to, groups excluded due to race, religion, ability, political or cultural group, age, gender identity, sexual orientation, or socioeconomic status.

Vulnerable Discussion refers to discussion topics involving the lived experiences, feelings, and opinions shared by individuals during meetings, and requires participants to engage with one another respectfully.

Authority

- (1) 1 Section 3 (1) (i) of the *Equity, Diversity, and Inclusion Advocacy Policy*, passed by the 77th SLC, recommended the creation of an EDI Taskforce “to identify the specific EDI needs of undergraduate students and potential courses of action by the SU to improve services and programs”.
- 2 The EDI Taskforce is not a subcommittee of SLC, and does not have the authority to make binding decisions for the SU. The Taskforce exists through the will and recommendation of the 78th Vice President Student Life, and serves to provide information and recommendations to advise the Vice President.

Mandate

- (2) 1 The Taskforce shall:
 - (a) Identify EDI considerations and needs of diverse undergraduate students;
 - (b) Identify potential courses of action that could be undertaken by the SU to better meet these needs and support diverse students;
 - (c) Deliver final recommendations to the Vice President Student Life to help information future decision-making and improve EDI outcomes at the SU.

Membership

- (3) 1 The Taskforce shall be composed of:
 - (a) Vice President Student Life, as Moderator;
 - (b) Vice President Operations and Finance, as co-Moderator;
 - (c) At least ten currently enrolled undergraduate students;
 - (d) Students’ Union General Manager or designate (non-voting);
 - (e) University of Calgary Vice-Provost Equity, Diversity, and Inclusion (honorary, non-voting); and
 - (f) University of Calgary Vice-Provost Indigenous Engagement (honorary, non-voting).
- 2 Taskforce members shall be appointed by virtue of association, with the exception of student members as identified in Section 3 (1) (c), who will be appointed by the Vice President Student Life based on the criteria found in the published application form.
- 3 Appointments to the Taskforce shall be for the duration of the Fall and Winter terms of the 2020-2021 academic year, beginning in October 2020 and ceasing in April 2021.
- 4 Any student position vacancies may be filled at the discretion of the Taskforce in January 2020.

Quorum

- (4) 1 Quorum shall consist of:
 - (a) The Moderator or co-Moderator; and
 - (b) A majority of appointed student members.

Duties of the Moderator

- (5) 1 The Moderator shall:
 - (a) Moderate all meetings of the Taskforce;
 - (b) Maintain order and create space for members to participate in vulnerable discussion;
 - (c) Ensure all members and guests who indicate they would like to speak to a topic are recognized, prior to the conclusion of discussion or call for a vote;
 - (d) In advance of each meeting; assign one member to share their personal land acknowledgement to begin the meeting;
 - (e) In advance of each meeting; assign one member to record the minutes of the meeting;
 - (f) Remove individuals from the current meeting and/or future meetings if they act against the spirit of the Taskforce, or otherwise prevent constructive and vulnerable discussion from occurring;
 - (g) Prepare and distribute any relevant written materials at least two business days in advance of Taskforce meetings;
 - (h) Provide a verbal report to SLC after each meeting of the Taskforce, and produce and present a year end report of the Taskforce's recommendations to SLC in April 2021.
- 2 In the absence of the Vice President Student Life, the Vice President Operations and Finance shall serve as Moderator.

Duties and Responsibilities of the Taskforce

- (6) 1 The Taskforce shall investigate, create and provide a list of recommendations to the Vice President Student Life concerning how the SU can better address the needs and concerns of undergraduate students regarding topics related to equity, diversity, and inclusion on campus.
- 2 When present at a meeting of the Taskforce, all those present in the room share responsibility for:
 - (a) Creating space for, and contributing to, honest and vulnerable discussions;
 - (b) Treating all people present at the meeting with respect and compassion.
- 3 Members of the Taskforce shall be prepared to fully participate in meetings and are expected to review and be familiar with materials distributed in advance of Taskforce meetings by the Moderator.

Meeting Protocol

- (7) 1 Taskforce meetings shall be open to all members of the campus community.

- 2 Any guests in attendance at a Taskforce meeting may participate in each discussion item of the agenda, after members have had the opportunity to speak.
- 3 Guests may make presentations to the Taskforce only if invited to do so by the Moderator in advance of the meeting.
- 4 The Taskforce shall meet, at minimum, once a month from October to April, or as necessary at the discretion of the Moderator.
- 5 The Moderator is responsible for scheduling an agreeable meeting time, once applicants for Taskforce membership have been confirmed.
- 6 The Moderator is responsible for distributing the agenda and meeting materials to the Taskforce at least two business days in advance of any meetings.
 - (a) All Taskforce agendas will include a Roundtable Discussion as a final item to provide members with an opportunity to share their thoughts, feelings, and ideas that resulted from the topics discussed.
 - (b) Meeting agendas may be amended through a Simple Majority vote of the Taskforce.
- 7 The Moderator shall designate one member responsibility for recording meeting minutes in advance of each meeting, and this responsibility will be rotated through Taskforce members throughout the duration of the Taskforce.
- 8 All recommendations to the Vice President Student Life require a Super Majority vote of the Taskforce prior to their inclusion in the final report.
- 9 The Moderator shall be responsible for maintaining records of Taskforce meetings and decisions.
 - (a) Members of the campus community may request copies of Taskforce agendas and meeting minutes by emailing the Vice President Student Life.
 - (b) Meeting materials of the Taskforce shall be retained by the SU after being provided by the Moderator.

Reporting

- (8) The Moderator of the Taskforce shall provide a verbal report after each Taskforce meeting to SLC at the following SLC meeting.
- (9) The Vice President Student Life and the Vice Present Operations and Finance shall co-present a written report to share the Taskforce's recommendations with SLC in April 2021.

Amendment History: *N/A.*