**EDI Committee Meeting 1 Minutes**

29 July 2020, 10:00am PDT

Zoomscape

Chair: Sara Stevens (she, hers)

Members in attendance: AES (she, hers), CM (she, hers), CO, DL, ZA (she, hers), JB

Not in attendance: IR

Agenda Overview

Introductions

Committee agreement -- how will we work?

Membership -- how will alums join? Do we have the right people?

Setting the scope of our goals: i.e. Prolonged Urgency

Consultations with SALA constituencies

Transparency and accountability

Other business?

Minutes

1. Introductions:
	1. SS
	2. CM
	3. ZA
	4. AES
	5. CO
	6. JB
	7. DL
2. Committee agreement -- SS proposed and the committee discussed:

Online working format suggestions:

* 1. Turn on your video.
	2. Turn off your video if you need to step away, it’s okay.
	3. Deeper discussion of this committee as a Space to share/ confidential space - we agree to work ‘in camera’ when the subject at hand requires it; and when speaking about opinions of people outside the group, maintain confidentiality (not saying whose opinion you’re talking about); we also see the need for transparency in our group’s deliberations so will generally work with the assumption that meeting content will be minuted and shared and will acknowledge when those rules need to shift to allow safe discussion of sensitive topics
	4. Acknowledge and respect people’s pronouns.

Working process suggestions:

* 1. SS proposed: Recognize this work is hard and there is lots to do, respect others’ perspectives, build trust within our group, share the air (let others talk, practice active listening), call in rather than call out.
	2. SS proposed: Deliberative democracy format (based on participatory inclusion, procedural equality and access to information) -- In the abstract, the committee preferred consensus (CM) as the basis for our method; the committee acknowledged that when consensus is not possible we can make space for multiple opinions without the need to suppress conflicting views.
	3. Committee acknowledges that there might be times when will we need anonymous voting, or when we want to acknowledge split decisions based on categories (students, faculty, staff, alums). Still in the abstract for now.
1. Membership -- how will alums join? Do we have the right people?
	1. Committee discussed how to include alumni representation.
	2. DL: First we need to define the scope of committee, and what the workload will entail for new members
	3. DL: Alumni members could serve a guest role, role doesn’t have to be consistent for every meeting, could be more flexible
	4. CM: Important to develop a system for gathering feedback with SALA students and alums, perhaps through an online form
	5. AES volunteered to help set up such polls through UBC’s Qualtrics
	6. CM: Anonymous student input is important, also casual input
	7. Committee agreed that having current students (perhaps also faculty and staff) vote on alumni reps to committee would be fair, given that we can’t ‘gate-keep’ an alumni voting forum
	8. Discussion of how many slots should be allotted to alums.
	9. SS: Alums can participate in other fora: through Outreach or Student Affairs, etc. Don’t need to see this committee as their only option.
	10. Committee agreed that the process of requesting nominations from alum through organic process (eblast, social media, etc.) then having students (perhaps faculty staff too) vote would be strongest
	11. Committee agreed that 2-4 alumni seats on the committee is ideal. CM thought 2 max or committee simply gets too big.
2. Setting the scope of our goals: i.e. Prolonged Urgency
	1. SS: Next meeting will work on this topic of setting goals.
	2. SS: Some work will be delegated to other committees: example would be reporting structure for student concerns, complaints, when there are power imbalances such as student/professor. This committee can’t do it all.
	3. CM: This might need to stay with EDI committee. Further comment from CM that developing a reporting structure with multiple channels is important. Communicating those channels is also key--through eblast, through programs, through course syllabi.
	4. Next meeting will look at: What do we want to achieve this summer, in T1, T2?
	5. Next meeting will look at: How do we imagine this work being shared with other committees?
	6. Next meeting will look at: How do we envision the longer-term goals? (Short term, middle term, long term)
3. Next meeting will look at: Consultations with SALA constituencies and communicating our efforts
4. Next meeting will look at: Transparency and accountability
	1. Minuting meeting -- does this task rotate? What standards do we want to set? How will minutes be shared?
	2. Other forms of communication with SALA -- share work in eblast, on SALA website, how to manage this workload
5. Other business
	1. SS: Patrick Stewart seminar has low enrolment, is it due to conflicts or lack of interest or plates simply too full? Response was conflicts and too full plates and discipline specificity (KO: too much ARCH, not written to include LARC)
	2. SS: FaFa reading list in the works; ZA: added also book club
	3. SS: One role of committee is to support and amplify work of NOMAS and FaFa
	4. For discussion at next meeting: JB suggested perhaps all of committee or all of SALA should complete National Panel on Research Ethics “TCPS Core 2 Tutorial,” an introduction to the 2nd edition of the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans.*
		1. <https://tcps2core.ca/welcome>
6. Next meeting: Wednesday August 5, 2020, 10am-12pm
	1. Working session, longer than usual
	2. Will focus on Goal-setting for year and process for transparency/accountability
	3. Work between now and next meeting
		1. Action item: SS to set up Shared google doc to work through response to student letter from June 5, point-by-point
		2. Action item: SS to set up Google drive/folder for sharing resources, articles, etc
		3. Action item: SS to share info on New York Review of Architecture event tomorrow on student-led open letters to N.Amer. schools of architecture and forum for discussing what should be next steps
		4. CM: Space/Race reading list had many suggestions that weren’t accessible online--can FaFa reading list include copies/links? ZA: Yes, in the works. JB: Research Methods course will have session with Paula Farrar, SALA librarian, which could expand to include FaFa reading list and/or book club suggestions. CM: perhaps a good chance to diversify/expand library collection.