**EDI Committee Meeting 7 Notes**

In lieu of meeting March 22/29, 2023

Equity Scan

* At the last SALA Meeting on March 16, 2023, we included an info sheet (attached) outlining what an Equity Scan is and what the process will be and spoke to it briefly at the meeting. No questions were asked in the meeting and I haven’t received anything subsequent to it.
* I will move forward with the consultant to put together a schedule of activities. I might discuss your openness to being involved as needed during the process both for the EDI Committee perspective but also student perspective.

Strategic Plan Update

* At the Feb 16, 2023 SALA Meeting, we divided the Faculty and Staff up into 3 groups to weigh-in on the text of the Strategic Plan thus far. From that, the Director and Tam are working on creating a forward that addresses some of the feedback and a conclusion/next step to bookend the document. Once that work is done, we hope to be able to share it and get some feedback from this group/students.

Awards Process Update

* At the last SALA Meeting on March 16, 2023, we included an info sheet (attached) and spoke to a pilot plan we have with some of our Awards in response to the letter from Students/Alumni about the Awards process.
* We will be rolling out shortly about 8-10 of our grad awards that we feel could be an application-based process versus a closed-door faculty making the choice process. Those students/grads who feel they qualify and would like to be considered would apply and outline why they feel they fit the award. We will open it up for all of April for applications and then an internal staff committee will put forward to the faculty group those that meet the criteria, for their consideration/choice.

Discuss April Meeting Date

* Av will be sending out a when2meet poll to determine the best day (April 12 or 19) and time for our next meeting.

**EQUITY SCAN FAQ**

16 March 2023

**What is an Equity Scan?**

An equity scan is a tool that an organization can use to assess how well their systems, services, and processes contribute to an equitable, inclusive, and diverse (EDI) workplace. An equity scan will enable SALA to characterize gaps between current and desired states; locate barriers, gaps or oversights in policies, procedures, and practices that impede faculty, staff and students; and, define benchmarks for measuring progress toward goals.

When paired with engagement, an equity scan will also help SALA learn the nuances of how our policies, procedures, and practices are perceived by those directly impacted by them and answer key questions such as:

Are our systems working as we intended? Who’s benefitting from them? Who isn’t benefitting from them? Can we identify root causes, levers for change, and practical solutions?

**Why are we undertaking an Equity Scan?**

Equitable systems and inclusive experiences create the conditions that nurture and sustain diversity. SALA has committed to equity, diversity, and inclusion (EDI) and taking the necessary actions to create the structures and the culture that foster dignity and belonging in its work and learning environments. Additionally, we have had two public calls from students and alumni to undertake an Equity Scan to benchmark where we are, and from which to set our EDI goals.

**Who have we chosen to work with?**

Following consultation on and off campus, SALA’s EDI Committee has recommended **Melanie Matining Consulting**. This choice was made for a variety of reasons, a few being; her experience with post-secondary environments; her firm is small, nimble and Vancouver-based, and able to bring in other collaborators when needed. Her work was recommended for its collaborative, inclusive, and practical solution-oriented process.

**What is that process?**

***Phase 1 (min 2mo)***

Relationship-Building & Process Design - Alignment, Onboarding, Design

***Phase 2 (min 2mo)***

Engagement & Assessment – Methodology & Feedback, Stakeholder Engagement, Assessment & Information Gathering

***Phase 3 (min 2mo)***

Data Synthesis - Data Review, Data Interpretation

***Phase 4 (min 1mo)***

Insights & Recommendations – Preliminary Themes & Validation, Final Reporting

**What scope has Melanie Matining Consulting recommended?**

Employee Experience – we will begin the scan here engaging with faculty and staff

* Hiring + Retention including job postings
* Faculty Evaluations – ARPT, Merit/PSA
* Job postings
* Internal documents (handbooks, onboarding materials, policies, procedures)

Student Experience – this will engage with students and student groups

* Admissions
* Grading practices
* Course evaluations
* Awards process
* Student groups
* Outreach materials (website as an example)

**What is the intended outcome?**

A baseline report from which to direct organizational accountability, growth, and impact;

and to identify a pathway for improvement over appropriate time periods.

**GRAD AWARDS – adjudication process adjustment FAQ**

16 March 2023

**Why adjust the Grad Awards nomination and adjudication process?**

Last fall, we received letters from students and alumni expressing ‘unease regarding the lack of racial diversity among awards recipients.’ To paraphrase, this correspondence brought to the fore a lack of transparency, and with that potential blind spots and biases, around SALA’s awards nomination and adjudication processes. It further argued that awards were embedded in a larger racial equity issue within SALA and that a look at awards was one important initial step to be taken. SALA committed to investigating this concern and improving the transparency of our award adjudication process and practice. This correspondence and SALA’s response to it is posted on the EDI blog.

**What is the desired outcome?**

Greater transparency around awards, and representation by deserving students, who may not otherwise be considered, among the award winners. Ultimately, we would like our awards to represent proportionately, our student body which is 50% people of colour.

**Why now?**

Awards will be part of the Equity Scan. However, we felt that waiting another year to initiate progress was not acceptable. We will assess what we learn from a pilot and adjust as needed for future years in parallel with the equity scan project.

**Which Awards have we chosen to pilot this adjustment process?**

To pilot this process, we have selected 8, of 30 grad awards given, that have criteria that are specific yet also more subjective than a quantitative measure of academic performance. These are:

Alpha Rho Chi Medal

Randle and Kathryn Iredale Scholarship in Architecture

Judah Shumiatcher Memorial Award in Architecture

Vaughn Berg Memorial Prize

UBC Architecture Alumni Henry Elder Prize

John Gaitanakis Prize in Architecture

Marsh-Patterson Scholarship

Carolyn Donnelly Book Prize

**How will this new process be piloted?**

We have modelled this on an application-based process that we just used for the new Joyce Drohan Travel Award. Criteria for the award would be published and students who felt that they met that criteria would apply through Qualtrics responding to the criteria in their application. If a faculty member or fellow student felt that someone should apply, they would encourage that student to apply. This process would also accept nominations, but only from fellow students as it may put faculty in a conflict of interest if they nominate. The student being nominated would need to initiate or accept a nomination. Applications would then be pre-assessed by staff for completeness and applicability to the criteria. A short-list of candidates would then be put forward for consideration to the program-specific awards selection committee.