

TERMS OF REFERENCE

Faculty of Architecture and Planning - Equity, Diversity and Inclusion Committee

The Faculty of Architecture and Planning is committed to recognize and address racism, sexism, xenophobia and other forms of oppression within academia and the professions of architecture and planning. Further, the Faculty recognizes historic normalization of oppressive politics, segregation, and community disempowerment, which continues within our disciplines today.

Purpose:

The Equity, Diversity and Inclusion (EDI) Committee serves as an advisory body to support the Faculty in enhancing equity, diversity and inclusion in curriculum, research, recruitment, and administrative duties. It serves students, faculty and staff of the Faculty of Architecture and Planning by promoting a culture of equity, diversity, and inclusion.

Reporting and Accountability:

As a standing committee of Faculty Council, the EDI Committee will report to the Faculty at each Faculty Council meeting. The committee will also serve as an advisory body to the Dean, students, staff and faculty in issues of social justice. In the event that the Faculty lacks a precedent for advising on an equity, diversity and inclusion issue, it will seek resources within or beyond the university.

Definition of Terms:

Representative (noun). A person chosen or appointed to act or speak for their Faculty, School, and, where applicable, student group on the committee, including their individual lived experience as a member of the Faculty, School, and, where applicable, student group.

Advocate (verb). To publicly recommend or support.

Promote (verb). support or actively encourage.

Membership:

Constituting a group of up to ten members, this committee will include:

- The Dean of the Faculty of Architecture and Planning (or designate)
- At least one faculty representative from each School, elected by the School Council
- At least one student representative from each School, elected by DASA or SUP/GPS
- At least one staff member from the Faculty

The membership of this committee will be established with diversity as a priority.

Structure:

- The committee will elect a chair and a secretary from within for two-year staggered terms.
- The student members will sit on the committee for two-year staggered terms.
- The committee will coordinate with the School Councils through their faculty representatives.
- The committee will coordinate with DASA, SUP, and GPS through their student representatives.
- The committee may designate working groups or event steering committees as needed.

Functions:*1) Advocate for EDI in administrative practices by:*

- a) Supporting recruitment of faculty, staff and students within equity seeking groups, including, but not limited to, equitable representation across tenure-track faculty and contract positions
- b) Collecting data on recruitment and admissions provided by University EDI bodies to aid in understanding student, staff and faculty experiences and perspectives on the climate of EDI. When provided resources are inadequate for understanding EDI experience in the faculty, coordinating with the University EDI bodies to aid in collecting Faculty specific data.
- c) Seeking, and when possible, securing financial support and mentorship for students from underrepresented groups. Assisting students from underrepresented groups with identifying and pursuing financial support for education.
- d) Maintaining relationships with other supportive entities on campus (e.g. Human Rights and Equity Services)
- e) Providing opportunities for faculty and staff to be trained in how to advance EDI in their work and interactions with students

2) Promote EDI in curriculum by:

- a) Developing an archive and inventory of resources (such as references, case-studies, and best practices) on various EDI topics for course materials in both Schools
- b) Supporting existing curriculum focused bodies in the Faculty by providing resources, means and methods to enhance EDI in courses and extracurricular activities
- c) Coordinating educational campus events that promote EDI

3) Promote EDI processes and resources for students, staff and faculty by:

- a) Providing the Faculty with a list of university resources (such as offices, contacts and procedures) to support students, staff or faculty who have EDI concerns or questions
- b) Working with the Faculty and the University to promote access to these resources
- c) Identifying gaps in EDI processes or resources and making recommendations to the Faculty and University to mitigate these issues

4) Strengthen relationships with local communities by:

- a) Co-hosting events and learning opportunities with local groups with justice-centered missions for equity seeking groups
- b) Seeking input and collaboration with racialized, social justice, and equity-focused groups on and off campus
- c) Providing support to faculty advocating for local communities through their research and teaching
- d) Including equity seeking groups in Halifax in recruitment efforts
- e) Encourage the creation of equity focused student groups