

Faculty of Health Professions Inclusion & Equity Committee
(formally the Affirmative Action Committee)
Terms of Reference

Purpose:

The FHP Inclusion & Equity committee functions to assist and enable the Faculty of Health Professions and its Schools/College to develop, implement and support affirmative action policies regarding student admissions, and to promote additional efforts to increase the presence, visibility and success of students, staff and faculty, from historically underrepresented communities.

Reporting and Accountability:

The Inclusion & Equity Committee is a standing committee of Faculty Council, and reports to Faculty Council at least twice a year.

Membership:

- Two members of the committee serve as co-chairs for a 2-year term; normally with staggered terms of office)
- One representative and one alternate (either a faculty or Director member) from each of the 9 Schools/College in the Faculty
- Four or five Faculty of Health Professions student representatives – one from each of the designated groups common across the FHP Affirmative Action policy; an African- Canadian student, an Aboriginal student and a student with a (dis)Ability. As well as one or two students from other Affirmative Action groups within the FHP, such as Acadian, racially visible, LGBTTQI
- Program Manager, Aboriginal Health Sciences Initiative
- Program Manager, Promoting Leadership in Health for African Nova Scotians (PLANS) Initiative
- One elected member of Faculty Council.
- The Dean and Associate Dean (Academic), ex officio members (Associate Dean Research, alternate as needed).
- Vice-provost, Student Affairs, ex officio member

Responsibilities

The committee meets regularly (normally once per term, with additional working-group meetings and use of on-line resources (Brightspace/Sharepoint) to:

- 1) Exchange information and, through consensus, to determine priority recommendations to Faculty Council regarding initiatives that enable equity and inclusion.
- 2) Provide a venue for members, representing their respective units/programs/constituents, to network together, to gather information for dissemination to their respective units/constituents, and to work collaboratively on strategies, initiatives, guidelines and policies that support:

- a) Equitable, inclusive recruitment and admission of students to academic programs offered through FHP colleges and schools.
 - b) Creation of an inclusive environment (e.g. the physical environment; social environment; inclusive classrooms and course materials) within/across units of the FHP as part of the broader Dalhousie community
 - c) Development and use of educational resources to build knowledge and skills regarding inclusion and equity in FHP academic programs and services.
- 3) Collect/collate unit-level information, for reporting to FHP FC, regarding:
- a) Recruitment strategies, and admissions policies related to affirmative action and inclusion of students from historically under-represented groups
 - b) Initiatives from within the FHP, and/or the broader Dalhousie community, related to developing or enhancing inclusive programs and services
 - c) Quantitative analysis to document outcomes of recruitment, admissions, and retention initiatives/strategies/policies
- 4) Provide a venue for consultation and collaboration with members/groups of the broader Dalhousie community, (e.g. Human Rights, Equity and Harassment Prevention Office; Registrar's Office; President's Office; etc), on matters regarding development and use of initiatives/strategies/policies regarding equity and inclusion.
- 5) Address special projects as directed by Faculty Council, regarding development and/or delivery of programs and services regarding equity and inclusiveness in FHP academic programs and services

Original Affirmative Action Cmte Terms of Reference:

Approved by FHP Faculty Council – April 20, 2010

Revisions approved by Faculty Council - May 24, 2012, May 23, 2013 and May 21, 2014

FHP Inclusion & Equity Committee Terms of Reference:

Title change and revisions – Approved by FHP Faculty Council – October 27, 2016