

Office of Equity and Inclusive Communities (OEIC):

Community of Practice – Gathering Guidelines

Introduction

A Community of Practice (CoP) is a group of individuals who share a common interest, goal, or challenge, and who work together to enhance their knowledge, skills, and impact. For equity-denied groups, a CoP provides a space for members to share experiences, support each other, and advocate for systemic change. The Office of Equity and Inclusive Communities at KPU is supporting employees (students are welcome to attend) to create Community of Practice groups that will allow members to come together.

This document outlines the key principles, structure, and operational guidelines for a Community of Practice focused on equity-denied groups ensuring inclusivity, mutual respect, and meaningful engagement. CoPs are not formal committees; as such, they are a gathering that may be structured fluidly based on the group's needs.

This Community of Practice for [INSERT: name of the equity-denied group] is a collaborative, inclusive space designed to uplift, empower, and support communities. Through shared knowledge, resources, and collective action, this CoP aims to address systemic inequities and create lasting social change in the subject area of [INSERT: name].

Purpose

The primary purpose of this CoP is to create a safer, supportive space where members of [INSERT: name of the equity-denied group] can:

- Engage in dialogue to promote understanding and support intersectional approaches to equity.
- Share experiences and resources.
- Develop skills and strategies for advocacy, empowerment, and community building.
- Foster a sense of belonging.
- Co-create solutions and strategies to challenge systemic barriers and biases.
- When appropriate, share ideas with the Office of Equity and Inclusive Communities to enhance initiatives to better support the community.

Membership

Membership is open to individuals from [INSERT: name of the equity-denied group], including but not limited to [INSERT: complete the info based on the group].

Allies with lived experience of oppression, or those who are committed to supporting the work of [INSERT: name of the equity-denied group], may also be considered, but their role will be to listen, learn, and support the group.

Roles and Responsibilities

Members:

- Participate in discussions, share experiences and resources, collaborate on initiatives, and provide mutual support.
- Members should be committed to respecting the values and principles of the CoP, OEIC, and KPU.

Facilitators/Leaders (can be selected on a rotating basis):

- Lead/facilitate discussions
- In collaboration with admin in OEIC, book and manage meetings
- Ensure inclusive participation
- Support the group's objectives.

Principles

The Community of Practice is guided by the following principles:

Equity: Ensuring fair treatment, access, opportunity, and advancement for all members, while actively addressing disparities and disadvantages.

Inclusion: Creating a space that values diversity, where all members feel safe, respected, and empowered.

Confidentiality: Creating a safer environment where sensitive discussions can take place, ensuring privacy and trust.

Intersectionality: Acknowledging that members may face overlapping forms of discrimination based on race, gender, sexuality, ability, etc., and addressing these complexities in all discussions and actions.

Respect: Cultivating an atmosphere of mutual respect, where differing perspectives are valued, and dialogue is constructive.

Accountability: Holding each other accountable for maintaining these principles, and ensuring that all voices, especially those of marginalized individuals, are heard.

Please review [KPU's Community Guidelines](#) by clicking here for more ways to create safer spaces.

Gatherings

Regular gatherings will be held (e.g., monthly, quarterly), either virtually or in-person, depending on member needs and availability.

Teams links/room bookings will be managed by OEIC administrative staff based on the group's needs.

Gatherings will follow a structured yet flexible format, ensuring equal opportunity for participation. The group may create an agenda or schedule of discussion if they wish. Please note minutes will not be taken at the gatherings to allow for open dialogue.

SharePoint

OEIC will create a SharePoint for members to access resources, reports, articles, and other materials relevant to the CoP's work.

Confidentiality will be respected, and sensitive information will only be shared within agreed-upon parameters.

Funding

Funding, if required, (for example, for tea/coffee/light lunch) will be funded through the OEIC.