



# The President's Diversity and Equity Committee

## Meeting Particulars:

**Date:** February 15, 2018      **Time:** 11:30 am – 1:00 pm  
**Purpose:** Committee meeting      **Meeting Lead:** Dr. Alan Davis

## Attendance:

Alan Davis	President & Vice Chancellor / Chair	
Romy Kozak	Director of Diversity	
Josephine Chan	Special Assistant to the Provost on Policy & Ac. Affairs	Provost designate
Ann Marie Davison	Biology Faculty	KFA appointee
Renu Seru	Counsellor	KFA appointee
Jenna Afanasiff	Events & Communications Specialist, Future Students Office	BCGEU appointee
Valerie Newton	APPD – Instructional Associate	BCGEU appointee

Caroline Lillico	Confidential Assistant to the University Secretary	
Teresa Smith	Manager, Organizational Development	
Ruth Fraser	Director, Services for Students with Disabilities	
Magdalena Mot	Student Success Coach, School of Business	
John O'Brian	KSA Advocacy Coordinator	
Josephine Wong	KSA Marketing and Communications Coordinator	
Narada Luckanachai	Confidential Assistant to the AVP, International	

## Regrets:

Joshua Mitchell	Senior Director, Student Affairs	VP Students designate
Abby Thorsell	Associate Vice President - Human Resources	
David Burns	Senate Vice Chair	
Stuart McIlmoyle	Associate Vice President - International	Acad. Council rep.
Joseph Thorpe	KSA Queer Students Rep	
Emily Haugen	KSA Aboriginal Student Rep	
Munir Dossa	KSA Students of Colour Rep	
Zahid Dossa	KSA Mature Students Rep	
Caitlin McCutchen	KSA Women's Rep & VP External Affairs	
Kimberley McMartin	KSA Students with Disabilities Rep	
Joanne Saunders	Executive Director, Marketing and Recruitment	Professional Staff
Gina Buchanan	Senior Director, Educational Development	
Deborah Carmichael	Special Advisor, International	
Catherine Kruger	Disability Action Movement Now – D.A.M.N.!	
Tanvir Singh	KSA VP University Affairs	
Prachi Khanna	KPU student	

# Minutes

## 1. Call to order and welcome

Narada Luckanachai, Confidential Assistant to the AVP International, Stuart McIlmoyle was welcomed to sit in on the meeting as a representative of International

Jenna Afanasiff was welcomed as the new BCGEU Representative.

## 2. Approval of Agenda

The Agenda was approved as circulated

## 3. Approval of the January 4, 2018 PDEC Minutes

The Minutes were approved as circulated

## 4. Director of Diversity Report

- Dr. Kozak received a few Multicultural calendars from ACA Dean Patrick Donahoe and will distribute them to members who want to display them in their areas.
- It's noted we don't have a PDEC meeting in March, but the next meeting is scheduled for early April. The deadline for sponsorship applications is usually March 1<sup>st</sup>, but because of a delay the deadline is recommended to extend until March 19<sup>th</sup>. The extension in deadline was approved by the committee.
- Dr. Kozak circulated copies of an email sent by Zena Mitchell, University Registrar regarding Gender Nomenclature at BC Post-secondary Institutions. The attachment to this email was already circulated with the Agenda package for this meeting. This information demonstrates that progress is happening, and that KPU IT will have some work to do on amending things. The new format will be open to current students as well so they may amend how they've selected their gender during application. There still is no definitive timeline when everything will be complete.
- Dr. Kozak handed out copies of an open letter entitled "Justice for Colten, Open Letter from Indigenous Faculty and Allies" with the request that members consider the contents and provide their support however they choose.
- John O'Brian was contacted by a student who was concerned about some new marketing material that was ready to roll out. John contacted Romy who in turn contacted appropriate individuals to raise the concern. The incident was resolved to everyone's satisfaction and Romy was thanked for her intervention.

## 5. Business Arising from Previous Meeting

Progress on Action Items

- a. Indigenous Signage/Art – (Dr. Davis) – Dr. Davis had a meeting with Brandon Gabriel. It's intended that Mr. Gabriel provide KPU with advice or a framework on how to reflect aboriginal culture across all KPU campuses. This is work in progress with more meetings coming. At that time Dr. Davis will pose the question about the variety of indigenous languages and which ones to be using.
- b. Elevator Signage – (Dr. Kozak) – as the major renovations are still being worked on, we have no further follow up at this time.

- c. Trans-Inclusive Registration – (Dr. Kozak) – Per the handouts already provided, individual institutions now have guidelines regarding changes to be made. The timeline for implementation is not known. Along with our University Registrar, HR is also involved in updating forms. Dr. Davis and Dr. Burns will be bringing this up at Senate.
- d. Positive Space – (Dr. Kozak) – no new information at this time.
- e. Course Presentation Template – Faculty of Arts is developing their own format. Josephine Chan has been working on developing an overarching document of policies relating to student’s rights and responsibilities which will cover everything including HR 15. The planned web page should be up by June. Faculty would be able to link to this page on their course presentations.
- f. Sponsorship
  - There are some unclaimed sponsorship awards from the last funding round. After discussion it was recommended to contact the awardees with the request to provide missing information necessary to transfer the funds by March 1<sup>st</sup> or the funds will be retracted for other use.
  - Dr. Kozak provided a hand out “PDEC Event Funding Decision Rubric, February 2018 Draft”. This is intended to help committee members make sponsorship decisions. Dr. Kozak thanked Ruth Fraser who collaborate on drafting the rubric.
    - Discussion – in order to ensure that not all applicants are rewarded scores that are not deserved, it’s recommended to have a column for “0” scores – indicating the applicant project does not meet any of the particular criteria. Include at the top under the question about previously funded projects – ask what was successful about their project. It’s important to ask these questions – did they receive funding before? Did they do this project previously? How successful was it? How successful were other events?
  - Discussion what to do with left over PDEC funds – could purchase some multicultural calendars and distribute them with a letter from PDEC. It’s estimated that each committee member receive 3 calendars to distribute.
  - Dr. Kozak to discuss the creation of a KPU online multicultural calendar with marketing for next year.
6. Vision 2023 – Dr. Davis created a draft for Vision 2023 that advances PDEC’s interest. As Dr. Davis left the meeting, Dr. Kozak invited discussion on the document and requested feedback. Another draft version will be provided at the next meeting. The purpose for this is to ensure diversity and equity elements in the vision. Some members provided suggestions that Dr. Kozak recorded.
7. Adjournment – the meeting was adjourned at 1:10 pm.