

Date: 01/19/16

Time: 3:00pm

Purpose: Regular Meeting

Meeting Lead: Alan and Diane

PDEC Meeting Minutes

January 19th, 2015

Attending	Regrets
Alan Davis	Joanne Saunders
Diane Naugler	Kimberly McMartin
Josephine Chan	Stewart McIlmoyle
Joshua Mitchell	Nancy Dhillon
Harry Gray/Jas Parmar	Ann Marie Davison
Jennifer Au	
Ariana Arguello (for Stuart McIlmoyle)	
Justin Bige	
Renu Seru	
John O'Brian	
Valerie Newton	
Ryan Moriarty	
DAMN Representatives	
Darlene Willier	

1. Called To Order – 3:00pm
2. Adoption of the Agenda
 - Changed “7.1 - DAMN Update” to beginning of meeting.
3. Adoption of the Minutes
- 7.1 *DAMN Update
 - Introduced themselves and resolved to continue relationship with PDEC going into the future.
4. Business Arising from Previous Meeting.
 - 4.1 Accessibility Audit
 - Little to report as far as forward momentum, the next step is:
 - **Ryan to invite Jane Fee to a Spring meeting.**
 - 4.2 Religious Accommodation
 - New policy draft was brought before PDEC.
 - The answer to the question of who makes the final call in the case of a dispute between the policy and who makes the final call about which holidays are “bonafied” was not definitive, and was raised as potential problem.
 - Resolved to have **HARRY discuss its progress NEXT meeting.**

5. Director of Diversity Report

- Increased awareness of our organization and several successes as a result of our continued efforts.

6. Action Plan Items

6.1. Sponsorship and Budget

- Discussion about the documents that would allow us to give money to initiatives that we aren't the authors of.
- Documents seen as a good start, but several changes:
- Should set some kind of timing framework as well as restrictions and deadlines for when people can submit their proposals.
- It was proposed that perhaps we should in future **develop a criteria for the kinds of events PDEC sponsors, but may be premature at this early stage.**
- The question of who the adjudicating body would be was raised, and it seemed like most were in favour of a large committee decision instead of a subcommittee being created, but this matter should almost certainly be **revisited next meeting.**
- **JOSH, RENU, and DIANE will work on terms of reference for future events, and a budget template for applicants. To be discussed in the March meeting.**
- **We also need to include a statement with our criteria that this will not be an ongoing program as is, and it may change in the future.**
- The question of student application is raised and it is resolved that there needs to be a place on the document to put your affiliation with the school and any interested external parties.

6.2 Course Outline Policy Inclusion

- Going through the mechanics of policy creation.
- **DIANE and JOSEPHINE need to sit down and talk about the policy and update us next meeting.**

6.3 Website Updates

- Several updates to the site, but needs contact information.
- **JOHN to provide information about the KSA members to RYAN for next meeting.**

7. New Business

- None at this time.

8. Goodness and Wellbeing

9. Adjourned at – 4:05pm

