

Educational & Employment Equity Committee (EEEEC) Terms of Reference



Publication Date: Effective date: July 29th 2009

Next Review Date: June 2012

Office of Accountability: Diversity & Equity Initiatives

Administrative Responsibility: Director, Diversity & Equity Initiatives

Approver(s): President

Preamble

The Ontario College of Art & Design (OCADU) envisions a climate in which students and employees work and study in the best possible conditions. This vision is based on the university's values of diversity, equity and inclusion, and excellence in art and design. OCADU acknowledges that diversity includes any aspect of an individual that makes them unique.

Statement of Commitment

OCADU is committed to fostering a community of students, employees and alumni who make significant contributions as cultural leaders, educators, innovators, creative thinkers and strategists in the field of emerging technology and in the art and design professions. The university will establish employment and educational practices that respect the dignity of individuals and make it possible for everyone to live, work, and study in a positive and supportive environment. It is important to note that creating a respectful and inclusive work and learning environment is a responsibility of every student and employee at OCADU.

Type of Committee

This is an advisory committee to the President and the Board of Governors.

Mandate

The EEEEC shall;

1. Develop a comprehensive diversity plan, identify benchmarks, monitor and report progress made in faculties, departments and divisions to the President annually.
2. Identify equity and diversity issues pertaining to the needs of students and employees as well as review and recommend policies, procedures and practices for diversity and inclusion across campus.
3. Review and monitor compliance with all related legislative and reporting requirements including but not limited to Accessibility for Ontarians with Disabilities Act (AODA), Employment Equity and the Federal Contractors Program.
4. Monitor and report progress against OCADU's Multi-Year Accountability Agreements (MYAA) filed with the
5. Ontario government and the university's strategic plan on access for underrepresented groups.
6. Implement measures to ensure that its members are well informed and trained to act in an advisory capacity.
7. Recommend Institutional wide initiatives based on the Directors of Diversity & Equity's annual report and submit committee's proposed budget needs for its activities.
8. Encourage research relevant to diversity and equity issues and make recommendations to Academic Council on diversifying the curriculum and teaching.
9. Review recruitment and retention strategies and make recommendations towards more inclusive hiring practices, and other employment equity related policies, initiatives and procedures.
10. Review and advice on campus built environment and infrastructure for compliance with set accessibility standards.
11. Liaise with Enrolment, Recruitment and Retention sub-committee of the Academic Council to address recruitment and retention strategies for underrepresented student groups

Membership

- The President -Convener
- Vice-President, Academic
- Vice-President, Finance & Administration
- 1 representative from the Board of Governors (External member appointed by the Board/Chair of the Board)
- 3 Associate Deans (one from each faculty - Art, Design, Liberal Studies)
- Chair, Academic Council
- 4 students nominated by the following divisions (Graduate, OCADUSU, International and Centre for Students with Disabilities)
- Director, Admissions & Recruitment -Assessor
- Manager, Centre for Students with Disabilities -Assessor
- Director, Human Resources- Assessor
- Director, Diversity & Equity Initiatives- Co-Chair and Assessor
- 2 persons co-opted annually by the committee to ensure a balance of both gender and special needs (recommended by assessors and appointed by the president)
- 1 Faculty representative appointed /elected by the OCADU Faculty Association (one year term)
- 1 Staff representative appointed/elected by OPSEU, Local 576 (one year term)
- Director, Aboriginal Visual Culture
- Director, Student Services
- An alumnus appointed by the Alumni Association

Term of Office

Permanent members

- The President -convener
- Vice President Finance & Administration
- Vice President Academic
- 3 Associate Deans (one from each faculty of Art, Design, Liberal Studies)
- Manager, Centre for Students with Disabilities- Assessor
- Director, Admissions & Recruitment -Assessor
- Director, Human Resources- Assessor
- Director, Diversity and Equity Initiatives- Co-Chair and Assessor
- Chair, Academic Council
- Director, Aboriginal Visual Culture
- Director, Student Services or representative

Two year term

- 1 representative from the Board of Governors (External member appointed by the Board/Chair of the Board)
- 2 persons co-opted annually by the committee to ensure a balance of both gender and special needs (recommended by assessors and appointed by the president)

One year term

- 1 Faculty representative appointed /elected by the OCADU Faculty Association
- 1 Staff representative appointed/elected by OPSEU, Local 576
- 4 students nominated by the following divisions (Graduate, OCADUSU, International and Centre for Students with Disabilities)
- An alumnus appointed by the Alumni Association

Meetings

The committee shall hold at least 4 meetings in a year – June 1st to May 31st

Co -Chair

The committee shall appoint a chair from the EEEEC membership for no more than two consecutive terms to serve in a co-chair capacity with the Director, Diversity & Equity Initiatives.

Administrative support

The assistant to the Director, Diversity & Equity Initiatives shall provide EEEEC with administrative support.

Appointments

Formal appointment to the EEEEC is done by the President.

Community Engagement

The EEEEC is encouraged to hold consultation meetings with OCADU community members where possible including all equity seeking groups in order to ensure community engagement and involvement in a meaningful way while furthering the diversity and equity agenda.

Potential areas of focus

1. Students
2. Employment Equity
3. Curriculum Development & Academic Support Services
4. Student Outreach & Access
5. Policies, Procedures & Practices
6. Built Environment
7. Accessibility Steering Committee

Definitions

Assessor- An individual appointed to the committee usually for special knowledge in a particular area. Because an assessor has special knowledge in some field they will serve as internal consultants to the group.

Convener-The president is the member of EEEEC whose duty it is to call members to assemble for meetings

Signed-



Sara Diamond, President