

## WLUFA's Diversity and Equity Committee Terms of Reference

1. Membership on the Diversity and Equity Committee shall be set at up to nine (9) appointed, two (2) Women's Faculty Colleagues, two (2) Equity and Diversity Faculty Colleagues and one (1) member appointed annually from among the elected members of the Executive Committee to serve as a liaison between the Executive Committee and the Diversity and Equity Committee. Preferably at least two members of the Committee will be from among Contract Faculty or part-time librarians.
2. The term of membership on the Diversity and Equity Committee for those appointed through a call to the general membership shall be for a period of two (2) years, with at least one-third (1/3) of the members of the Committee being appointed each year.
3. New members may be appointed as needed to replace members unable to continue with service on the Committee. Any new member will be appointed to complete the term of the member vacating a position. New members will be appointed from the original list of nominees or through a new call for nominees.
4. Nominees to the Committee will submit a Statement of Interest along with their nomination. The Executive Committee will appoint new members after consultation with the Diversity and Equity Committee on the list of nominees.
5. A call for committee nominees shall take place no later than 1 April each year, with a deadline for applications on 30 April.
6. Appointments of new members to the Committee will normally be made by July 1 with the Committee's annual term running from 1 September to 30 August.
7. The Chair of the Diversity and Equity Committee will be elected annually by the members of the Committee at its first meeting.
8. The Chair of the Diversity and Equity Committee will be a member of the University's Equity, Diversity and Inclusion Community of Practice.
9. The Diversity and Equity Committee shall:
  - a) Advise, support, inform, and educate the WLUFA Executive and WLUFA members in issues pertaining to diversity and equity, with a particular emphasis on creating an equitable working environment for members who have been marginalized in Canadian society because of their age, ancestry, colour, race, citizenship, place of origin, creed, (dis)ability, family or marital status, gender identity and expression, sex, and sexual orientation (as per the Ontario Human Rights Code).

- b) Serve as a resource for the collection and analysis of information regarding issues of concern and advise the Executive on the dissemination of such information.
- c) Provide the Executive with information and advice about provincial legislation and government policies that have implications for terms and conditions of employment for equity-seeking faculty.
- d) Assist the EDI Faculty Colleagues in their role.
- e) Submit an annual report of activities to the WLUFA Executive; this report may include recommendations for improving the work environment for members and for WLUFA's internal operations.

Executive Liaison: That the D&E committee be provided with a list of Executive members who wish to serve as a liaison to the D&E committee prior to the appointment so they can provide input as to who the liaison should be.

The D&E committee has decided that the chair will rotate each year between a Full-time Member and a Contract Faculty Member.