**Brandon University**
**FACULTY OF HEALTH STUDIES**
**EQUITY, DIVERSITY, AND INCLUSION COMMITTEE**
**Meeting Minutes**

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| **Meeting Date:** | **March 20, 2025** |
| **Meeting Time:** | **12:30 – 13:30** |
| **Meeting Location:** | **MS Teams for all participants** |

**PRESENT:**
C. Byman (Recorder)
C. Waddell-Henowitch, Co-Chair
C. Baxter
Princess Chisom Eze – student Co-Chair
Divina Suazo – student

**REGRETS:** J.M. Graham, J. Adair, Derrick Donovan – student, Silindile Mabaso – student

**GUEST:**

| Agenda Item | Discussion | Recommendation/Actions to be Taken | Action By |
|---|---|---|---|
| **1.0  Call to Order:** | | | |
| | The meeting was called to order at 12:30, led by C. Waddell-Henowitch | | |
| **2.0  Approval of Agenda:** | | | |
| | The agenda was reviewed and amended, as presented (Items 4.1, 4.2, and 4.4 were deferred due to member absence) | **Approved, by consensus.** | |
| **3.0   Adoption of Minutes:** | | | |
| | The approval of the minutes of January 2025 was deferred to the next scheduled meeting. | **Defer to next meeting** | |

| Agenda Item | Discussion | Recommendation/Actions to be Taken | Action By |
|---|---|---|---|
| **4.0  Business Arising** | | | |
| **4.1** | **Presentation with Dr. Aloysisus Anyichie** | Item deferred | |
| **4.2** | **Research Project – Information Update** | Item deferred | |
| **4.3** | **Orientation for Year 2 Students** <br> -information/FAQ sheets to follow by the new academic year. The process of these presentations was clarified; PowerPoint slides will be created for Year 3 and Year 4 students and included in their annual orientations (slides to include overview of the committee and contact details). Year 2 presentations (5 minutes) will be in-person c/o EDI committee student representatives. Information will also be presented in student clinical handbooks. <br> -second draft of the FAQ sheets are to be reviewed in April | C. Waddell-Henowitch to arrange presentation times with advisors for Year 2 orientations. | **C. Waddell-Henowitch** |
| **4.4** | **Interruption to Program Progression Policy - Discussion** | Item deferred | |
| **5.0  New Business** | | | |

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| | **5.1** | **EDI Training for Faculty**<br>-C. Waddell-Henowitch proposed a book club/working group for faculty to discuss EDI, via a module format. Modules would be further developed as training resources for faculty, contract instructors, and students (with some resources pulled from CAN SIM). Surveys/virtual meetings will be implemented afterwards to determine the efficacy of the chosen resources.<br>-Discussion: once resources are chosen and modules are developed for completion, members felt it was appropriate to include some sort of certificate of completion; it was noted that CTLT centre could be helpful in developing this via Moodle. | C. Waddell-Henowitch to connect with Health Studies faculty via email to form a working group to review resources over the summer months. | **C. Waddell-Henowitch** |
| | **5.2** | **Hiring for Faculty**<br>-Faculty committee members advised that this topic was discussed at faculty council, and a working group was formed. Students inquired whether it is appropriate to include students on hiring committees (EDI faculty members noted that this occurs at U of M). This would include the important student voice in the process, as well as could potentially include a racialized perspective. Students would be prepared for hiring discussions with a preparatory training session. | Ideas from the HS Faculty Council working group will be shared with the FHS EDI committee as they are made available. | |
| | **5.3** | **TOR Discussion**<br>-C. Waddell-Henowitch noted that the updated TOR for this committee was not properly shared with student members and aims to have this discussion with more members present at a future meeting. | | |

**6.0 Announcements:** C. Waddell-Henowitch shared that she received a request from the BScPN program for a report on committee activities for their annual planning days; her planned report items were shared with members (a list of the previously discussed annual priorities as outlined at the start of the academic year). This report will also be shared with the BN department for the curriculum retreat, along with Faculty Council.

**7.0 Date and time of next meeting:** May 22, 2025 at 12:00-14:00

**6.0 Adjournment:** the meeting was moved to adjourn by consensus at 13:41.

*APPROVED: C. Waddell-Henowitch*                    *DATE: May 22, 2025*