

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



BRANDON
UNIVERSITY

Meeting Date: October 16, 2025
Meeting Time: 12:00 – 13:00
Meeting Location: MS Teams for all participants

PRESENT: H. Bedford (Recorder), C. Waddell-Henowitch, Co-Chair, J. Adair, Derrick Donovan – student, Tarrissa Moore

REGRETS: C. Baxter, Princess Chisom Eze, J.M. Graham, D. Suazo, C. Ikechukwu, K. Quero

GUEST:

Agenda Item	Discussion	Recommendation/Actions to be Taken	Action By
1.0 Call to Order:			
	The meeting was called to order at 12:04, led by C. Waddell-Henowitch giving acknowledgements of territories on Treaty 1 and Treaty 2. Welcomed T. Moore to the committee and gave introductions.		
2.0 Approval of Agenda:			

	The agenda was reviewed.	Approved, by consensus.	
3.0 Adoption of Minutes:			
	The minutes of August 2025 were deferred until the next meeting.	Deferred. To be reviewed in December.	
4.0 Business Arising			
4.1	Research Project – Information Update/EDI Policy -Update Advised that the research project is complete. Currently in the process of reviewing the Performance Improvement Plan Policy and Unsafe Proof of Practice Policy; it is a big overhaul with a lot of work to be carried out. Asked if anyone had any questions about same.		
4.2	EDI Survey Questions/Comments Reported that the surveys sent out to students would be used primarily to find out information about what is prominent to them, or things they are concerned about. Advised that P. Eze drafted a survey and J.M. Grahan made edits; the survey is stored on Teams for everyone to review and provide feedback. Queried how the survey is used/distributed and advised that it has not been used to date, but the plan is to distribute it in either October/November and again mid-way through the year. Suggested rewording one question so that racism, discrimination and prejudice are separate, this will make it easier to differentiate results between the three. The survey was updated in real time; also added definitions.	Send evote to the committee for survey approval.	C. Waddell-Henowitch
4.3	Fact Sheets- Roll out The fact sheets are in their final stages of design and they should be finalized by this weekend.	Circulate fact sheets to committee members and also add fact sheets to the website.	C. Waddell-Henowitch
4.4	Special Event	Start Project folder in Teams for C. Waddell-Henowitch to add files to.	H. Bedford/ C. Waddell-Henowitch

	<p>Advised that refreshments have been purchased for the Brandon site; crushed drinks/popcorn. A cheque req has been submitted for same to M. McFarlin.</p> <p>Once complete, the self-reflection exercise will be printed for distribution within sessions or for attendees to take away.</p> <p>Suggested having a fact sheet launch over Teams or in person; students could do a presentation or recording of what it is about and why it is needed. Advised of a BN Instagram page; could create a post here or post the fact sheet.</p>	<p>Send reminders for both campus events in November, a week before the actual date.</p> <p>Reach out to communications to see if there is wider BU interest for a launch party for fact sheets</p>	<p>H. Bedford</p> <p>C. Waddell-Henowitch</p>
--	--	---	---

5.0 New Business

<p>5.1</p>	<p>Special event for the spring Reported that funds of \$100 per semester have been secured and everyone should think about events ie things you've seen, movies, podcasts or book clubs for possible future events in February.</p>	<p>Come to the next meeting with event ideas.</p>	<p>All</p>
-------------------	--	--	-------------------

6.0 Announcements: None

7.0 Date and time of next meeting: December 18, 2025 1pm-3pm

8.0 Adjournment: the meeting was moved to adjourn by consensus at 12:28.

APPROVED: C. Waddell-Henowitch

DATE: December 18, 2025