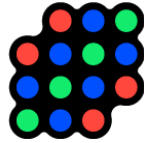


CIRTN-R2FIC EDI COMMITTEE MEETINGS

- **Date:** Thursday, April 22nd, 2021
- **Time:** 9 AM PT | 10 AM MT | 11 AM CT | 12 PM ET
- **Location:** [Zoom virtual meeting](#)
- **Attendees:** Liz Rideout, Gareth Lim, Tamadher Alghamdi, Tina Dafoe
- **Regrets:** Taylor Morriseau
- **Chaired by:** Liz Rideout
- **Minutes recorded by:** Tina Dafoe
- **Next meeting:** Thursday, May 20th, 2021
- [Link to Google Doc agenda](#)

Meeting Minutes

- Introductions were made and members agreed that the committee should meet approximately once monthly, at least while the Terms of Reference and committee guidelines are being established.
- Those in attendance agreed that the current meeting time worked well for a standing meeting.
 - ★ **Action item:** Tina to follow up with Taylor to see if this timing works for her schedule. If not, Tina will send out a Doodle poll to establish a monthly meeting time. Calendar invitations with the Zoom link will follow.
- Tamadher suggested we send out a survey to the network to determine the wants and needs of the members as related to EDI principles and practices. This will help us understand and shape the role of the EDI Committee.
 - ★ **Action item:** Brainstorm questions for this survey and bring them to the next meeting. Tina will assist with turning this into a Google Form and disseminating to members.
- It was agreed that we should make all of our meeting minutes, Terms of Reference, and any additional EDI resources available to the network via our website (www.islets.ca) in the future. This will help with visibility and transparency.
- The attendees were in agreement that the role of the EDI Committee role is to provide resources and recommendations that will ensure EDI principles can be integrated into all network activities, by all network members; EDI is the responsibility of everyone.
- Committee meeting guidelines were discussed and established (see agenda).
- The committee began working on the Terms of Reference based on the initial framework provided by Liz. Terms 1-5 were discussed in-depth. Due to time constraints, terms 6-9 have yet to be discussed.



- ★ Action item: Look at the last four Terms of Reference (highlighted in the agenda) and revise/edit as you see fit. Comments can be added in the Google Doc and these will be discussed at the next meeting.
- The idea of an annual survey was suggested, in which members would be able to report their experiences with barriers in their research and work. This would give them the opportunity to give feedback on the structures within their groups/institutions without consequences.
- The remaining agenda items (Meeting Frequency and Transparency, Committee Membership, Chairs, and Minutes) were also tabled due to time constraints.
 - ★ Action item: Read through these items (highlighted in the agenda) and revise/edit as you see fit. Comments can be added in the Google Doc and these will be discussed at the next meeting.
- With regards to the EDI Committee composition, Gareth raised the question of whether we should have francophone representation.
 - ★ Action item: Tina to add agenda item for next meeting to discuss whether we survey the French-speaking members to see if they have any problems with continuing to receive network correspondence in English. If there is an identified desire or need for French translation, the implications of this will be addressed accordingly.