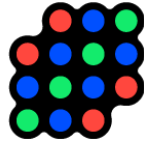


CIRTN-R2FIC EDI COMMITTEE MEETINGS

- **Date:** Thursday, June 17th, 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, Taylor Morriseau, and Tina Dafoe
- **Chaired by:** Liz Rideout
- **Minutes recorded by:** Tina Dafoe
- **Next meeting:** Thursday, July 15th, 2021
- [Link to Google Doc agenda](#)

Meeting Minutes

- The Terms of Reference were reviewed and some final revisions were made (e.g. Taylor suggested combining Terms 2 and 5 to eliminate redundancy). The committee voted and agreed to pass the ToR and to have them made public.
 - ★ **Action item:** Tina to create EDI webpage on the CIRTN-R2FIC site and present it at the next meeting.
- The rest of the meeting was spent discussing the network survey. Tamadher suggested waiting until September to send it, which was agreed upon by the committee.
- The following were identified as goals/desired outcomes for the survey:
 1. Make it short and digestible
 2. Be selective/targeted about what we ask
 3. Gauge the participants' understanding of mentorship
 4. Determine the principal investigators' knowledge of EDI awareness practices
 5. Assess the trainees' perceived needs and whether or not they are being met and/or acknowledged
 6. Include some open-ended questions that everyone can answer



- Gareth proposed that we start with a ten-question preliminary survey to accomplish the following:
 1. Gather basic demographic information (e.g. do you identify with an equity-seeking group?)
 2. Determine the participants' general knowledge of EDI principles
 3. Gauge the network response rate
- Liz suggested that the committee contributes and votes on potential survey questions before the next meeting.
 - ★ **Action item:** Brainstorm potential survey questions and add them to the shared Google Document.
 - ★ **Action item:** Upvote the questions that you'd like to see included in the survey.