

CIRTN-R2FIC EDI COMMITTEE MEETINGS

- **Date:** Thursday, September 16th, 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:** October 21st, 2021
- [Link to Google Doc agenda](#)

Meeting Minutes

- The self-identification survey was reviewed by the committee.
- Taylor raised the point that the “Other” option may make the respondents feel excluded, so the committee agreed to add a short-answer self-identification option at the end of each question instead.
- All survey questions were changed to checkboxes vs. radio buttons to allow respondents to select several options, in case they self-identify with more than one.
- Some of the wording on the survey was discussed; all committee members were given Editor access to help finalize the verbiage.
 - ★ [Action item: collaborate via Google Forms and Slack to make final edits to the survey wording before the end of September.](#)
- It was agreed that the survey should be first mentioned at the EDI Panel Discussion that Gareth and Liz are participating in at the end of the month (Wednesday, September 29th). The survey will be accessible to CIRTN-R2FIC members then and Tina will disseminate the survey to the network via email—along with a link to the recorded panel discussion—shortly after.

- The EDI survey was then briefly presented and discussed. Tamadher suggested changing the order of the questions and the wording of some questions was discussed.
- The committee agreed to change the wording of question 8 from, “I have the knowledge or resources to create and contribute to an equitable, inclusive, and diverse working environment” to, “CIRTN-R2FIC can play a role in sharing knowledge and resources for network members to learn how to create and contribute to an equitable, diverse, and inclusive working environment.” They also agreed to put that question at the start of the survey.
- Due to time constraints, the EDI survey will be discussed in more detail at the next meeting. In the meantime, it will be converted to a shared document so edits and comments can be made on the questions as a committee.
 - ★ Action item: Tina to convert survey to a Google Doc and disseminate to the committee for collaboration.