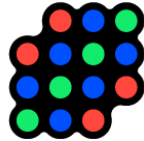


## CIRTN-R2FIC EDI COMMITTEE MEETINGS

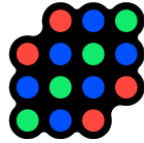
- **Date:** Thursday, October 21<sup>st</sup>, 2021
- **Time:** 9 AM PT | 10 AM MT | 11 AM CT | 12 PM ET
- **Location:** [Zoom virtual meeting](#)
- **Attendees:** Liz Rideout, Gareth Lim, Tamadher Alghamdi, Taylor Morriseau, and Tina Dafoe
- **Chaired by:** Gareth Lim
- **Minutes recorded by:** Tina Dafoe
- **Next meeting:** November 18<sup>th</sup>, 2021
- [Link to Google Doc agenda](#)

### Meeting Minutes

- Gareth and Liz gave an EDI panel discussion at last month's Journal Club and reported that they received a lot of feedback and comments.
  - ★ **Action item:** Gareth to compile the responses and present them at the next EDI Committee meeting.
- The results of and feedback from the self-identification survey were then discussed in-depth.
- Strategies to increase the survey participation rate (currently at 25%) were brainstormed:
  - 1) Email PIs to encourage them and their trainees to participate.
    - ★ **Action item:** Tina to draft email to PIs and send via Slack to get committee approval before circulation.
  - 2) Take a five-minute timeout at the start of the next Journal Club to get all of the attendees to fill out the survey.
    - ★ **Action item:** Tina to discuss with Tamadher and other trainees via Slack to arrange timeout before the next Journal Club on October 27<sup>th</sup>.



- One suggestion from the survey was to include supports for the visually- and hearing-impaired. A few options were discussed:
  - 1) Simplify communications to facilitate the use of software that can read emails and webpages to people with visual impairments.
    - ★ Action item: Liz to speak to her contact with first-hand experience in this area and report back on ways to make the CIRTN-R2FIC communications more accessible.
  - 2) Implement the use of certain text sizes, fonts, and colours to increase legibility for network presentations.
    - ★ Action item: Tina to look into recommendations and start including these in the Seminar Series invitation emails. Tina will also send these recommendations to the volunteers to ensure they are relayed to Journal Club presenters as well.
  - 3) Implement the use of subtitles in presentations through Zoom, PowerPoint, or Google Slides.
    - ★ Action item: Taylor to look into options and report back to the committee.
- Another request from the survey was to share the collected results, along with any plans to address the findings, and to have this information updated on an annual basis. The committee agreed that this suggestion is congruent with its current plans for this survey and its findings.
- One respondent proposed holding a panel with PIs who are BIPOC to hear about their academic journeys. The committee decided that it is not feasible to force people to speak about their experiences, but had some suggestions to make this work:
  - 1) Ask Journal Club organizers to look into setting up a panel discussion with people who may be interested in sharing their journey(s).
  - 2) Make the next round of Seminar Series, which will likely start next fall, an “academic journey” series in which the CIRTN-R2FIC PIs each give a brief



talk about how their careers and how they ended up in their current positions.

- ★ Action item: Tamadher to speak to the Journal Club volunteers about arranging a panel discussion first, as the current round of Seminar Series (introductory presentations) will take another year to complete.
- The issue of including a French translation of each network communication was discussed, based on another suggestion from the survey. Gareth spoke a bit to this issue and its current relevance in the province of Quebec. The committee agreed that it is worth trying to send the monthly updates in French, even if the translation isn't perfect.
  - ★ Action item: Tina to run a first translation through [deepl.com](https://www.deepl.com) and send next month's draft to Gareth, who will check for grammar/syntax errors before dissemination.
- The longer-form EDI survey will not be distributed until the new year. As much of the meeting was spent discussing feedback from the self-identification survey, the committee decided to revisit this EDI survey at November's meeting.