Authority:
The Employment Equity and Diversity Advisory Committee (the Committee) is established under the authority of Vice-Presidents Council (VPC) for the purpose of advising VPC on matters relating to diversity, equity and inclusion in employment.

Mandate:
The Committee’s mandate includes the following:

- exploring issues around equity and diversity in employment and recommending appropriate strategies
- sharing best practices for removing barriers to diversity, equity and inclusion
- reviewing the University Employment Diversity and Equity Plan and recommending approval to VPC
- reviewing status reports, at least annually, from the University Employment Diversity and Equity Plan and providing appropriate advice
- monitoring and advising on the university’s employment policies and program initiatives, with emphasis on diversity, equity and inclusion
- assisting in the design of education, communication and promotional programs and materials related to diversity, equity and inclusion in employment.

The Committee is comprised of:
1. The Director of Human Resources or designate (Committee co-Chair)
2. The Director of Faculty Relations or designate (Committee co-Chair)
3. Ten employees chosen to ensure representation from:
   a. all campuses,
   b. both bargaining unit and non-bargaining unit members
   c. both faculty and staff
   d. diverse groups from the University community, including the four designated groups associated with the Federal Contractors Program
4. The Manager of Organizational Effectiveness
5. The Employment Equity Officer (recording secretary)

Members are appointed by the Provost to serve a period of three years.

Co-Chairs:
The Committee Co-Chairs’ responsibilities are to:
- alternate presiding over Committee meetings
- set the agenda for Committee meetings, in coordination with the Employment Equity Officer, reflecting issues of equity and diversity.
- encourage participation from all Committee members and all constituencies on campus.
- invite special guests to attend meetings, when appropriate.

Committee Members:
- will be granted time away from their normal duties to attend Committee meeting and perform any duties assigned by the Committee.
- gather information and views regarding equity and diversity from their respective constituencies.
- participate in discussion on issues and make recommendations.
Operations:
- The Committee shall meet a minimum of 3 times per year.
- Regular reports will be submitted to VPC