

## PRESIDENT'S ADVISORY COMMITTEE ON HUMAN RIGHTS, EQUITY AND DECOLONIZATION (PACHRED)

### Terms of Reference

#### Preamble:

Brock University recognizes that human rights are a constantly evolving set of ideals that promote and reinforce the dignity and self-determination of all individuals and attempt to mitigate systemic inequalities. University communities, as small microcosms of society, will always face challenges as we strive to show leadership in promoting equity. Brock University is committed to creating a welcoming and inclusive community for students, staff, faculty and the broader community. The President's Advisory Committee on Human Rights, Equity and Decolonization (PACHRED) is intended to serve as a vehicle to unite students, staff, and faculty in support of the University's commitment to human rights, equity and decolonization. Working closely with the Office of Human Rights and Equity, within a framework of human rights legislation and the Canadian Charter of Rights and Freedoms, PACHRED will engage in dialogue and programming that best serve the Brock community.

#### 1. Mandate

The mandate of the President's Advisory Committee on Human Rights and Decolonization (PACHRED) is to:

- a. Identify and anticipate issues affecting equity-seeking communities (this list is not exhaustive, but may include women, Indigenous peoples, members of racialized communities, newcomers and refugees, members of diverse faith communities, persons with disabilities, 2SLGBTQ+-identified individuals) both within the University and relevant to those seeking access to the University, and advise the President on such issues;
- b. Provide a forum for discussion, reflection and learning on issues of decolonization, human rights, inclusion, equity and community-building and, in keeping with the spirit of the University, create spaces for respectful debate on important social issues;
- c. Provide advice and observations to the President on the planning and development of policies and programs related to building an inclusive community, both within the University and the broader community;
- d. Meet with the President at least twice yearly to discuss PACHRED's work and progress; including discussion of short and long-term goals and leadership opportunities for PACHRED;
- e. Provide reports and make recommendations for action to the President. The President may bring these reports to the Board of Trustees, Senate and other relevant University bodies in order to channel advice through the University structure and thus sustain a University culture that advances equity and inclusion;

f. Monitor and communicate the implementation of institution-wide activities to advance equity diversity and inclusion (e.g. Human Rights Task Force recommendations; Assessment of Learning, Living and Working at Brock recommendations)

g. Communicate implementation plans and progress reports to the University community.

## 2. Criteria for Membership

All members will have a demonstrated commitment to equity, access and inclusion for members of equity-seeking groups and, preferably, direct or lived experience with such matters, acknowledging a framework of intersectionality. Such experience or commitment may be in areas such as social justice and human rights advocacy and activism, labour and employment matters, educational equity, inclusive pedagogy, emancipatory approaches to research and knowledge building, decolonization, or previous experience working on related University committees. Students who seek membership are encouraged to have demonstrated their commitment to student groups and organizations and initiatives.

## 3. Membership

- a. Membership on PACHRED is inclusive of the equity-seeking groups identified in its mandate, and is open to both individual members of the University community and to University organizations committed to diversity, accessibility, decolonization, equity and inclusion. The committee is made up of approximately half individual members and half organizational members (i.e. representatives of designated organizations); and approximately one third faculty, one third students, and one third staff.
- b. Organizational members: Because of their centrality in advancing and enacting PACHRED's mandate, some organizations and University offices will have one voting representative on the committee e.g., Human Resources, BUSU, VP Indigenous Engagement, Student Wellness and Accessibility Services, BUFA Equity Officer, Social Justice Research Institute, CUPE Equity Officer, GSA. An invitation for membership will also be extended to the University's Aboriginal Education Council. The Ombudsperson and the Director of Human Rights and Equity are ex officio (non-voting) members.
- c. Individual member terms are for 1, 2 or 3 years and may be staggered to ensure continuity of discussion and experience on PACHRED. Individual appointments of 1, 2, or 3 years will be asked to confirm whether they intend to renew at the end of each annual cycle.
- d. PACHRED appoints a Nominations Chair for a term of at least two years to convene a Nominating Committee. The Committee will include and be supported by an HRE staff person

- e. The Nominating Committee will announce vacancies on PACHRED through the University website and through other widely distributed communication vehicles, such as Sharepoint, University Marketing and Communications, etc. Interested individuals and organizations from the University community will be asked to forward applications to PACHRED.
- f. The Nominating committee will review each application and recommend candidates for appointment to PACHRED. In this review process, attention will be given both to how candidates meet the criteria for membership and the importance of achieving a total membership that includes a wide range of constituencies and experiences.
- g. A call for nominations will go out in March of each year. The Nominations Committee will review the nominations and send their recommendations to the President for approval in June to allow PACHRED members to begin their terms at the first PACHRED meeting of each academic year.
- h. PACHRED will be co-chaired by three experienced members, a Chair who is a faculty member, a Vice-Chair who is a staff member and a Vice-Chair who is a student representative. The Nominating Committee will invite nominations and bring their recommendations to PACHRED for discussion and approval. The PACHRED Chair and Vice-Chairs should normally have prior experience serving on PACHRED. At least one of the three co-chairs serving on any given year should remain as a co-chair in the succeeding year, in order to ensure continuity.
- i. Programming and administrative support are provided by the staff of Human Rights and Equity as well as the President's Office. PACHRED has an annual budget from the President that is administered on its behalf by HRE.

#### 4. Terms of Membership

- a. The term of membership on PACHRED is usually 3 years but may also be 1 or 2 years. Individual members and organizational members may normally serve up to two consecutive terms; after the conclusion of two terms, they may seek renewal after an absence of at least a year, subject to the nominations process described in section 3. During a term a member may take a leave and resume remaining term upon return.
- b. Each member is expected to participate on at least one of PACHRED's ongoing Working Groups during their term.
- c. Organizational members will act as an information ambassador between PACHRED and the organization.

5. Meetings.

PACHRED will usually meet bi-monthly between September and May, normally five times per year. Meeting dates will be fixed and widely publicized at the beginning of each year.

Meetings may be called in the summer on an ad-hoc basis. Meetings are open and observers are welcome to attend.

6. Working Groups.

PACHRED's Working Groups include the 2SLGBTQ+ Committee, Anti-Ableism and Mental Health, Employment Equity, Decolonization, Anti-Racism Committee, and Sexual Violence Prevention Committee. Their membership is constituted with an eye to balancing inclusion and familiarity with the issue of concern. The groups will examine and discuss the identified issues and report back to PACHRED with their recommendations or analysis. Working Groups are open to all members of Brock University campus community, regardless of their membership on PACHRED.

7. Coordinating Committee

The Coordinating Committee of PACHRED assists in coordinating activities between PACHRED's working groups, facilitates communication between the working groups and PACHRED, and vets proposals and communications from the working groups as needed. The Coordinating Committee also facilitates planning and prioritizing PACHRED's activities, advises the PACHRED Co-Chairs on agenda items for PACHRED meetings, reviews and discusses PACHRED's budget and discusses the activities of the Nominating Committee. The Coordinating Committee includes the three PACHRED Co-Chairs, Chairs of the working groups and affiliated groups, student representatives, the Director of the Office of Human Rights and Equity and one designated member from the Office of Human Rights and Equity. The Coordinating Committee meets before each PACHRED meeting and at other times when needed.

8. Decision-making.

The co-chairs will test for consensus and determine if a vote is required. If so, decisions will be made by a 2/3 majority of those in attendance at a PACHRED meeting. These terms of reference may be amended by a 2/3 majority of those in attendance at a PACHRED meeting.

9. Visibility in the University Community.

PACHRED's priorities, work plans and meeting minutes will be posted on the University's website, together with a summary of steps taken toward implementation of recommendations in the University's operations. An annual report of activities will be provided to the President and may be shared with the Board of Trustees, Senate and other members of the University community.

10. Review of Procedures and Progress. In the University environment, PACHRED is an unusually positioned and constituted group. Attention to its role and effectiveness is therefore important.

Accordingly, every three years, members will reflect on a) terms of reference; b) outcomes achieved: efficacy in moving agenda items forward in the University and in fostering productive discussion; c) processes engaged: their inclusiveness, manageability within members' time constraints, adequacy of supports (staff time, budget); and d) suggestions and recommendations for change: aspirational goals and achievements in shifting the University culture, including training, policy reviews, operational and functional assessments, and forums to promote meaningful discourse.

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