



**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 support and advise on the University's commitment to human rights, equity and decolonization within the framework of human rights legislation and the Canadian Charter of Rights and Freedoms.

1. Mandate:

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

- 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, LGBTQ-identified individuals) both within the University and relevant to those seeking access to the University, and advise the President on such issues;
- 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;

- 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;
- Meet with the President at least twice yearly to discuss PACHRED's work and progress;
- 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;
- Monitor and evaluate the implementation of the Human Rights Task Force recommendations;
- Communicate implementation plans and progress reports to the University community.

2. Criteria for Membership

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

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, equity and inclusion. The committee is made up of a maximum of 30 members, approximately half being 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 always have one voting representative on the committee e.g., Human Resources, BUSU, VP Indigenous Engagement, Student Wellness and Accessibility Services, BUFA Human Rights Committee, Social Justice Research Institute, CUPE Equity Officer, GSA. An invitation for membership will also be extended to the University's

Aboriginal Education Council. The Student Ombuds 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, so long as they are members in good standing, will be asked to confirm whether they intend to renew at the start of each academic year.
- d. PACHRED appoints a Nominations Chair for a 3-year year term to convene a Nominating Committee. The Committee will seek advice from an HRE staff person
- e. The Nominating Committee will announce vacancies on PACHRED through the University website and through other widely distributed communication vehicles. Interested individuals and organizations from the University community will be asked to forward applications to the President's Office.
- 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 July of each year. The Nominations Committee will review the nominations and send their recommendations to the President for approval in August 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.

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 but may seek renewal after one term of absence subject to the nominations process described in section 3.
- b. Each member is expected to participate on 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. Procedures

- a. *Meetings.* PACHRED will usually meet bi-monthly between September and May, for a maximum of five times per year. Meeting dates will be fixed and widely publicized at the beginning of each year. Meetings are open and observers are welcome to attend.
- b. *Working Groups.* PACHRED's Working Groups are convened to focus on particular themes or issues that will vary over time. Their membership is constituted with an eye to balancing inclusion, familiarity with the issue of concern and workable size. The groups will examine and discuss the identified issues and report back to PACHRED with their recommendations or analysis.
- c. *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.
- d. *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.
- e. *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) *outcomes* achieved: efficacy in moving agenda items forward in the University and in fostering productive discussion; b) *processes* engaged: their inclusiveness, manageability within members' time constraints, adequacy of supports (staff time, budget); and c) *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.
- f. *Staff and resources.* Programming and administrative support are provided by the staff of Human Rights and Equity (who attend PACHRED meetings as *ex officio* members) as well as the President's Offices. PACHRED has an annual budget from the President that is administered on its behalf by HRE.

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