



**Minutes of the Mount Royal Faculty Association**  
**Meeting date: October 9, 2020**

(Approved electronically on October 14, 2020. Moved: Ghada Alatrash Seconded: Maria Teresa Grillo Arbulu)

**Call to order:** A Diversity and Equity Committee meeting of the MRFA was held virtually through Zoom in Calgary, Alberta on October 9, 2020. The meeting convened at 3:01p.m., Chair, Maki Motopanyane presiding.

**Members Present:**

Andrea Phillipson  
Derrick Antson  
Ghada Alatrash  
Jennifer McCormick  
J.J. Fenez  
Lee Easton

Maki Motopanyane  
Maria Teresa Grillo Arbulu  
Yasaman Amannejad

**Absent with Regrets**

Leah Hamilton

**Agenda Approval**

The agenda of the October 9, 2020 Diversity and Equity Committee was approved by consent. Moved: Andrea Phillipson, seconded: Yasaman Amannejad

**Minutes Approval**

The minutes of the September 23, 2020 Diversity and Equity Committee meeting were approved by consent. Moved: Ghada Alatrash, seconded: Yasaman Amannejad

**Business Arising**

**1. COVID-19 Working Group Update**

- The committee was updated on the work of the COVID-19 Working Group on Dependent Care. The committee discussed the working group hosting a focus group regarding Covid-19 and challenges faced by members specific to dependent care, arising from the Executive Board Survey. The committee discussed the need to identify what supports are needed for those facing difficulties in this area. The working group was provided a timeline to work on this over the 2020 Fall semester.

**2. Canadian Centre for Diversity and Inclusion (CCDI) Webinars**

- The committee was informed that there are webinars available through the CCDI which appear to be free for employee partners, which MRU appears to be. A conversation was had regarding providing information on these workshops to MRFA members, through the Communications Working group.

**Action:** Maki will look into the webinars and make sure that the CCDI values align with the MRFA, will inform Andrea of the findings and will update the committee at a future meeting.

**3. President's update on DEC letter to the MRFA Executive**

- The committee was informed that the MRFA Executive Board received the letter regarding the timing of MRFA meetings. The Executive shared the letter with GFC standing committee Chairs and MRFA staff are looking to address, internally, the concerns raised by the DEC.

**Items for Discussion/Decision**

**1. Recording meetings and sensitive information**

- The committee discussed how meeting minutes will be recorded and how sensitive information will be dealt with. It was decided that meeting minutes will contain high level summaries and sensitive information will be discussed using in camera motions.

**Action:** JJ will work with Derrick, where appropriate, to record minutes.

## **2. MRFA Diversity and Equity Committee Email**

- The committee continued the discussion from the August 26, 2020 meeting in regards to having a DEC email through the MRFA server. This email will be managed by MRFA staff and where appropriate, communications will be distributed to committee members for review and/or action. A report will be provided by MRFA Staff regarding the number of emails received by members, aggregate topic summaries and other reports as necessary.

Motion: THAT the MRFA Diversity and Equity Committee formally request the creation of an Equity, Diversity and Inclusion email ([EDI@mrfa.net](mailto:EDI@mrfa.net)) for members to use to contact the DEC directly. Motion carried.

Moved: Yasaman Amannejad, and seconded: Andrea Phillipson

**Action:** JJ will inform Chantelle of the DEC decision and work with Chantelle on the next steps

## **3. DEC member on the Equity Governance Review Working Group**

- The committee discussed appointing a member of the committee to the Equity Governance Review Working Group. Ghada Alatrash was appointed to this working group.

Motion THAT Ghada Alatrash be appointed as the Diversity and Equity Committee representative on the Equity Governance Review Working Group. Motion carried.

Moved: Andrea Phillipson, and seconded: Yasaman Amannejad

**Action:** JJ will inform Chantelle of Ghada's appointment to the EGR Working Group

## **4. International Day of Pronouns- October 21, 2020**

- The committee discussed what, if any events, should this committee hold for International Day of Pronouns on October 21, 2020. The Communications Working Group offered to take this on and a suggestion was made to encourage members to use their pronouns in the signature line of their emails to raise awareness.

**Action:** Andrea will work with the Communications Working group on this.

## **5. Equity Data**

- The committee discussed that the first step in addressing Equity Data issues is to start with the MRFA. The committee was informed of other university's self identity forms for employees and will work to craft a new Self-Identity form for the MRFA. Once a new form has been created, the committee will be looking at the way(s) to obtain this information from members.

**Action:** JJ will draft a Self Identity form based on her research and will provide the form to the committee for review/ revision and commentary before the next meeting.

Adjournment: The meeting was adjourned at 4:05p.m.

Next Meeting:  
Wednesday, October 21, 2020 via Zoom