



TERMS OF REFERENCE

Diversity Advisory Council (DivAC)

Land Acknowledgment

The land on which the University of Toronto operates has, for thousands of years, been the traditional land of the Huron-Wendat, the Haudenosaunee, and most recently, the Mississaugas of the Credit. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.

Authority

The Temerty Faculty of Medicine (TFoM) recognizes that we are situated within a society that has created and perpetuated structural and institutional systems (including the medical and health care systems) of social inequality. These structural inequities exist in the present day, and they have continued to create large power imbalances between dominant groups and marginalized groups resulting in barriers for the latter to experience good health, well-being, and quality of life. In light of this reality, the TFoM is committed to working on eliminating systemic barriers to health equity for all.

The University of Toronto's Temerty Faculty of Medicine Diversity Advisory Council (TFoMDAC) is established under the authority of the Dean for the purpose of advising the TFoM Associate Dean, Inclusion & Diversity and ultimately the Dean's Executive on matters relating to inclusion, equity, human rights, and diversity at the TFoM in order to move forward the commitment to social justice and health equity.

Purpose

The TFoMDAC is part of the Faculty's diversity strategy to build inclusion and equity structures, processes, and resources in line with the Faculty's overall vision of leading improvement in health through education, research and partnerships. The TFoMDAC has been established both to provide leadership in the area of diversity, equity and inclusion, and also to empower, support, and create allyship with underrepresented and marginalized groups.

The TFoMDAC will not subsume all equity, social justice and human rights work occurring within the Faculty, but it will work to ensure that there are initiatives and strategies for inclusion, diversity and equity that are Faculty-wide with formal accountability to the Dean.

Mandate

The TFoMDAC's mandate includes the following (not in order of priority):

- 1) Explore issues and gaps around systemic equity, inclusion, human rights, and diversity at the Faculty and recommend and advocate for appropriate strategies to respond to these issues and gaps.
- 2) Provide the Associate Dean, Inclusion & Diversity and supporting diversity team with guidance and support in developing an annual diversity plan for the Faculty which sets priorities, targets, measures and evaluation mechanisms.
- 3) Review, monitor and advise on all Temerty Faculty of Medicine programs and policies through an equity and inclusion lens to ensure they are not creating and/or perpetuating systemic and institutionalized barriers and/or exclusions.
- 4) Share information, keep an inventory, and develop a historical record of the Faculty's strategies and successes in the areas of inclusion, equity and diversity.
- 5) Facilitate ongoing community engagement with learners, staff members, faculty members, and the broader Toronto community in the form of education and communications to promote dialogue on issues of inclusion, equity and diversity.
- 6) Be accountable to and report directly to the Dean's Executive on two (2) occasions each year on the development and implementation of diversity strategies:
 - a) at the beginning of each academic year, and
 - b) at the end of each academic year.

Composition

The TFoMDAC is comprised of a combination of faculty members, staff, and learners at the Temerty Faculty of Medicine as well as University of Toronto community members and representatives from TAHSN partners.

Members are invited by the Dean and Associate Dean, Inclusion & Diversity on an annual basis to serve a one-year term, and members of equity-seeking groups and underrepresented minorities are specifically identified and recruited to encourage and create a group of diverse voices. The council shall be a diverse group of individuals across Faculty departments and areas of expertise.

Membership terms will commence each June and all members will be considered for an additional term at the end of their one year. Each June, new members will be encouraged to participate based on their identified interest and/or expertise in inclusion, equity and diversity issues. New members may also be asked to join at any time during the term should a vacancy and/or specific need on the council arise.

Co-Chairs

The Council will be co-chaired by the Associate Dean, Inclusion & Diversity and a council member. Council member co-chairs will serve a one-year term. The council member co-chair will be selected on an annual basis by the rest of the council via consensus.

The TFoMDAC co-chairs' responsibilities are to:

- Preside over council meetings (or alternate, depending on what is most convenient for the co-chairs)
- Set the agenda for each council meeting after consulting with council members
- Encourage participation from all council members and all constituencies across the faculty
- Invite special guests to attend meetings, when appropriate
- Rely on and promote a consensus model for decision making

Council Members

- Ensure that the purpose and mandate of the council is being fulfilled
- Honour the confidentiality of council discussions
- Will be granted time away from their normal duties to attend council meetings and perform any duties assigned by the council
- Gather information, perspectives, and knowledge about inclusion, equity and diversity from their respective constituencies
- Actively participate in council discussions and make recommendations
- Notify the council in advance if unable to attend and/or participate in any meeting(s)
- May delegate another member from their constituency to attend the meeting on their behalf if they are unable to attend
- Affirm that they will abide by the principles and values outlined in the "Affirmation Statement" below

Quorum

Quorum shall be reached with the presence of a majority of council members within the first 30 minutes of the scheduled start of the meeting.

The issuing of an agenda for the council meeting will be considered notice to members of the meeting.

Working Groups

Working groups will be formed to deal with specific issues on an as-needed basis and will make recommendations to the entire council for deliberation.

Chairs of working groups will be appointed at the first meeting of the specific working group.

Operations

The TFoMDAC shall meet a minimum of 4 times per year, and shall prepare regular interim reports to the Dean's Executive and Dean's Advisory Group, in addition to the 2 formal reports provided at the beginning and end of every academic term.

The dates of the meetings shall be set by the Associate Dean, Inclusion & Diversity and Diversity Strategist based on consultation with all TFoMDAC members.

Affirmation Statement

I agree to abide by the [University of Toronto's Statement on Equity, Diversity, and Excellence](#), and to the best of my abilities, be a champion of inclusive and equitable practices at the Temerty Faculty of Medicine and at the University of Toronto.

KEY DEFINITIONS

Culture

An integrated pattern of learned core values, beliefs, norms, behaviors and customs that are shared and transmitted by a specific group of people. Some aspects of culture, such as food, clothing, modes of production and behaviors, are visible. Major aspects of culture, such as values, gender role definitions, health beliefs and worldview, are not visible.¹

Diversity

Diversity embodies inclusiveness, mutual respect, multiple perspectives, and serves as a catalyst for change resulting in health equity. In this context, we are mindful of all aspects of human differences such as socioeconomic status, race, ethnicity, language, nationality, sex, gender identity, sexual orientation, religion, geography, disability, and age.²

¹ Association of American Medical Colleges (AAMC) Group on Diversity and Inclusion: <https://www.aamc.org/members/gdi/>

² Association of American Medical Colleges (AAMC) Group on Diversity and Inclusion:

Equity

Implies fairness, impartiality, even-handedness. A distinct process of recognizing differences within groups of individuals, and using this understanding to achieve substantive equality in all aspects of a person's life.³

Equity-Seeking Groups

Groups who have been historically disadvantaged and excluded from institutions and decision-making as a result of colonialism and systemic sexism, racism, ableism, homophobia and transphobia. Includes women, those who identify as racialized, Indigenous people, persons with disabilities, and those who identify as lesbian, gay, bisexual and transgender (sic).⁴

Inclusion

Inclusion is a core element for successfully achieving diversity. Inclusion is achieved by nurturing the climate and culture of the institution through professional development, education, policy, and practice. The objective is to create a climate that fosters belonging, respect, and value for all and encourage engagement and connection throughout the institution and community.⁵

Learners

Encompasses the broad range of students who participate in the Faculty of Medicine's programs, including prospective medical students (e.g. high school students who participate in the faculty's Summer Mentorship Program, undergraduate students in the faculty's Community of Support Program), undergraduate medical students, graduate students, residents, fellows, post-doctoral fellows, and other trainees. Learners also include faculty members who are engaged in a variety of teaching, research, and administrative activities.

Underrepresented Minorities

Underrepresented in medicine means those racial and ethnic populations that are underrepresented in the medical profession relative to their numbers in the general population. The concept can be expanded to include other forms of diversity, including but not limited to people with disabilities, LGBTQ+, gender identity, age, socio-economic status etc.⁶

³ Ontario Human Rights Commission Appendix 1: Glossary of Human Rights Terms:

<http://www.ohrc.on.ca/en/teaching-human-rights-ontario-guide-ontario-schools/appendix-1-glossary-human-rights-terms>

⁴ Canadian Association of University Teachers Equity Review, 2007: <https://www.caut.ca/docs/equity-review/a-partial-picture-mdash-the-representation-of-equity-seeking-groups-in-canada-rsquo-s-universities-and-colleges-%28nov-2007%29.pdf?sfvrsn=10>

^{5,6} Association of American Medical Colleges (AAMC) Group on Diversity and Inclusion:

<https://www.aamc.org/members/gdi/>