Medical Biophysics Equity, Diversity, and Inclusion (EDI) Committee
Meeting Minutes
Wednesday 4 April 2018, 11am
Sunnybrook Health Sciences Centre, 2075 Bayview Ave, Rm S6 62

Attendees:
Vinayak Bhandari, Yr 3 Phd Biology Stream student in Bristow/Boutros lab
Stecia-Marie Fletcher, Yr 2 MSc Physics Stream student in O’Reilly lab
Thomas Kisslinger, MBP Professor, Biology Stream and MBP Dept Chair
Bojana Stefanovic, MBP Associate Professor, Physics Stream
Graham Wright, MBP Professor, Physics Stream

Minutes: B. Stefanovic

1. Welcome all members.

2. Discussion of committee goals:
To identify and implement initiatives that will actively promote inclusion and equitable treatment of current and prospective students and faculty and diversify their demographics

3. Discussion on the ways to gather data on current faculty/student body demographics:
   - UoT Faculty of Medicine to disseminate a detailed survey (currently in preparation, likely to have a considerable delay before deployment)
   - MBP to compose a much smaller scale, anonymous survey that is part self-identification and part invitation for faculty/student participants to identify current EDI gaps in the department and make suggestions as to important initiatives going forward

4. Brainstorming discussion on initiatives:
   - Seeing yourself in leadership/decision making groups
     Understand where we stand currently – publicize current leadership demographics (chair/vice chairs/admissions and promotion committee/MBP executive committee); their mandates and routes to membership
     Ensure EDI-mandated members representation on the different departmental committees
   - Draft MBP code of conduct, with special emphasis on EDI for graduate supervision/course management/supervisory committees
   - Draft MBP web page on EDI – list initiatives and contacts
   - Make EDI a component of the mandatory ethics course
   - EDI promotion in:
     - recruitment efforts – include EDI in MBP fact sheet; demographics diversification outreach eg (participation in Women in Science and Engineering conference)
     - orientation
     - course management (delivery and accessibility)
   - Draft orientation package for MBP faculty
   - Organize monthly EDI seminar series – involve couple of faculty for moderation

5. Hold monthly meetings of the EDI committee
6. After minutes approval by the members, distribute the EDI meeting minutes to all MBP faculty and students for comments and suggestions on initiatives