

Racial Equity and Environmental Justice (REEJ)- Standing Committee

Terms of Reference

Mandate

The Racial Equity and Environmental Justice Committee supports, promotes, monitors and reports on equity and environmental justice work within the School of Architecture. The mandate of the committee is to increase understanding and address systemic barriers to equity, inclusion, and decolonization in all facets of the School's operations. The committee's mandate is to track progress in admissions, recruitment, curriculum and program-related processes in coordination with other School's committee, in order to make recommendations to the Director for changes that may be required to continue our work against racism, towards decolonization, sustainability and environmental justice. The committee collaborates with School, Faculty and University committees to offer guidance and support in different areas, including School Culture, Curriculum, Hiring and Admissions, Outreach, and Accountability.

Role and Responsibilities

- Develops, recommends and implements modes of engagement with the School community to report on progress on commitments, gather feedback and keep the conversation open on racial equity and environmental justice; Advises the Director on the ongoing communication with the School community;
- Implements, tracks and reports on progress on commitments to change adopted by the School of Architecture that fall under its mandate, focusing on one initiative per term;
- Assists School Committees in the development of metrics to measure and track progress on goals set out in the plan for implementation adopted by the School; Coordinates with School Committees to review, publish and report on progress once a year; Tracks progress on the School of Architecture dedicated website, along with updates on Faculty and University progress when pertinent;
- Researches, develops and recommends priorities for the School climate action plan;
- Oversees annual events to acknowledge marginalized groups, such as Black History Month, National Indigenous History Month, 2SLGBTQ+ History Month and/or Pride Month, and Women's History Month;
- Recommends priority areas of study and continues to study different areas every year to identify concerns as well as progress on addressing racial equity and environmental justice; Develops and recommends ways to address these issues; Tracks progress and reports back on changes;
- Develops modes of engagement within and outside the University to advocate more broadly on racial equity and environmental justice within the community, discipline and profession;
- Gathers resources for and offers support to racialized and underrepresented students, staff and faculty;
- Coordinates with Associate Dean Outreach, Equity and Diversity, as well as the Equity Office to align School practices with Faculty and University processes.

Membership

The Committee consists of two full-time faculty members, together with two sessional or definite-term contract lecturers, two undergraduate students, two graduate students, one staff, and one alumni, as well as the School of Architecture director as a non-voting member. It may call on other representatives as required (i.e. REEJ Advisory Board, University Human Rights, Equity & Inclusion Unit, the Equity Office and the Indigenous Initiatives Office). In its membership and consultation, the committee must prioritize racialized and marginalized voices, with a clear compensation framework. A student committee may be formed annually to work on specific areas in collaboration with the standing committee.

Meetings

The Committee Chair reports to the School's Executive Committee and School Committee. The committee normally meets once a month, whether as a committee or as part of a joint committee meeting. The Chair is responsible for setting up the schedule, for the distribution of the agenda, and the Administrative Assistant supports by taking minutes and keeping a list of action items for all to refer to online. Minutes are distributed to all committee members and School Director and filed in the Administrative Office and Teams site.

Review

The Terms of Reference should be reviewed as required and at least every three years by the Racial Equity and Environmental Justice Committee and approved by the Executive Committee.