Date: 24 August 2023
Time: 1:00 – 2:30 p.m.
Location: NH 3308 & MS Teams (Hybrid)

Attendees: Aishah Awan, Darren Harry Baine, Ndagire Brendah, Dr. Shaunasea Brown, Lauren Burrows, Rodrigo Costa, Kiara Daw, Felicitas Egunyu, Gilene Graham, Dr. Maurita Harris, Dr. Kathy Hogarth, Ola Idris Ali, Celine Isimbi, Ryon Jones, Tolu Kayode, Dr. Chima Mbagwu, Madisson McKellar, Mary Mojoyinoluwa Oladejo, Dr. Judith Nicholson, Dr. Vanessa Oliver, Dr. Moses Tetui, Yasmin Wallace, Dr. Ciann Wilson

AGENDA

1. Welcome & Introductions
   Idris Ali welcomed members from the University of Waterloo and Wilfrid Laurier University and provided time for introductions.

2. Minutes of the 20 July 2023 Meeting
   The minutes were accepted as distributed.

3. Proposed Forum Structure
   Idris Ali provided an overview of the proposed structure for the Scarborough Charter Inter-Institutional Forum which will be held jointly by the University of Waterloo (UW) and Wilfrid Laurier University (WLU) from May 8-10, 2024. In reference to ‘Workshops A and B’ in the structure, she explained the hope to create ‘paired’ workshops where ‘A’ would provide educational and/or lecture style learning, and B would provide participants an opportunity to engage with the learning and create tangible outcomes through discussions, activities, and brainstorming.

   Idris Ali noted that the current proposed structure was built from conversations between UW and WLU, and requirements from the Scarborough Charter Steering Committee. Idris Ali added that while this committee is responsible for the programming, content, communications and evaluation of the forum, the actual structure may evolve as our work continues with the folx responsible for the logistics. In response to a question regarding the business meeting for senior leaders on Day 2 – 9 May 2024, Idris Ali shared that the Scarborough Charter Steering Committee is solely responsible for setting the agenda and running the meeting.

4. Proposed Themes
   Idris Ali shared the proposed themes that came out of the brainstorming session at the last meeting and suggested the creation of workshops centered on these themes. It was agreed that
there will be intersections across the themes and workshops. Idris Ali asked committee members to consider recommending existing resources and facilitators for these workshops, citing the University of Waterloo’s ‘Pathways to Responding to Anti-Black racism’ training as an example. Members suggested: Rayanne Braga, a Community Researcher with a focus on peer support; Rania El Mugammar, an Anti-Oppression Consultant and Liberation Educator; Folx from Toronto Metropolitan University; and Dr. Johonna McCants-Turner from Conrad Grebel University College.

5. **Sub-Committees**
   
   Members discussed the idea of sub-committees within this larger joint Think Tank. It was decided that in future meetings, all members would participate in programming and that there will be breakout sessions for those interested in participating on sub-committees regarding communications, evaluations etc., which will be determined as we move forward in this work.

6. **Timelines**
   
   Idris Ali shared the proposed timelines as outlined in the agenda package. Through discussion, it was decided that all members of the Think Tank would be asked to work individually, in pairs, or collectively across institutions to ‘pitch’ workshops, facilitators, and/or keynote speakers using the Workshop Proposal Form in the agenda package. These proposals will be due before Thursday 14 September 2023 end of day to Madisson McKellar via email at madisson.mckellar@uwaterloo.ca. Proposals will be shared to the Scarborough Charter Inter-Institutional Forum Teams Channel.

7. **Next Meeting**: 21 September 2023

30 August 2023

Madisson McKellar

Administrative Officer