



Special School Council Minutes of Meeting
1030-1230/ August 16, 2017
Room 610, HSB

Virtual participation: <https://jcb.adobeconnect.com/dlsph-school-council/>

Attendance: *Members of School Council:* Izzeldin Abuelaish, Anya Archer, Ananya Banerjee, Morteza Bashash, Anita Benoit, Whitney Berta, Shafi Bhuiyan, Sue Bondy, Paul Bozek, Jennifer Brooks, Adalsteinn Brown, Melodie Buhagiar, Pierette Buklis, Erica Di Ruggiero, Mark Dobrow (Chair, non-voting), Michael Escobar, France Gagnon, Mavic Galicia (non-voting) Erjia Ge, Dionne Gesink, Brenda Gladstone, Daniel Grace, Vinusha Gunaseelan, Robin Hurst, Tracy Kirkham, Victoria Kirsh, Sarah Ko, Michael Lebenbaum, Christina Lopez, Wendy Lou, Andrea Monsour, Arleen Morrin, Blake Poland, Jason Pole, Valeria Rac, Valerie Rackow, Laura Rosella, Lori Ross, Olli Saarella, Andrea Sass-Kortsak, Robert Schwartz, Jeremy Scott, Emily Seto, Ellen Sokoloff, Suzanne Stewart, Don Willison, Julia Zarb

Non-members: Solly Benatar, Stephanie Nixon, Nicole Bodnar, Annette Paul, Uttam Bajwa, Sarah Ko, Vadim Levin

Remote:* Charlotte Lombardo, Diego Bassani, John McGurran, John Murphy, Maria Chiu, Walter Wodchis

*Note: two online participants did not identify themselves (`DD` & `GA`) and so cannot be confirmed to be voting members

1. Owing to a minor video setback, the meeting was called to order at 10:45AM. Mark Dobrow, Chair of School Council welcomed everyone to the Special School Council meeting noting this was a request by the Interim Dean Adalsteinn Brown, partly to start his new position and to impart his ideas on how to interact in the Dean role, through the School Council. Mark quoted Art IX of the Constitution: *A special meeting maybe called by the Chair of the Council, the Dean of the School, or upon written request of not fewer than 10% or members of Council, and shall be convened within 10 days to consider the matters requiring the meeting. Notice of such meeting shall be given at least one (1) week prior to the meeting.*

Mark also noted that for this meeting, there is no teleconference, instead Adobe Connect. There are 8 people participating online and whose comments/questions will be relayed by the Co-Chair for the Chair to share with the larger group. They can hear and will be able to see what is projected on screen.



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2. Mark presented the agenda highlighting the 4 items to be discussed and asked for a motion to approve. Steini forwarded the motion, seconded by France Gagnon. The motion passed.
3. Steini Brown started off by saying thanks to Mark Dobrow and Sue Bondy for Chairing and Co-Chairing the Council and to everyone for being at the meeting. He noted that the aim is to increase the importance of School Council as a venue to:
 - Come together and talk about major issues
 - Engage every stakeholder across the School
 - Vote on items and see these through implementation
 - The Dean's Office will ensure that policies are in place; the School Council meeting will be a place for faculty to learn more about these policies, engage and debate.
 - Working with the School Council Co-Chairs, we will ensure that the meetings address important items that are being addressed by the Dean's Office.

There were no questions following the Interim Dean's remarks.

4. Statement on Diversity, Equity & Excellence: Uttam Bajwa, Co Chair of the Diversity and Equity Committee (2016-17) along with Rhonda Cockerill and Arjumand Siddiqi; presenting with Stephanie Nixon

The Diversity and Equity Committee was established in 2016 by Howard Hu with the following key responsibilities: develop a diversity and equity statement; advise the DLSPH leadership on diversity and equity issues; review diversity and equity initiatives at other institutions; assess and monitor diversity at the School. Sixty four (64) people volunteered, they were all taken in and from which evolved 5 sub-committees: Developing a Diversity and Equity Statement; Review Diversity and Equity Initiatives at Other Institutions; Diversity Assessment; Benchmarks and Targets; Implementations. They met in December and came up with 4 recommendations.

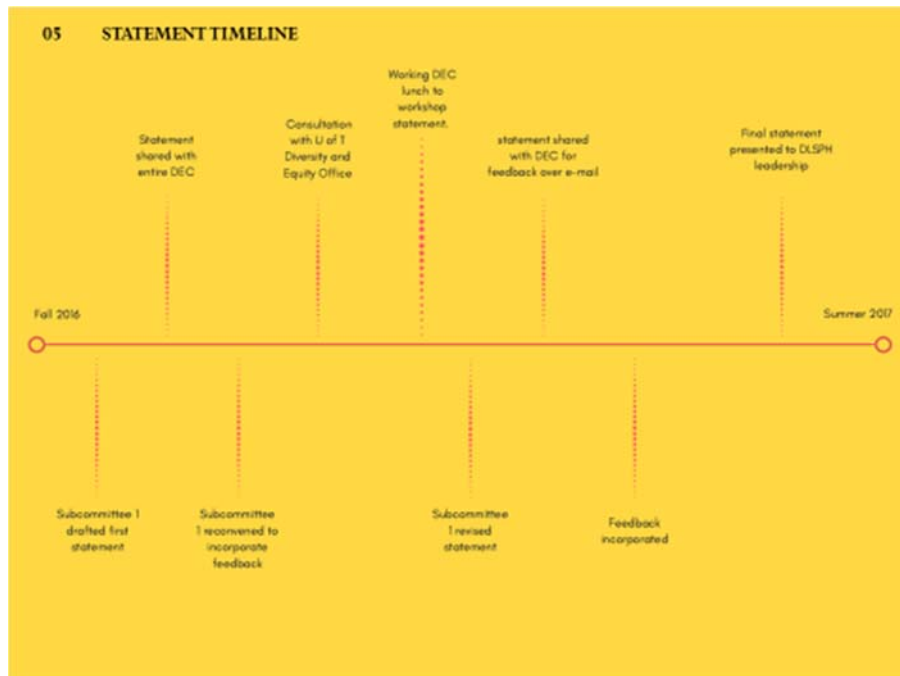
1. School Council adopts Statement on Equity, Diversity and Excellence.
2. DLSPH leadership clarifies responsibility for Diversity and Equity
 - identify a Chief Diversity and Equity Officer
 - include Diversity and Equity responsibilities in all leadership job descriptions
3. DLSPH leadership begins Diversity and Equity Assessment
4. DLSPH builds on the committee's momentum and commitment to diversity and equity in 2017-18.



Stephanie Nixon took over; introduced herself. Nixon is a cross–appointee at DLSPH with primary appointment at the Dept of Physical Therapy, but has “deep roots” in the School; was introduced to ideas of diversity and inclusion during her masters work; did her PhD in Social and Behavioural Health Sciences and continues to engage with DLSPH grad students and doing other administration and leadership roles relating to Global Health. She is co-chair with Arjumand Siddiqi of the sub-committee on developing a diversity and equity statement.

Nixon laid out the committee’s goal to introduce the Statement to the Council and consider it for approval. In brief, the Draft Statement on Diversity, Equity and Excellence is the U of T Governing Council’s Statement verbatim with additions to clarify meaning and relevance for the DLSPH.

The timeline below illustrates how the Committee arrived at the draft statement that was shared with the larger community prior to the meeting. The committee also consulted with Sandra Carnegie-Douglas, Anti-Racism & Cultural Diversity Officer, and another officer at the U of T Diversity and Equity Office. The draft was subsequently reviewed by the full Diversity and Equity Committee including Chan Shah who, along with Blake Poland, was part of the task force on ethno-racial diversity that gave its final report in 1999. This document was also used for inspiration to come up with the fine-tuned draft that is now before the School Council.



Some comments after the presentation include:

Blake Poland expressed appreciation for the hard work put into the draft, bringing the issue of diversity and equity back front and centre. The DLSPH specifics add



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significantly to the existing U of T statement showing DLSPH leadership in this area. He followed up with a question on the mandate of the committee on subsequent steps. The answer: as of yet, the Committee's role is to advise leadership and to focus on the Statement.

Mike Escobar added that it is a powerful statement and it was also helpful to see a sub-committee on benchmarks and milestones, assessment.

Solly Benatar inquired might there be an affirmative action policy to help ensure that some of these ideals are realized? Does this notion of diversity and inclusion include diverse intellectual ideas that have been historically marginalized in the academy and for which some scholars may feel there is a threat to bring forward? Stephanie Nixon responded that one of the things the Committee is appreciative about was the scope given by Dean Hu who asked the Committee "to do what is needed to be done." Hence the Committee decided to be imaginative and thought that for the Statement to be effective, it must be pervasive, that there are different places and ways under the umbrella of DLSPH to bring this forward. The affirmative action policy may come out of future discussions during the assessment/benchmarks phase.

Erica DiRuggiero: Thanked the committee for their work and asked what U of T has done to deliver the 11 year-old statement. Uttam noted that there is a lot of work being done by the U of T Diversity and Equity Office led by the anti-racism and cultural diversity officer. The one challenge faced is that there has been little or no assessment or monitoring.

Mark asked for a motion to approve the Statement of Equity, Diversity and Excellence – Blake/Mike Escobar. All in favor. The Statement is approved.

Steini added that a short discussion might be useful on who is responsible for Diversity and Equity at DLSPH. Uttam mentioned models such as Faculty of Medicine which recently hired a Diversity Officer, a faculty member with one full time staff. Elsewhere it is a committee; in other schools the role is imbedded in one of the leadership portfolios. Recommendations and information from the Committee will be regularly discussed at School Council.

5. Teaching Effectiveness Guidelines. Mike Escobar introduced the document, noting its importance particularly for promotions and tenure. What is currently in force at DLSPH is grandfathered from the Faculty of Medicine's Teaching Effectiveness Guidelines, written in the 1990s, revised during the last two years.

Mike Escobar described the process: A committee was struck and came up with the current draft, a thicker version of the Faculty of Medicine Guidelines, largely based on the Faculty of Pharmacy's guidelines. The draft in its present form was also reviewed by the Education Committee of School Council. In parallel, the



draft was submitted to the VPFAL office which sent back comments a few days before today's School Council meeting. The document is being presented to School Council for information, comments and feedback and come up with an updated version in September to be submitted to the VPFAL office, discussed at DLSPH senior administrators meeting; then to Education Committee and School Council for approval. Mike Escobar discussed the guidelines, procedures for faculty to undertake. He also requested for feedback from faculty.

Steini underscored the importance of the policy especially for faculty who are going for promotion. The guidelines have yet to be approved by the Provost's office, thus the School Council cannot vote on the matter yet.

Comments:

- suggestion to add principles of adult education;
- sharing the document/seeking input from Centre for Teaching Support & Innovation;
- cross-referencing the guideline with the Statement of Equity, Diversity and Excellence; ensuring that sufficient number of references to the resources of CTSI and Teaching Dossier guidance are reflected in the document to assist faculty in expanding their teaching philosophy statement;
- add opportunities for sustained faculty development;
- formalizing faculty mentorship, a tool kit for new faculty
- fantastic document making the unclear clear

Steini added that the School needs to be at a place of certainty, be able to render judgment. At School Council, talk about how the School is addressing all of the teaching development, building excellence in the School.

6. Divisional Guidelines on Contracts.

Steini introduced the item for information of School Council, not as a matter for approval. Robin Hurst spoke about the draft guidelines, principles, process and pathways for review and approval of contracts, which is based on several templates within U of T, i.e. FoM as well as input from the different units in DLSPH. The pathways are presented in tables, categorized in three sections, for easy reference. Comments are welcome over the next two weeks to be submitted to the Provost's office in the beginning of September 2017 for approval.

Steini, answering a question from Sue Bondy, when things go outside of normal course of business, how do we make sure we know that's how it is supposed to be handled. Although, ensuring good decision-making falls to the role of the Dean, Steini emphasized that the School is a collective and governed like a collective; try to make sure that appointments follow processes that have transparency



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around them e.g. the school needs an appointments and promotions committee for each of the graduate units.

No other questions/comments followed.

7. Mark Dobrow noted that the minutes from the June 14 2017 meeting will be approved at next School Council meeting: Nov 21, 2017.
8. No other business arose.
9. The meeting was adjourned at 12:15.