THE UNIVERSITY OF BRITISH COLUMBIA
Department of Cellular & Physiological Sciences
Faculty of Medicine

REDI (Respect, Equity, Diversity, and Inclusion) Meeting
Friday February 24, 2023
10:00 - 11:00 AM, via Zoom

Present: Dr. Elizbeth Rideout, Dr. Majid Alimohammadi, Dr. Tim O'Connor, Mark Mendoza, Zaira Khan, Shalini Iyer

Regrets: Dr. Hakima Moukhles, Dr. Lesley Hill, Caris Tin

This meeting was called for:

1. Approval of agenda
2. Approval of minutes from last meeting
3. Matters arising from the minutes
4. Co-chairs update
5. Developing and targeting survey questions
6. Providing feedback on a CPS lab's EDI policy
7. Other Business

Dr. Rideout began the meeting with land acknowledgement. She encouraged everyone to give their own land acknowledgement using Zoom chat.

1. Approval of agenda

The agenda was approved.

2. Approval of minutes from January 30

The draft minutes are pending approval. Once approved, they will be shared via MS Teams.

3. Co-chairs update

Dr. Rideout reported that the EDI workshops for faculty and staff were well attended; however, the EDI workshop for graduate students and postdoctoral fellows was poorly attended. She indicated that our mailing lists may not include everyone in the department. We should find another way to contact people and ensure to include everyone for the future events; a better mechanism may become apparent from the survey.

4. Developing and targeting [survey questions](#)

Dr. Rideout proposed a timeline for the REDI survey process:
1. Go over all the survey questions today
2. Divide into smaller groups and tailor questions for each group within the department
3. Finalize the survey at the next meeting
4. Distribute the survey in the beginning of April

Dr. Rideout noted that Dr. Alimohammadi and she will work on the survey preambles by the next meeting.

Question 1*: What activities would increase your knowledge and engagement with equity and inclusion initiatives? Please check all that apply and comment on any additional initiatives you would like to see.*

- Dr. O'Connor raised a concern that the question includes two components; knowledge and engagement. Dr. Rideout suggested adding and/or.
- Dr. Rideout suggested changing "equity and inclusion" to REDI and defining REDI in the preamble.
- Dr. Alimohammadi suggested changing "increase" to "promote" – Dr. O'Connor agreed.
- Zaira suggested "enhance your knowledge and/or promote engagement" – Drs. Rideout and O'Connor agreed.

Options for "all that apply":
- Dr. Rideout suggested workshops, and Shalini suggested specifying the types of workshops.
- Zaira suggested seminars by invited speakers from experts in EDI. – Dr. Rideout agreed.
- Dr. Alimohammadi suggested courses for people to attend. – Dr. Rideout agreed and pointed out that courses can be listed on CV when people complete them.
- Shalini suggested web resources via REDI website (CPS and/or FoM).
- Zaira suggested focus groups for each group (e.g., Postdocs, RAs, Staff etc.) Dr. Alimohammadi suggested listing employee resource groups across UBC.
- Dr. Rideout suggested small sessions that are mediated by EDI experts

Question 2*: Is the CPS REDI committee supporting/meeting your needs to increase your knowledge and engagement with EDI activities (agree→disagree). Please add any comments on how we can better support/meet your needs.*

- Zaira suggested changing "EDI activities" to "EDI initiatives."
- Drs. Rideout, O'Connor and Zaira agreed that this is the most important question, therefore this should be the first question.
- Everyone agreed on the wording of this question and the format; agree to disagree scale with a comment box.

Question 3*: I faced barriers to equity/inclusion in my interactions with the department (agree→disagree).*

Question 4*: How would you like to communicate which barriers (if any) to equity and inclusion you faced? Please check all that apply.*

- Zaira, Drs. Rideout and O'Connor agreed to place these questions at the last.
- Dr. Rideout reminded the committee that Shalini proposed having links to the relevant resources (e.g., EDI office webpage, learner mistreatment etc.)
- Dr. Alimohammadi suggested "I faced or have witnessed" and "you faced, or have witnessed." Dr. Rideout and Zaira agreed.

Question 5*: What kind of initiatives do you expect from the REDI committee? Please check all that apply, and suggest additional activities in the comment box.*

- Dr. Rideout asked the committee, how we can differentiate the Question 1 and 5 as they sound similar.

- Dr. Alimohammadi saw the redundancy in these questions and suggested removing this question. Shalini spoke against removing the question, as the activities to increase people's knowledge and engagement and the activities people want to be involved in are not necessarily the same.
- Dr. Rideout suggested "What kind of activities would make the department more inclusive? Shalini agreed. Zaira pointed out that this may sound that the point of focus is inclusion only.
- Dr. Alimohammadi suggested "What steps can be taken by the department to promote greater REDI in your work place?" Dr. Rideout agreed and added "in your working and learning environment."

The committee changed the order of questions. They agreed that a question with an agree to disagree scale comes first for ease of answering questions.

Dr. Rideout mentioned that she will reorganize the survey question document and leave the instructions and action plans for everyone. The committee agreed to form small working groups as follows and tailor the survey questions for each department group over next 3-4 weeks.

- Leslie Hill & Shalini Iyer – Postdocs and Graduates
- Mark Mendoza & Zaira Khan – Staff
- Elizabeth Rideout & Caris Tin – Undergraduates
- Tim O'Connor & Majid Alimohammadi – Faculty

5. Providing feedback on a CPS lab's EDI policy

Dr. Rideout shared the lab policy document drafted by Dr. Cembrowski. Zaira commented that this document is well-considered and beautifully written. Dr. Rideout agreed with Zaira and mentioned that a different version of this document can be distributed to the CPS faculty as a template.

Shalini suggested using more bullet points for ease of reading.

Dr. Rideout raised the following points:
- Accommodations: If PI can ask every lab member if there are accommodations they need, it would save the person at a disadvantage the stress of figuring out how and when they can disclose to the PI.
- Regular check-ins are recommended to provide feedback and ensure all the lab processes are working.
- Work Hard: This is a subjective term, and it can create a barrier. Zaira suggested "Work to the best of your ability." Shalini agreed.
- Active Participation: provide examples
- Suggested links to Learner Mistreatment, FoM REDI website and adding examples of grassroots organizations

Dr. Rideout encouraged everyone to add any other thoughts and feedback to the lab document. She will provide feedback to Dr. Cembrowski 1-2 weeks after this meeting.

6. Other Business

Dr. Rideout noted that the committee will discuss and set up a regular time to meet monthly at the next meeting, so we do not need to fill out a poll every month.