

EDI Timeline

*09.17.20 prepared by Sari van Anders, EDI Committee Chair
Updated by Sari van Anders & Michele Morningstar; most recently 05.27.21*

Our EDI committee engages in a number of tasks. We update and revise our timeline as needed, and refer to it at each monthly meeting.

Future/Upcoming plans

• May 2021

- Eleventh committee meeting
- Plan summer EDI reading group (Sari)
- Accessible documents workshop (Sari)
- Getting “EDI Teaching Tips” from faculty who have been doing this (Sari)
- Find out who new AGSIP (grad student) members will be (they start July)
- EDI workshop on grad admissions (Sari)
- DEAP Questionnaire (Sari)

• June 2021

- Twelfth committee meeting
- Make sure new undergrad members are recruited (Sari)
- DEAP Step 2 (Sari)
- Schedule for new meetings (Sari)
- Brief new committee members for July turnover (Sari)
- Online EDI resources for department (Michele)
- Develop budget for 2021-2022 year (Sari)
- Review how EDI actions of the year and proposed actions map onto five equity-seeking groups and different department constituents (Sari)
- Department retreat (if it happens): EDI updates and imaging exercise (Sari)
- Guidance document on EDI for speaker visits (Sari)
- Hiring materials and focus proposal, including consideration of recent hire(s) (Sari and Luis)
- Flesh out Speakers’ List (Sari, with support committee)
- TRC Follow-up Plans: first steps (see also Psychology EDI/TRC Meeting Follow-Up Plans)
 - 1. Curricula focused on Indigenous Studies:
 - Step 1: Discuss with Undergrad Chair Meghan Norris to get input (Sari).
 - Next steps Ask EDI Support Committee to look for related syllabi (Sari), develop proposal for department (Sari), etc.
 - 2. Resources for Department Self-Education:
 - Step 1: Develop list of names to consult with Al (Sari)
 - Next steps: research on resources/existing self-ed plans with help from EDI Support Committee (Michele), etc.
- Disseminate Teaching tips (Sari)

• July 2021

- New Committee (Sari and Michele stay on).
- Invite consultants (Sari & ?)

- Planning for undergrad work experience (Sari & Luis)
- Schedule EDI materials report-backs
- Check on TRC Follow-up Plans: Second steps, etc.
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- **August 2021-June 2022 (Timing TBD)**
 - Reading Groups (focus this year on Indigeneity, anti-Indigeneity, and settler colonialism): pick books, schedule meetings, who will run (Sari)
 - Support for faculty revising curriculum with EDI considerations (including the EDI committee and/or department hiring someone, e.g., a TA, to support efforts)
 - Undergraduate Summer Research Program in Psychology Proposal (Sari & Luis)
 - Career development for grad students (Sari)
 - Follow up on PICRDI Discussions to plan action items.
 - Social Justice in the lab (Sari, Michele)
 - Review of university EDI pedagogy materials to see what is useful/to recommend
 - Mentoring across difference proposal (Sari)
 - Department EDI data proposal (Michele & TBD)
 - Social action plan (Sari)
 - TRC Follow-up Plans: first steps (see also Psychology EDI/TRC Meeting Follow-Up Plans)
 - 3. Training on research with Indigenous communities on issues of importance to Indigenous Communities
 - Step 1: See where existing materials/trainings might be (Sari)
 - Next steps: depends on outcome of Step 1
 - 4. Integrating teaching about Indigeneity:
 - Step 1: Research on existing ideas/thoughts/voices think about this (undergrad members, EDI Support Committee)
 - Next steps: share with Sari, etc.
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Ongoing and Past Activities

April 2021

- ADMINISTRATION & MEETINGS
 - Tenth committee meeting
 - Update timeline (Sari & Michele)
 - Meet with AGSIP reps to discuss grad student member policy voted on by EDI Committee (Sari).
 - Discuss undergrad EDI Committee member position who is unable to be at meetings over summer and whether to solicit a new member (Sari, Isabel).
 - Develop policy about how people in the department or in the EDI Committee can solicit social injustice support notes.
- COMMITTEE EVENTS & ACTIVITIES
 - N/A
- RESOURCES
 - N/A
- COMMUNICATIONS
 - Website Updates (Michele)

- EDI meeting summary to Dept newsletter (Sari)
- EDI notes to department meeting (Sari)
- Solicit EDI Support Committee members (Sari)
- Disseminate how department members can ask for social injustice support notes (Sari).
- CONSULTATION
 - Consult with faculty member about class concern (Sari).
 - Consult with UBC EDI member (Sari).
 - Consult about budget for grad student interviews/initiative (Trinda and Sari).
 - Discuss EDI Committee name with Meredith Chivers (Sari).

March 2021

- ADMINISTRATION & MEETINGS
 - Ninth committee meeting
 - Update timeline (Sari & Michele)
 - Meet with Al Doxtater to discuss follow-up action ideas from EDI Psychology/TRC Action Meeting (Sari)
 - Meet with Monica Castelhana (Cog Neuro Area chair) about EDI discussion (Sari)
 - Policy Updates (Sari)
- COMMITTEE EVENTS & ACTIVITIES
 - First and second EDI reading groups (Sari & Trinda)
 - Collect and go through group summaries from EDI Psychology/TRC Action Meeting to pick 2-3 (Sari)
 - Collect Speakers' List updates (Sari)
 - Developed policy about EDI Funds for EDI Guest Speakers in Courses (Sari)
 - Developed updated support committee description (Sari) and updated announcement developed by Lisa.
- RESOURCES
 - Disseminated Review of Evidence about Admissions and GRE (Michele)
 - Disseminated EDI Funds for EDI Guest Speakers in Courses (Sari)
- COMMUNICATIONS
 - Website Updates (Michele)
 - EDI meeting summary to Dept newsletter (Sari)
 - EDI notes to department meeting (Sari)
 - Developed and disseminated note about resources for Asian folks as brought to committee by Tanya Tran (grad student) (Sari)
 - Communications about support for accommodations/considerations (Michele)
 - Conclude and disseminate grad student letter summary and action items (Trinda and Sari).
- CONSULTATION
 - Consult with Monica Castelhana, Cognitive Neuroscience Area Head about EDI discussions (Sari).
 - Discuss various EDI issues with Kevin Munhall.
 - Consult with various department members about scheduling for EDI and Grad Admissions event (Sari).

- Consult with Eric Brousseau and Rahul Patel about department newsletter item (Sari).
- Consult with Meghan Norris about language for communicating with undergrad on EDI issue (Sari).
- Consult with faculty member about class concern (Sari).

February 2021

- **ADMINISTRATION & MEETINGS**
 - Eighth committee meeting
 - Update timeline (Sari & Michele)
 - Meet with one job candidate to ask about/discuss EDI (Sari)
 - Complete/submit four reviews of job candidates from EDI Lens (Sari)
 - Meet with Department Head about evaluations (Sari)
 - Meet with Department Head about EDI committee next year (Sari)
- **COMMITTEE EVENTS & ACTIVITIES**
 - Research on EDI training (Tess)
 - Organizing EDI reading groups (Sari) and planning agenda (Sari & Trinda)
 - Discussions and planning about EDI Training for Dept (Tess & Sari)
 - Communicating with Luis Flores about summer undergrad research program (Sari)
 - EDI Psychology/TRC Action Meeting (Sari)
 - Finalize student letters' items and prioritization (Trinda and Lisa)
- **RESOURCES**
 - Developed Review of Evidence about Admissions and GRE (Michele)
- **COMMUNICATIONS**
 - Website Updates (Michele)
 - EDI meeting summary to Dept newsletter (Sari)
 - EDI notes to department meeting (Sari)
 - Black History Month email (Sari)
 - Communications with departmental undergrad student about EDI engagements and blog post (Sari)
- **CONSULTATION**
 - Consult with department staff member about EDI questions (Sari)
 - Consult with Meredith Chivers on EDI questions x 2 (Sari)
 - Consult with graduate students about budget request for focus groups (Sari & Trinda)

January 2021

- **ADMINISTRATION & MEETINGS**
 - Seventh committee meeting
 - Update timeline (Sari & Michele)
 - Meet with Head about EDI involvement in job hires (Sari)
 - Meet with three job candidates to ask about/discuss EDI (Sari)
 - Work out admin support for the EDI committee (Sari)
- **COMMITTEE EVENTS & ACTIVITIES**
 - Planning/scheduling EDI reading groups (Sari)
 - Planning/scheduling TRC meeting (Sari)
 - Work on support committee plan (Lisa)

- Work on student letters' items and prioritization (Trinda and Lisa)
- Research on EDI training (Tess)
- RESOURCES
 - Develop EDI questions for job candidates (Sari)
 - Develop EDI scoring for job candidates (Sari)
- COMMUNICATIONS
 - MLK Day note (Sari)
 - Website Updates (Michele)
 - EDI meeting summary to Dept newsletter (Sari)
 - EDI notes to department meeting (Sari)
- CONSULTATION
 - Consult with Meredith Chivers on EDI issues (Sari)
 - Consult with external colleagues on EDI training (Sari)
 - Consult with Christopher Bowie on EDI issue (Sari)
 - Discuss EDI issue with Stanka Fitneva (Sari)

December 2020

- ADMINISTRATION & MEETINGS
 - Sixth committee meeting
 - Guidelines for communicating in Teams/OneDrive (Michele)
 - Organize timeline into themes (Michele)
 - Update timeline (Sari)
 - Policy updates (Sari)
- COMMITTEE EVENTS & ACTIVITIES
 - Planning/scheduling EDI reading groups (Sari)
 - Planning/scheduling TRC meeting (Sari)
 - Work on support committee plan (Lisa)
 - Work on student letters' items and prioritization (Trinda and Lisa)
 - Gathering consultant suggestions (Sari)
 - Research on EDI training (Tess)
 - Selecting undergrad nominees for Young, Gift, & Black celebration (Sari, Alix, and Isabel)
 - Organize, schedule, and host "Gender, Mentorship, Sexism, & Success" Workshop (Sari)
 - Plan accessible documents mini-workshop (Sari)
- RESOURCES
 - Finalize speakers' list (Lisa)
 - Ask area chairs and distinguished speaker organizer to complete speakers' list (Sari)
 - Complete website (Michele)
- COMMUNICATIONS
 - Disseminate Guidance Document for Supervisors (Tess)
 - Disseminate Teaching and Social Location Guidance Document (Sari)
- CONSULTATION
 - Consult with Meghan Norris about Guidance Document about Teaching and Social Location

November 2020

- ADMINISTRATION & MEETINGS
 - Fifth committee meeting
 - Work with EDI Committee and Psyc DSC for selecting students to put forward for Young, Gifted, and Black celebration at Queen's (Sari, Alix, and Isabel)
 - Figuring out rates for consultants (Trinda)
 - Consultants and consultant guidance letter proposal (Sari)
 - Read the TRC report (all)
- DEPARTMENTAL EVENTS
 - Email out about EDI Reading Group (Sari and Trinda)
 - Work on organizing mass speaker list plan (Lisa)
 - Consult with Indigenous Initiatives about the TRC action proposal (Sari)
 - Develop the TRC action proposal (Sari)
- RESOURCES
 - Admissions and (not just) GRE discussion proposal start (Michele)
 - Finalize grad version of accommodations guidance document (Tess)
 - Find out whom the EDI Committee would refer people to if they brought concerns about individual incidents of social injustice to us (e.g., discrimination) (Sari)
 - Work on EDI Training courses proposal (Tess)
 - Create and disseminate guidance document about teaching and social location (Sari)
- COMMUNICATIONS
 - Discuss the EDI Committee at the department open house (Sari)
 - Work to add prioritized items from grad student letters to EDI timeline (Trinda and Lisa)
- CONSULTATION
 - Consult with Clinical Director on a grad student email (Sari)
 - Discuss international student survey results with grad students who did survey (Sari)
 - Consult on the Distinguished Lecture Series invite (Sari)

October 2020

- ADMINISTRATION & MEETINGS
 - Fourth committee meeting
 - Undergraduate members join committee
 - Consultants and consultant guidance letter proposal (Sari)
 - Develop proposal for EDI Support Committee (Lisa)
 - Bring mandate and name change to the department for a vote (Sari)
- DEPARTMENTAL EVENTS
 - Start EDI Reading Group planning (Sari & Trinda)
 - Organize mass speaker list plan (Lisa)
- RESOURCES
 - Finalize accommodations guidance document (Michele)
 - Work on grad version of accommodations guidance document (Tess)
 - Work on EDI training courses proposal (Tess)
- COMMUNICATIONS

- Work to add prioritized items from grad student letters to EDI timeline (Trinda and Lisa)
- CONSULTATION
 - Consult for Clinical Cultural Competency course (Sari)

September 2020

- ADMINISTRATION & MEETINGS
 - Third committee meeting
 - Query department about undergraduate members (Sari)
 - Recruitment and selection of undergraduate members (Sari & Trinda)
 - Finalize and submit budget (Tess)
 - Proposals on accommodations guidance document, timeline, grad student letters, EDI reading groups, cross-Canada EDI graduate student groups, teaching, EDI speakers, and mandate.
 - Incorporate agreed-upon proposals into timeline
 - Meet with Four Directions Indigenous Elder (EDI Chair Sari)
 - Meet with Psychology Professor Emeritus involved in past Queen's EDI initiatives John Berry (EDI Chair Sari)
- RESOURCES
 - Work on accommodations guidance document (Michele)
- COMMUNICATIONS
 - Finalize and have website up (Michele)
 - Work on prioritizing items from grad student letters to EDI timeline (Trinda and Lisa)

August 2020

- ADMINISTRATION & MEETINGS
 - Second committee meeting
 - Updates, committee name, consultants, website, budget
 - Planning EDI Committee meeting schedule
 - Initial meeting with Undergrad Chair Meghan Norris about EDI and UG
 - Meeting with Jane Mao, representative invited by QBAS to represent QBAS (discussed accommodations around social injustice)
 - Query department about undergraduate members (Sari)
- DEPARTMENTAL EVENTS
 - Planning meetings about Town Hall (EDI Chair Sari)
 - Town Hall (initiated/organized by grad students; EDI Committee Chair chaired)
- RESOURCES
 - Work on accommodations guidance document (Michele)

July 2020

- ADMINISTRATION & MEETINGS
 - First committee meeting
 - Introduced ourselves, discussed what makes a committee work well, discussed purpose of our committee, developed/finalized goals document, planned on how/when to report back to department, discussed how

members are chosen and what committee constitution should look like, discussed support committee, decision by vote, can operate in meetings or email, letters from grad students, response timelines within committee

- Meeting summary sent out to department
- Meeting with Cynthia Fekken, Department Head (EDI Chair Sari)
- Meeting with Meredith Chivers, Clinical area chair (EDI Chair Sari)
- Query department about undergraduate members (Sari)
- Meeting with Jill Jacobson about Social-Personality Grad student letter (EDI Chair Sari)
- DEPARTMENTAL EVENTS
 - Discussions with grad student letter writers and planning for town hall (EDI Chair Sari)
- CONSULTATION
 - Discussing Clinical hiring (EDI Chair Sari phoned four clinical faculty to ask them to consider EDI in hiring focus, read materials, emailed, and asked two consultants for input)