



## STANDING COMMITTEE ON DIVERSITY & EQUITY TERMS OF REFERENCE

### **Mandate**

The Diversity and Equity Committee is a standing committee of CAPAL /ACBAP dedicated to diversity and equity in academic librarianship, and is committed to creating and maintaining an atmosphere of inclusion and respect in a safe and nurturing environment. It shall work to identify and address issues of social justice encompassing but not limited to race, sexuality, religion, mental health, and ability as they relate to the library profession and its multiple constituencies.

### **Objectives**

The committee shall:

- serve as a forum for dialogue on developing members' intercultural, inclusivity and equity awareness and competencies;
- develop strategies and initiatives to advance and promote issues of equity, diversity, and inclusivity to Canadian academic librarians;
- develop resources to assist CAPAL/ACBAP members in working towards Inclusive Excellence [<https://www.aacu.org/publications/committing-to-equity>] within their own institutions;
- be available to consult with the CAPAL/ACBAP conference committees to invite relevant speakers, and to work with other CAPAL/ACBAP committees and colleagues as appropriate to maintain an inclusive, safe environment at the Association's annual conference;
- on behalf of CAPAL/ACBAP, respond publicly to issues of equity, diversity, and inclusivity as they relate to the profession in Canada, and to relevant media inquiries;
- respond to other relevant issues as requested by the CAPAL/ACBAP Board.

## **Members and Composition**

Membership in the committee is up to ten CAPAL/ACBAP members, one of whom shall serve as Chair. The Chair is a non-voting member of the Board of Directors by virtue of the position.

The Chair is recruited by the Nominating Committee and appointed by the Board of Directors for a two-year term. Committee members are recruited by the Chair with support from the Nominating Committee. Members can serve two consecutive terms. The Chair or individual members can be removed by a resolution of the Board of Directors.

## **Meetings and Quorum**

The Committee shall meet at least every three months and during the annual CAPAL/ACBAP conference. Additional meetings can be called by the Chair or any two committee members. A majority of those present and voting shall constitute quorum. Informal meeting minutes will be kept and available to CAPAL/ACBAP members upon request. The Chair will report on the committee's activities to the CAPAL/ACBAP Board, at the annual general meetings as requested by the Board, and at other times as appropriate.

**Approved by the CAPAL/ACBAP Board: 2016-05-20**