



## **EQUITY, DIVERSITY AND INCLUSION ADVISORY COMMITTEE (EDIAC) TERMS OF REFERENCE**

### **Defining Equity, Diversity, and Inclusion\***

#### **Equity**

Equity refers to parity in policy, process, and outcomes for historically and/or currently underrepresented and/or marginalized people and groups while accounting for diversity. It considers power, access, opportunities, treatment, impacts, and outcomes, in four main areas:

- Representational equity: the proportional participation at all levels of an institution;
- Resource equity: the distribution of resources in order to close equity gaps;
- Equity-mindedness: the demonstration of an awareness of, and willingness to, address equity issues;
- First-hand knowledge: the recognition of context experts through their lived/living experience and the necessity to adapt practices to impartially serve equity seeking groups.

#### **Diversity**

Differences in the lived experiences and perspectives of individuals, which may include ethnicity, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical disability, mental disability, sex, gender identity or expression, sexual orientation, age, class, and/or socio-economic situations.

#### **Inclusion**

Inclusion is an active, intentional, and continuous collective process to address inequities in power and privilege, and to build a respectful and diverse community that ensures welcoming spaces and opportunities to flourish for all.

\* These terms of reference are temporary. The EDIAC will propose new definitions.

## **EDIAC Mandate**

The EDIAC reports to the Board of Directors' Diversity, Equity, Nominating and Governance (DING) Committee. Its mandate is to provide leadership on matters related to diversity, inclusivity, equity, and the decolonization and elimination of discrimination at the National Theatre School.

The EDIAC is responsible for:

- Evaluating and shaping NTS's policies, actions, and plans on matters of equity, diversity, anti-racism, and inclusion;
- Ensuring transparency and accountability by the institution in this work;
- Weaving together the work of different outside experts, community members, and stakeholders to ensure that it is specific to NTS's context and needs, and that there is coherence between different initiatives;
- Acting as a bridge to different stakeholders (e.g. staff, students, faculty, Board directors, etc.) to help develop a shared understanding and effort in the work of making NTS a safe, inclusive, and equitable school;
- Providing perspective and expertise to the School and helping the institution reflect on and understand how to become safer and more equitable;
- Supporting students in their advocacy to bring about change within the institution and beyond.

## **Initial Goals**

The EDIAC will initially oversee the work of four working groups on the decolonization and elimination of discrimination at NTS (see below for definitions) in the following priority areas:

1. **Reviewing current pedagogy and curriculum** to i) evaluate current practices in place and ii) propose new approaches, content, and criteria to ensure that the School's training supports equity, diversity, and inclusion (EDI) and anti-racist principles;
2. **Assessing human resources policies and procedures** to ensure that hiring practices, remuneration, staff retention, and HR policies support EDI and anti-racist principles;
3. **Understanding and improving the student experience** to ensure that the School's training and work environments are safe and adapted to the lived realities of the School's diverse community, with a specific focus on ensuring the safety of marginalized community members;
4. **Updating NTS's values, policies, and procedures**, including learning contracts, conflict resolution procedures, student and staff handbooks, and codes of conduct, to ensure that they include explicitly anti-racist practices, perspectives, and frameworks.

## **Composition**

The EDIAC must include a diversity of experiences and perspectives from a broad range of stakeholders and will be composed of:

### PERMANENT MEMBERS (12 total):

- CEO
- Artistic Director of the French Section
- Artistic Director of the English Section
- 3 students (min. 1 per section)
- 2 alumni (min. 1 per section)
- 1 Board director from the DING Committee
- 1 staff member – non-management
- 2 faculty members – permanent or non-permanent

### NON-PERMANENT MEMBERS MAY INCLUDE (max. 3):

- Associate artists or resident artists
- Community members and practitioners
- Additional students or alumni
- Additional staff or faculty

## WORKING GROUPS

The EDIAC may form sub-committees and working groups if deemed necessary to address specific issues. These sub-committees and working groups may include EDIAC, community, and staff members or external experts as needed. Each working group will have a designated liaison person who reports to the EDIAC and works closely with the committee to ensure alignment with the EDIAC mandate.

## **Terms of Office**

The CEO, both Artistic Directors, and the Board director are permanent members of the EDIAC. All other members will serve on a year to year basis (August to July), depending on their status in the organization (e.g. students who have graduated can serve as alumni), level of interest, and in accordance with the terms to be defined by the committee at its first meeting.

The EDIAC will have no committee chair but the agenda will be managed by the CEO (or their Executive Assistant). Any member can recommend items for the agenda, provided that these are presented for inclusion no less than five days prior to the meeting.

### **Appointment Policies**

Staff and student members can be nominated by any current student or staff member. The committee will define selection criteria at its first meeting. The first committee will be comprised of self-selected representatives of the IBPOC Coalition and staff selected by the CEO. A call will be issued for alumni participation after the first meeting.

### **Conduct**

A code of conduct, in line with school policy, will be defined by the EDIAC within the first three meetings.

### **Meetings**

Meetings will be held a minimum of three times per school term at a date and time set by the Advisory Committee. The length of the meetings will vary depending on the agenda and will include reports from working groups.

- Members unable to attend may propose a replacement, at the discretion of the rest of the committee
- Meeting minutes will be taken by the CEO's Executive Assistant
- Decisions will be made by consensus or by the Gradients of Agreement (see Appendix A)

### **Remuneration**

A small honorarium will be offered to all committee members, excluding standing members. The honorarium will be established by the committee at the first meeting.

### **Terms & Structure**

EDIAC updates will be made public through the NTS website and monthly EDI newsletter.