

SOCIAL JUSTICE COMMUNITY COUNCIL

TERMS OF REFERENCE

October 2024

Objectives:

1. To advise the Office of the Vice Dean Indigenous Health, in relation to:
 - 1.1 The span of work of Office of Vice Dean Indigenous Health (OVDIH) and Division of Social Accountability
 - 1.2 The OVDIH enduring commitment to authentic community engagement.
 - 1.3 Equity, diversity, and inclusion matters impacting the College of Medicine.

Composition:

Vice-Dean Indigenous Health (Chair)
Community Engagement Specialist, Office of Indigenous Health (non-voting)
Community Advisor
Community Advisor
Community Advisor
Community Advisor
Community Advisor
Community Advisor
Community Advisor
Community Advisor
Community Advisor
Community Advisor
Clerical Assistant (non-voting)

Appointment/Term of Office:

1 year term.

Duties

1. Collaborating in a respectful manner with other council members.
2. Attending all scheduled meetings facilitated by OVDIH.
3. Contribute to discussions facilitated by OVDIH.

Meetings:

The Social Justice Advisory Council will meet three times per year or as required with a minimum of two times per year.

Quorum:

50% of the council, including 50% advisor attendance.

Minutes:

1. Minutes of all meetings shall be recorded and kept on file in the office SharePoint.
2. The minutes shall be available to all council members.
3. Any information deemed to be confidential in nature (i.e. individual health or personal issues) shall be handled and stored in a secure manner.
4. Confidential information recorded during meetings shall be kept in the General Office files and location of this information referenced in the minutes.

Reports:

The Chair of the Council shall summarize pertinent activities in the biannual strategic update to the College of Medicine's senior leadership team twice a year and other governing bodies as required.