EQUITY AND INCLUSION SUBCOMMITTEE
E+I Subcommittee Terms of Reference

1. PURPOSE

The AMS is committed to the development of intersectional, diverse and inclusive practices. The Equity and Inclusion Subcommittee (hereafter referred to as the “E+I Subcommittee”) is responsible for ensuring that the AMS is held accountable and is proactive with maintaining and achieving the goals in the AMS Equity Plan. To ensure success, the E+I Subcommittee shall welcome voices from various equitable communities and key members within the UBC community.

2. MEMBERSHIP

The E+I Subcommittee shall be comprised of:

A. The Equity and Inclusion Lead, who shall be the Chair
B. One (1) Executive appointed by the Executive Committee, who shall be the Vice-Chair;
C. Three (3) non-Executive Council members;
D. Two (2) students at-large;
E. Two (2) representatives appointed by the AMS Resource Groups;
F. Two (2) representatives appointed by the Equity and Inclusion Lead from HPS marginalized student groups;
G. The Equity and Inclusion Coordinator, who shall be non-voting;
H. The AMS Human Resources Manager, who shall be non-voting; and
I. One (1) representative from UBC’s Equity and Inclusion Office, who shall be non-voting.

3. ROLES AND RESPONSIBILITIES

The E+I Subcommittee shall:

A. Provide guidance and oversight to the development and progress of the AMS’s Equity Plan;
B. Provide feedback on and assist in the development of annual goals relating to the AMS Equity Plan.
C. Provide and recommend updates and improvements on to the AMS's Equity Plan;

D. Determine the operational functionalities and actions necessary to reach the long-term goals, short-term goals, and action items outlined in the Equity Plan.

E. Make recommendations to certain portfolios and departments of the AMS, with the approval of the Executive Committee, to take actions items relating to Equity + Inclusion; and

F. Disseminate information and content from the Equity and Inclusion Subcommittee’s meetings to representative bodies and other key members represented and discussed.

4. PROCEDURES

The procedures regarding the E+I Subcommittee’s meetings are the following:

A. The E+I Subcommittee shall meet at least once a month;

B. The E+I Subcommittee shall discuss and approve annual goals for the AMS Equity Plan no later than June 30th, and submit them to the Executive Committee for approval.

C. The E+I Subcommittee shall review the progress made on the AMS Equity Plan annual goals throughout the year, and approve a final report to AMS Council no later than April of each year.

D. The E+I Subcommittee may submit motions to the Executive Committee for approval which may then be forwarded on to AMS Council for approval or for information.