



ESS Terms of Reference:

Justice, Equity, Decolonization, Diversity, & Inclusion (JEDDI) Committee

Approved by the Board of Directors on July 29, 2026

Reviewed on July 08, 2026

Recommended to be reviewed by July 08, 2027

1) The JEDDI Committee is a committee of the Board.

2) Composition:

- At least three (3) members of the board of directors;
- Up to but no greater than two (2) general members of the Society may be appointed to the Committee as voting members;
 - The number of general members appointed to the Committee may not exceed the number of Directors sitting on the Committee;
- The Committee may invite additional non-voting guests at its discretion.
- The Director of Development of the Society will be a non-voting member of the committee.
- The Director of Engagement of the Society will be a non-voting member of the committee.
- Quorum shall be three (3) voting members of the committee

3) Chair:

- The Committee will be chaired by the JEDDI Officer
- The Chair will be responsible for calling meetings, developing the agenda for meetings with input from the Committee, and reviewing the draft minutes from the previous meeting
- The Chair is responsible for onboarding new Committee members to ensure they are aware of the Committee purpose and mandate.

4) Officer:

- The JEDDI Officer will be responsible for reporting the committee's activities to the Board of Directors each month during the board meeting



5) Agenda:

- The agenda will be sent out to committee members at least 2 days (or 48 hours) prior to the holding of a JEDDI Committee meeting

6) Purpose and Mandate: new thing

- Lead Embark's justice, equity, decolonization, diversity, inclusion, and anti-oppression work and identify opportunities for organizational change alongside staff, Board, and Coordinators
 - This includes working towards completing the S.M.A.R.T. Goals for Strategic Priorities set by the Board.
- Make recommendations to the Governance Committee/the Board of Directors on policies relating to justice, equity, decolonization, diversity, inclusion, and anti-oppression.
- Work with Embark staff, and/or the Board Chair to ensure anti-oppression training is embedded into all onboarding plans
- Update and ideate ways of operationalizing Embark's Anti-Oppressive Spaces Guide ( Anti-Oppressive Spaces Guide)
- Cooperate with the Relations Committee to learn and apply JEDDI concepts that student affiliated groups, constituency groups, and other allies incorporate into their operations/board work. This may include shared workshops, seminars, consultations, and social events.
- Revise accessibility in the Embark Studio

7) Meeting Frequency:

- The JEDDI Committee shall meet as required, with expected frequency of once per month or bi-monthly, at minimum two (2) times per semester. Meetings may be held more frequently, at the discretion of the chair(s).
 - Should the agenda items for a given month contain no voting motions, email correspondence for discussion may be used in place of a formalized meeting. Email correspondence is not valid for any items that require official motions.
- The JEDDI Committee shall discuss any proposed changes to bylaws, at least 2-4 months prior to the annual general meeting; this may be included during one of the monthly or bimonthly committee meetings and can be revised frequently as needed
 - The *Officer* of the JEDDI committee shall approach all other ESS committees,



the board of directors, as well as the Director of Development and Director of Engagement, and where applicable any other ESS members to best determine any such areas of the ESS bylaws that may require review.

- These discussions should occur such that enough time is given to send proposed changes to the board of directors and subsequently be brought forth as motions at the annual general meeting.