YEAR PLAN

Equity and Inclusion Officer

Elisabeth Jonah

McMaster Science Society

2023-2024

(submitted August 31st, 2023)

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2023-2024 Year Plan

Letter from the Position

For as long as I can remember, I have been passionate about advocating for marginalized communities, and creating safe spaces for all. As the Equity and Inclusion Officer for the MSS, I have an opportunity to continue making the MSS a safe and welcoming place for all students.

One of my major goals for my term is to implement the framework for policies surrounding the MSS for EDI. While the MSS has strived to be an accepting place for all, it is important to have specific policies in place that allow for both consistency and accountability. My goal is to at least create a first draft of an EDI Policy for all members of the MSS. When completed, this policy will be uploaded to the MacSci website, to provide transparency with the student body. Part of this goal also includes creating a checklist that ensures that all events / content relating to the MSS consistently follows EDI practices. Again, this will provide a method of accountability for MSS members, and keep all members responsible.

I also plan to implement EDI training as part of the yearly MSS executive member training day. This training will focus on interacting with students of diverse backgrounds, and how to best run the MSS in order to suit the needs of as many as possible. This training will be a way to address any barriers that MSS club members may face, and will allow MSS executive members to address any internal biases they may hold.

In addition to this, another goal would be continuing the work of the past Equity and Inclusion Officers. This includes updating the BIPOC page on the MacSci website with more relevant sources, as well as providing information and researching resources for BIPOC students that can be shared on our various social media platforms. This goal serves to always make sure that the MSS is a place where everyone feels like they belong.

Finally, speaking more generally, as the Equity and Inclusion Officer, I will always strive to make the MSS a club where all students regardless of their background or identity can feel safe and able to participate. In the big picture, this means that students will feel comfortable holding discussions about diversity and inclusion, and feel welcome to bring up any disparities that they see, and trust that their concerns will be not only heard, but acted upon. As one of the largest clubs on campus, we have a special role since we are a club that reaches a variety of different student audiences. It is our responsibility to do our best to take into consideration the different perspectives, identities, and backgrounds of our students. I look forward to working on the MSS executive team, and making the world of science a better place for all!

Elisabeth Jonah

Equity and Inclusion Officer
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TIMELINE

Month	Objective/Project/Event/Goals
June	
July	
August	Things to complete: - Begin work on first draft for EDI Policy and checklist
September	
October	
November	Things to complete: - Enact checklist
December	
January	
February	Things to complete: - finalize EDI Policy - start creating new EDI training
March	
April	Things to complete: - Finalize EDI training for new incoming executive term

OBJECTIVES:

Objective 1: EDI Policy	
Description/ Current State	Currently, there is no clear document outlining the MSS stance on EDI practices and policies. - While the MSS has been doing it's part to create diverse and equitable spaces, there is no legislation about EDI - This could pose problems for the future since there is no way to maintain consistency and hold MSS members accountable.
Goal	Create a document containing clear EDI policies, - This document will include what EDI means to the MSS, and how it can be incorporated in our events / any containing associated with the MSS - Document will be created using prior understanding of EDI policies, as will as consulting other on campus clubs and organizations that already have an existing policy First draft should be created this term, with the hope of having the policy ready for the next executive term. It is imperative that the policy reflect the values of EDI as understood by multiple perspectives. - Since I am just one individual, it is difficult to incorporate the perspectives of many - To mitigate this problem, I will consult with the EDI Office on campus, to ensure that the policy covers all areas
Long Term Implications	Provide the MSS with consistency - As mentioned previously, the policy will provide a way for all MSS members to maintain consistent EDI practices while planning events, or creating any kind of content for the MSS - This allows everyone that is a part of the MSS to work independently, while still following the same guidelines.

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	Allow for accountability - by having set guidelines and practices, it provides a way for MSS members to be held accountable and take responsibility for their work. - The policy will give members of the MSS a means to check their work, and ensure that they are following EDI practices.
Partners	Milenna Raposo - Policy and Bylaws Officer - Contact: policyandbylaws@macsci.ca Equity and Inclusion Office - University Hall, Room 104

Objective 2: EDI Checklist	
Description/ Current State	Although enacting a new EDI policy is useful, it may not be a practical tool for MSS executive members to consult on a regular basis. - It would be better to have some kind of quick guideline list to consult when making smaller plans, for example a post on social media, or a one time event.
Goal	Create a checklist for MSS executive members to use whenever creating a post / content for the MSS. - This checklist will serve to mitigate any problems with accessibility for students - It will also give MSS executives the understanding and assurance that they have done their due diligence in regards to upholding our EDI policies.
Long Term Implications	Responsibility - This checklist places the responsibility of EDI practices on the executive members making the events. It can be amended as

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	need be in the future, and will always serve as a reminder of the responsibility that MSS executive members have to uphold EDI practices Events / Content - All future events / content associated with the MSS will adhere to this new checklist beforehand - This ensures that every event is as accessible as possible, and that the MSS can reach an even larger audience - Content that passes the checklist will also be
Partners	Visali Manimaran - VP Internal - Contact: vpinternal@macsci.ca Equity and Inclusion Office - University Hall, Room 104

Objective 3: EDI Training	
Description/ Current State	Currently, MSS executive member training focuses mainly on how to navigate roles from a functional point of view. - Since many of the roles involve interacting with students, creating events, and posting to social media, it is also important that members are aware of EDI policies, and how to navigate certain situations that may arise within their roles.
Goal	An EDI training segment will be included along with the yearly MSS executive member training day. - It will serve to train members on how to interact with students of diverse backgrounds, and make members aware of any internal biases they may hold - Training will provide members with the skills necessary to address barriers to equality and inclusion Training will be designed during the school year with the hope that it will be enacted for the next executive term.

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	Similarly to the EDI policy, it is important that the training is suitable to be used in the context of many situations. - In order to make sure that all angles of EDI are reasonably covered, I will also consult with the EDI Office on this goal. I also hope that by incorporating EDI training as one of the largest clubs on campus, we set a new standard for EDI for all clubs at McMaster.
Long Term Implications	Once incorporated, this training should be used for all future MSS executive members, and repeated yearly. - Although the training can be updated and amended as needed, the training will serve to make sure that all MSS, present and future, are on the same page when it comes to EDI. As a whole, by setting a precedent for EDI training as one of the largest clubs, it sends a message of the importance of EDI training to other clubs on campus. - In the future, I hope to see more and more clubs using a similar style of EDI training for their executive members.
Partners	Equity and Inclusion Office - University Hall, Room 104

EVENTS & PROJECTS

Name of Event/Project: EDI Training

DATE	June 2024
PURPOSE	Provide MSS executive members with EDI training
PROCEDURE	This training will occur alongside regular MSS training.
DIFFICULTIES	It may be difficult to seamlessly incorporate this training with the regular training, while maintaining the same time frame.
PARTNERS	Equity and Inclusion Office - University Hall, Room 104
PROJECTED OUTREACH	Approximately 40 individuals (All members of MSS executive team)
BUDGET	TBD