



WIDENING PARTICIPATION COMMITTEE

Mandate

The Widening Participation Committee (WPC) is mandated by the Faculty of Medicine's Office of Social Accountability and Community Engagement (SACE) to develop, implement, and monitor programs and initiatives aimed at increasing the participation of underrepresented populations in the application processes to McGill's health professional programs, in the Faculty of Medicine and the Faculty of Dentistry.

The Committee shall make recommendations regarding best practices for promoting diversity, equity and inclusiveness in student recruitment, including assisting in the dismantling of unnecessary barriers to health professional education and training. The above shall be subject to accreditation standards for the health professional programs.

Roles and Responsibilities

Committee Roles and Responsibilities

In addition to the overarching mandate set out above, the Committee has the following specific roles and responsibilities:

- Identification and prioritization of target groups for recruitment into McGill's health professional programs
- Development and oversight of recruitment interventions within identified target communities:
 - Development of programs (e.g., shadowing in clinical settings and classrooms, research opportunities)
 - Development and oversight of content for programs (e.g., presentations, resource materials)
 - Participating in training of health professional student volunteers
 - Participation in events (e.g., in-school, on-campus and virtual activities)
- Monitoring of progress with respect to Widening Participation Committee's objectives:
 - Assessment and evaluation of programs
 - Data analysis and publication (for various audiences: e.g., scholarly publication, recruitment materials, public consumption)
- Community partnership cultivation and development, including with:

- Community organizations
- Schools (elementary, secondary, post-secondary)
- Sister schools (Faculties of Medicine and other health professional training programs)

Member Roles and Responsibilities

- Selection of recipient for the Class of 1985 Entrance Scholarship (at June meeting).
- Members shall not participate in the evaluation of applications to the MDCM (and joint), Med-P, DMD and Dent-P programs [undergraduate professional programs in Medicine and Dentistry], and will not participate in the evaluation of applications to other health professional programs in the Faculty of Medicine, when faculty numbers permit.
- Members are expected to represent the concerns of their stakeholder constituency(ies) within the Widening Participation Committee and to communicate the priorities, vision and initiatives of the Committee back to their constituencies.
- Professionalism: Committee members are expected to conduct themselves in a polite, courteous, and constructive manner.
- Attendance: Committee members are expected to actively participate in meetings and activities. A member may be released from their position on the committee, should they fail to comply with the duties and the spirit of this committee.

Reporting Structure

- The Widening Participation Committee shall submit a report with recommendations on an annual basis to Admissions Committees of the health professional programs.
- The Widening Participation Committee shall submit a report with recommendations to the Director of the Office of Social Accountability and Community Engagement, who will transmit these to the relevant decision-making bodies, as the SACE Director sees fit.

Membership

Members shall be for a term of 3 years (renewable); student members shall be appointed for a term of 1 year (renewable).

The Chair shall be appointed from the committee membership by the Dean (or delegate) for a term of 3 years (renewable).

If a committee member has missed four consecutive meetings, their participation in the Committee shall be reviewed.

Committee Composition

Voting members:

- 1 faculty member representing (and nominated by) the Faculty of Dentistry;
- 1 faculty member representing the Ingram School of Nursing (recommended by the Nominating Committee);
- 2 faculty members representing Medicine (from clinical/teaching and research) (recommended by the Nominating Committee);
- 1 faculty member representing the School of Communication Sciences and Disorders (recommended by the Nominating Committee);
- 1 faculty member representing the School of Physical Therapy and Occupational Therapy (recommended by the Nominating Committee);
- 1 faculty member representing the rural health professional community (recommended by the Nominating Committee);
- 5 health professional students, representing:
 - 1 from the communication sciences and disorders (appointed by the School of Communication Sciences and Disorders Graduate Student Society);
 - 1 from the DMD program (appointed by the Dental Students' Society);
 - 1 from the MDCM program (appointed by the Medical Students' Society leadership);
 - 1 from nursing (appointed by a joint decision of the Nursing Undergraduate Society and the Nursing Graduate Student Association);
 - 1 from physical or occupational therapy (appointed by the School of Physical & Occupational Therapy PGSS (SPOTGSA)); and,
- 2 members of the public-at-large who demonstrate significant community engagement (recommended by the Nominating Committee).

Non-voting members:

- Director of the Office of Office of Social Accountability and Community Engagement;
- Senior staff member from the Office of Social Accountability and Community Engagement;
- Senior staff member from the Office of Admissions; and,
- Senior staff member from the Indigenous Health Professions Program.

Term of Office

Conduct of Meetings

Meeting Frequency and Functioning

The Committee shall meet four (4) times/ academic year; twice in the fall term and twice in the winter term. Additional meetings can be convened as needed.

Voting Procedure

A motion shall pass with the support of 50% + 1 of voting members present.

Quorum

50% + 1 of voting members must be present in order to achieve quorum.

History:

Approved by:

- Executive Committee of Admissions (MDCM), Faculty of Medicine: October 22, 2009

Revised by:

- Office of Admissions, Equity and Diversity, Faculty of Medicine: August 23, 2012

- Office of Admissions, Equity and Diversity, Faculty of Medicine: December 14, 2015

- Deanery Executive Committee: February 22, 2016

- Deanery Executive Committee: June 5, 2018