

Sepsis Canada Equity Diversity and Inclusion Policy

1. Purpose

Diversity and inclusion are important/core values of the Sepsis Canada and are essential to improve decision-making, enhance creativity and innovation, and optimize performance of our organization. The intent/purpose of this policy is to ensure that diversity is explicitly addressed in the governance and practices of the Sepsis Canada. In addition, this policy aims to ensure that processes to address diversity are transparent, visible, and measurable.

2. Definitions

Diversity: refers to the presence of differences within a group or organization. These differences may include but are not limited to gender, ethnicity, age, language, religion, experience, profession,

Gender: refers to the socially constructed roles for women and men, which are often central to the way in which people define themselves and are defined by others. Gender roles are learned, changeable over time, and variable within and between cultures.

Ethnicity: Ethnicity denotes groups that share a common identify-based ancestry, language, or culture. It is often based on religion, beliefs, and customs as well as memories of migration or colonization (Cornell & Hartmaan, 2007)

3. Procedures

- A. Assessment of diversity—Sepsis Canada will determine the diversity profile of the organization on an annual/biannual basis. Relevant aspects will include gender, under-represented minorities, age, geography, trainees, and professional discipline.
- B. Governance—Diversity in governance will ensure decision-making that reflects a broad range of perspectives. The governing officers and board of directors/council of Sepsis Canada should reflect the diversity of the membership. The nomination committee/process should be balanced for diversity.
- C. Committees—Committee membership and leadership will be balanced for gender, age, ethnicity, trainees, junior faculty to reflect our organization.
- D. Co-hosting of events with another organization or entity
 - 1. Sepsis Canada will work collaboratively with a co-host of an event to emphasize the importance of diversity and offer assistance to achieve appropriate diversity.
 - 2. Sepsis Canada may decline to participate in events that do not reflect adequate diversity in the program.
- E. Appointments, presentations or participation on behalf of Sepsis Canada
 - 1. Invited participation in events or projects on behalf of Sepsis Canada will be carefully evaluated to ensure that they reflect the diversity values of our organization.
 - 2. Individuals will be nominated for these opportunities to ensure balance across gender, ethnicity, and experience

3. Sepsis Canada will decline to participate in such events or projects if there is inadequate diversity (e.g. all male or all white organizing committee)
- F. Gender neutral terms (e.g., “Chair” instead of Chairman” or Convener) will be used in all documents, titles, and activities of the Sepsis Canada.
- G. Policy awareness
1. The diversity policy will be publicly posted on the Sepsis Canada website.
 2. The diversity policy will be provided to new members of the Sepsis Canada
 3. The diversity policy will be provided to organizations or entities who wish to co-host an event with the Sepsis Canada
 4. The guidance of the diversity policy will be acknowledged in electronic and written material referencing events sponsored or co-sponsored by Sepsis Canada

4. Accountability and Reporting

- A. Sepsis Canada will record speaker, panelist, moderator and delegate diversity metrics at sponsored and co-sponsored events.
- B. Sepsis Canada will report diversity data on governance, committees, sponsored and co-sponsored events and participation on behalf of the organization every 2 years to ensure that goals are achieved. (See Appendix)
- C. Diversity data will be reviewed by the Sepsis Canada Governance Committee and recommendations made to improve compliance with goals
- D. Diversity data should be shared publicly with the membership of the Sepsis Canada every 2 years.

Appendix: Sample Reporting Metric

Metrics that may be considered for reporting:

- Sex and Gender
- Age/experience
- Ethnicity
- Under-represented minority
- Discipline
- Junior investigator status [within 5 years of first faculty (lecturer or higher) appointment]
- Trainee status (undergraduate/postgraduate/international)
- Indigenous status
- Patient/Family

For our governance we will collate and report statistics to ensure that we are achieving our goals.

For the composition of our Governance (using gender as an example)

Executive Committee Membership (N)	Total	Men	Women	Other
All committees				
Specific committee				

For meetings/conferences sponsored by **XXX name of organization** we will report metrics reflecting our speakers/panelists/moderators (using gender as an example):

(i) The number of individuals who are invited:

Conference/Meeting	Total	Men	Women	Other
Organizing Committee				
Plenary Speakers				
Key Note Speakers				
Invited Symposia				
Session Chairs/Facilitators				
Speakers				
Abstract Facilitators				

(ii) The number of individuals who accept an invitation

Conference/Meeting	Total	Men	Women	Other
Organizing Committee				
Plenary Speakers				
Key Note Speakers				
Invited Symposia				
Session Chairs/Facilitators				
Speakers				
Abstract Facilitators				

For meetings/events which the XXX name of organization cosponsors

(i) The number of individuals who are invited:

Conference/Meeting	Total	Men	Women	Other
Organizing Committee				
Plenary Speakers				
Key Note Speakers				
Invited Symposia				
Session Chairs/Facilitators				
Speakers				
Abstract Facilitators				

(ii) The number of individuals who accept an invitation

Conference/Meeting	Total	Men	Women	Other
Organizing Committee				
Plenary Speakers				
Key Note Speakers				
Invited Symposia				
Session Chairs/Facilitators				
Speakers				
Abstract Facilitators				