



## TABLE OF CONTENTS

You may complete sections individually by selecting them from the table of contents. At the end of each section, you will be redirected to this table of content to select another section to complete or to review. Alternatively, you may complete the full report, without going back to this table of content between each section, by selecting the option "Complete Full Report".

### Complete Full Report

### Important Note

(Once you have read the statement below, click the radio button beside it.)

Please note that the information you enter in your report is only saved when clicking on the "Save and Next" button at the bottom of the page. Using the browser navigation buttons or the "Continue Later" button at the bottom of the page will not save the information entered on the page. If after clicking "Save and Next" you see a "Page has errors" message in red, near the top of the page, it means that at least one field is missing information. In such an instance, the empty field will have the words "Answer is incomplete" underneath it, in red.

This report includes mandatory reporting on 1) the CRCP institutional equity, diversity and inclusion action plan (IEDIAP) and 2) the \$50,000 EDI Stipend.

Your institution must submit the report by the deadline date indicated by the program, and must cover the reporting period identified by the program.

Institutions are required to post the most up to date version of their EDI action plan on their [public accountability web pages](#).

Each year, institutions must publicly post a copy of this report to their [public accountability web pages](#) within 7 working days after the deadline for submitting the report to TIPS. TIPS will review the report each year; in addition, the annual report(s) will be provided to the external EDI Review Committee, when it is convened every few years, to evaluate the progress made in bolstering EDI at the respective institution and to provide context for future iterations of the EDI action plan. Ensure that you remove all numbers less than 5 from both the plan and the report prior to posting on your website in cases where your report includes the representation of individuals from underrepresented groups among your chairholders, as well as any other identifying information. This is a requirement of the Privacy Act.

All sections of the form are mandatory (unless otherwise noted).

### Contact information

**Please complete the fields below.**

**Name of Institution:**

University of New Brunswick

**Contact Name:**

David MaGee

**Position Title:**

Vice-President (Research)

**Institutional Email:**

vpr@unb.ca

**Institutional Telephone Number:**

506-453-5189

**The link for the EDI progress report and EDI Stipend report:**<https://www.unb.ca/research/vp/diversity.html>

Does your institution have an EDI Action Plan for the CRCP?

Yes

**PART A: EDI Action Plan - Reporting on Key Objectives Analyses, Systemic Barriers, Objectives and Indicators**

Date of most recent plan (e.g. latest revision of the public plan):

09/26/2019

Rating given to the action plan in most recent review process:

Satisfies

Name of vice-president level representative responsible for ensuring the implementation of the plan:

David MaGee

In developing their action plans, institutions were required to conduct: 1) an employment systems review; 2) a comparative review; and 3) an environmental scan (see program requirements [here](#)). These assessments were required in order to identify the specific systemic barriers and/or challenges that are faced by individuals from underrepresented groups (e.g. women and gender minorities, persons with disabilities, Indigenous Peoples and racialized individuals, 2SLGBTQIA++ individuals) at the respective institution; institutions were then required to develop key S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) objectives and actions to address them.

Indicate what your institution's key EDI objectives are (up to six) as outlined in the most recent version of your action plan, as well as the systemic barriers/challenges identified that these objectives must address. Please note that objectives should be S.M.A.R.T. and include a measurement strategy. List the corresponding actions and indicators (as indicated in your institutional EDI action plan) for each objective, and outline: a) what progress has been made during the reporting period; b) the main actions were undertaken (up to six) and how they have progressed; c) the data gathered; and d) indicators used to assess the outcomes and impacts of the actions. Please note that indicators can be both quantitative and qualitative and should be specific. Outline next steps and use the contextual information box to provide any additional information (e.g., course correction, obstacles, lessons learned, etc.) for each objective. If your institution has not yet prepared or received a formal evaluation of its CRCP EDI action plan (institutions having fewer than five Chairs) then section A is optional.

**Key Objective 1**

Brief description of S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) Key Objective 1:

UNB's governance and management bodies will prioritize EDI practices, policies, and initiatives. This objective targets the need to allocate resources and establish a driving force to eliminate identified systemic barriers.

**Systemic barriers -**

Please provide a high-level description of the systemic barriers (e.g., summarize what the barriers are and how they were identified):

The lack of a formal committee to unite UNB as one institution across two campuses presented a barrier to advancing EDI measures across the University. Committee representation from the highest levels of UNB administration and from members of the FDGs and other equity-deserving groups (EDGs) was required to link CRC-related equity plans to wider institutional plans.

## Corresponding actions undertaken/to be undertaken to address the barriers:

	If you have no action to report, please type 'N/A' in the answer field.	Progress to date
Corresponding action 1	UNB established the Standing Committee on Equity, Diversity, Inclusion and Human Rights. The committee provided a bi-campus forum for sharing information, generating discussion, and fostering collaboration on matters related to equity, diversity, and inclusion (EDI) at UNB and beyond. The committee's terms of reference ensure broad representation from members of equity-seeking groups and across all campus constituencies. A working subcommittee was established to pursue CRCP EDI action planning requirements and integrate them into the broader UNB EDI planning exercise.	Completed
Corresponding action 2	UNB's Strategic Plan: Toward 2030 specifies "Equity, diversity, and inclusion" as an institutional value. The Plan also commits the University to Piluwitahasuwawuwakon, a Wolastoqey word gifted to UNB by Opolahsomuwehs (Elder Imelda Perley) which means "allowing your thinking to change so that action will follow in a good way toward truth," and considering and sharing other world views, histories and practices."	In progress
Corresponding action 3	N/A	Not yet started
Corresponding action 4	N/A	Not yet started
Corresponding action 5	N/A	Not yet started
Corresponding action 6	N/A	Not yet started

## Data gathered and Indicator(s) - can be both qualitative and quantitative:

The standing committee was established, and its Terms of Reference document was published online and appended to UNB's CRC EDI action plan.

## Outcomes and Impacts made during the reporting period:

None to report.

## Challenges encountered during the reporting period:

UNB expected to restructure the standing committee in summer 2021. However, at that same time, UNB undertook a review of the function and mandate of its Human Rights and Positive Environment Office (HRPEO). In this reporting period, HRPEO operated with temporary staff in a transitional period, and could not drive the committee's work. The committee's actions were paused until the office is restructured and properly staffed. UNB's Piluwitahasuwawin (Associate Vice-President Indigenous Engagement) position was unstaffed, which slowed progress toward advancing policies related to Indigenous research.

## Next Steps (indicate specific dates/timelines):

HRPEO will be restructured and will secure new leadership in May 2023. This leader will work with senior administration to reconvene this committee or to work toward another mechanism that will meaningfully advance the Key Objective. A Piluwitahasuwawin will be recruited and installed in October 2023.

## Was funding from the CRCP EDI stipend used for this key objective?

No

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

## Do you have other key objectives to add?

Yes

## Key Objective 2

**Brief description of S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) Key Objective 2:**

All UNB planning, policy, and decision-making will be informed by EDI. This objective implements the structures required to eliminate systemic barriers, including practices for CRC institutional support and for extending Chairholders' terms following leaves.

**Systemic barriers -**

Please provide a high-level description of the systemic barriers (e.g., summarize what the barriers are and how they were identified):

To meet the CRC program's requirements and the institution's EDI objectives, UNB required new tools/resources for senior administrators, faculty, and staff. Changes in policy, practice, programming, and resource allocation were needed; this required new areas of EDI-informed activity to be emphasized in planning. UNB practices regarding CRCs needed to be revisited, and specific resources were required to implement EDI practices.

**Corresponding actions undertaken/to be undertaken to address the barriers:**

	<b>If you have no action to report, please type 'N/A' in the answer field.</b>	<b>Progress to date</b>
<b>Corresponding action 1</b>	CRC EDI-related practices were discussed, and new practices were approved by UNB senior administration. Resources were created and implemented, with still more under development.	In progress
<b>Corresponding action 2</b>	Action items described in UNB's CRC EDI action plan were implemented (e.g., EDI training continued to be delivered to all CRC hiring committees).	In progress
<b>Corresponding action 3</b>	An increased awareness of and commitment to EDI priorities continued to encourage research groups (e.g., faculties, research centres) to reach out to the Office of Research Services (ORS) and to the Human Rights and Positive Environment Office (HRPEO) for tools and training.	In progress
<b>Corresponding action 4</b>	N/A	Not yet started
<b>Corresponding action 5</b>	N/A	Not yet started
<b>Corresponding action 6</b>	N/A	Not yet started

**Data gathered and Indicator(s) - can be both qualitative and quantitative:**

EDI has informed all institutional planning, including UNB's Strategic Plan: Toward 2030. The Strategic Plan promotes building "a more just, sustainable, and inclusive world" in UNB's mission; identifies equity, diversity, and inclusion among the University's values; and commits the institution to truth and reconciliation. Practices for ensuring equitable support for CRCs were approved and implemented for all CRC nominations and renewals. An institutional practice for automatically extending CRC terms when a Chairholder takes leave (e.g., parental leave) was approved and put into practice. New resources and tools were created, and others are in development.

**Outcomes and Impacts made during the reporting period:**

Until June of this reporting period, HRPEO continued to house an EDI Resource Developer funded by the CRC EDI Stipend. This staff member produced a manual on EDI in the CRC hiring process, which is distributed to CRC hiring committees. The manual offers information on equity requirements and best practices. It also includes CRC-specific tools including an equity diary for hiring committees and a checklist for ensuring all equity requirements are met during the hiring process. HRPEO continued to update an EDI Resource Hub via SharePoint (UNB intranet), to which CRC hiring committees and Chairholders are routinely directed. In June 2022, the EDI Resource Developer resigned their position. With HRPEO in a transition state, the decision was made to move the position to the Office of Research Services (ORS). A job ad was developed, to be posted and filled in the next reporting period. Progress related to policy work include discussions of adding TCPS2 CORE and OCAP training to policies, which would make this training mandatory. UNB's Policy and Research Analyst scanned other institutions and Tri-Agency documents to investigate ways of implementing this. Discussions surrounding the addition of an Indigenous research representative to the Research Policy and Procedures Committee (a UNB Senate sub-committee) continued throughout the reporting period. Overall, research policy planning demonstrated greater consideration of and commitment to EDI. Finally, UNB now requires search committees for all middle and senior administrative/managerial positions (e.g., Provosts, Associate VPs, Deans) to take EDI training.

**Challenges encountered during the reporting period:**

After the EDI Resource Developer resigned, several months passed wherein transitional staff at HRPEO attempted to produce resources; these efforts were not successful, which influenced the decision to pause resource development until the position could be filled.

**Next Steps (indicate specific dates/timelines):**

The EDI Resource Developer position will be filled in spring 2023. This position will work closely with the CRCP administrator in ORS, and with the Director of HRPEO (when they are installed) to prioritize resources required to advance EDI. They will begin this work immediately on the new hire taking up the position.

**Was funding from the CRCP EDI stipend used for this key objective?**

Yes

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective:

27489

If an amount was entered in the previous question, indicate specifically what the funds were spent on.

Salary and benefits for one EDI Resource Developer position, until the position was resigned as noted above.

### EDI Stipend Impact Rating

Please rate the extent of the impact the EDI Stipend has had on your institution in meeting this key objective:

Major impact (the EDI Stipend had a major impact on achieving progress)

### Indicate in the table below any leveraged cash or in-kind contributions provided by the institution

Leveraged cash or in-kind contributions from your institution (if applicable):

	Amount \$	Source / Type (cash or in-kind)
1	24084	cash

### Key Objective 3

Brief description of S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) Key Objective 3:

Data on EDI and systemic barriers at UNB will be fully and consistently recorded. This objective ensures that currently identified barriers are eliminated and that CRCP requirements are met. It also helps UNB identify additional systemic barriers/challenges that were not identified in initial data.

#### Systemic barriers -

Please provide a high-level description of the systemic barriers (e.g., summarize what the barriers are and how they were identified):

Because UNB's environmental scans identified systemic barriers that require institutional change, this objective reflects the importance of continuing to collect EDI-related data. Without comprehensive current data on FDG representation, and without data relating to how individuals from the FDGs and other equity-deserving groups (including CRCs) experience UNB culture and practices, the University would face knowledge gaps and barriers to effecting change.

Corresponding actions undertaken/to be undertaken to address the barriers:

	If you have no action to report, please type 'N/A' in the answer field.	Progress to date
Corresponding action 1	UNB's Self-ID survey continues to be administered to all current employees, including all CRCs.	In progress
Corresponding action 2	Initial EDI conversations with active CRCs were held in June 2019. In 2020, UNB partnered with the Canadian Centre for Diversity and Inclusion (CCDI) to produce the Equity, Diversity, and Inclusion 2020 Survey (using CCDI's Data Collection Tool). UNB selected CCDI based on their expertise in diversity and inclusion, their experience in implementing a survey that collects sensitive information and their strong data protection and privacy protocols.	Completed
Corresponding action 3	N/A	Not yet started
Corresponding action 4	N/A	Not yet started
Corresponding action 5	N/A	Not yet started
Corresponding action 6	N/A	Not yet started

Data gathered and Indicator(s) - can be both qualitative and quantitative:

UNB's Self-ID Survey benefits hiring committees across the University, and particularly helps CRC hiring committees as they create long- and short-lists of diverse candidates. In the 2019 equity conversations, active Chairholders identified systemic barriers specifically facing UNB's CRCs and areas in which they needed further support. All UNB employees were encouraged to complete the CCDI survey from November 7-27, 2020; nearly 50% participated.

**Outcomes and Impacts made during the reporting period:**

UNB's office of People and Culture (P&C) expanded the Self-ID Survey to include more data around gender identity, racialized group members, and persons with disabilities. P&C also actively tracked and increased UNB's appointments of equity deserving group members. This was accomplished by increasing outreach to local and national organizations, and by providing more training to departments on hiring processes. P&C also partnered with HRPEO in performing climate surveys. Policies and processes were reviewed based on the information shared by the university community. ORS, on behalf of the Vice-President (Research), surveyed all active CRC Chairholders. The survey asked if they have identified barriers to equity, diversity, and inclusion in research at UNB; invited Chairholders to describe any barriers they encountered; asked what support they need to implement EDI principles and actions in their CRC research programs; asked which EDI-related practices, policies, and/or services at UNB have resulted in a more inclusive research environment; and requested further suggestions for EDI-related actions that would benefit UNB research.

**Challenges encountered during the reporting period:**

UNB planned to strike a coordinating committee to report on equity considerations arising from the 2020 CCDI survey results, and to encourage and support equity-related work related to these results. This work remained in the early stages of development due to HRPEO's ongoing transitional state.

**Next Steps (indicate specific dates/timelines):**

Feedback from the chairholder survey will be received in January 2023. This feedback will inform priorities around EDI in research, including the EDI Resource Developer's priorities. When HRPEO leadership and staff are established (expected in 2024), P&C will create and distribute a new equity survey to capture up-to-date information, and a coordinating committee will be convened.

**Was funding from the CRCP EDI stipend used for this key objective?**

No

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

**Key Objective 4**

**Brief description of S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) Key Objective 4:**

Data on systemic barriers and EDI-related matters at UNB will be transparently reported to inform the community of UNB's EDI landscape and to adhere to CRCP requirements.

**Systemic barriers -**

Please provide a high-level description of the systemic barriers (e.g., summarize what the barriers are and how they were identified):

UNB's environmental scans identified systemic barriers that require institutional change; therefore, this objective reflects the importance of continuing to report on ongoing and new EDI-related barriers. Information is not always effectively shared among UNB units, which can lead to knowledge gaps and duplication of effort. The community is not always aware of EDI-related matters, which can be a barrier to implementing institutional change.

**Corresponding actions undertaken/to be undertaken to address the barriers:**

**Progress to date**

		<b>Progress to date</b>
Corresponding action 1	UNB launched a website which includes information on EDI-related activities across the institution: <a href="https://www.unb.ca/initiatives/equity-diversity-inclusion/">https://www.unb.ca/initiatives/equity-diversity-inclusion/</a> . UNB's public accountability webpage is updated promptly when new information and documentation is available, and as required by the CRCP.	Completed
Corresponding action 2	N/A	Not yet started
Corresponding action 3	N/A	Not yet started
Corresponding action 4	N/A	Not yet started
Corresponding action 5	N/A	Not yet started
Corresponding action 6	N/A	Not yet started

**Corresponding actions undertaken to address the barriers:**

"Data gathered and Indicator(s) - can be both qualitative and quantitative:" Indicators include the creation of a new UNB website where data can be regularly posted.

**Outcomes and Impacts made during the reporting period:**

UNB's EDI website and public accountability webpage were updated regularly. UNB's Annual Report (2021-22) included UNB's progress related to EDI and reconciliation. The Department of Psychology created a webpage reporting on their EDI commitments and the process for undertaking this work. The Faculty of Science commissioned a report as part of its initial planning stages for developing an EDI action plan; further EDI commitments and actions will be based on this report (expected in the next reporting period).

**Challenges encountered during the reporting period:**

The Standing Committee did not meet during the reporting period, and HRPEO's transitional state meant that the office did not produce an annual report.

**Next Steps (indicate specific dates/timelines):**

New leadership at HRPEO will begin revamping that office's website in late 2023 and throughout 2024. The University's EDI activities webpage and public accountability webpage will be regularly updated as new equity information is available, and as required by the CRCP.

**Was funding from the CRCP EDI stipend used for this key objective?**

No

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

**Key Objective 5**

**Brief description of S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) Key Objective 5:**

HR policies, practices, and programming will reinforce and expand EDI at UNB to reflect the significance of identifying and redressing EDI-related matters in UNB's employment systems. This objective targets discrepancies in institutional support for Chairholders. It also targets the need to deploy specific policies, procedures, and tools to eliminate systemic barriers.

**Systemic barriers -**

Please provide a high-level description of the systemic barriers (e.g., summarize what the barriers are and how they were identified):

In employment systems and comparative reviews, active Chairholders indicated that process changes were required to remove systemic barriers. The review identified a systemic barrier to Chairholders' ability to easily extend their terms after taking a leave (e.g., parental, maternal, elder care, illness). Reviews also highlighted a discrepancy in the amount of the CRC award allotted to Chairholders for the operating costs of their research, and determined that non-salary research support is inconsistent among Chairholders. These negotiations are usually made during the recruitment and nomination processes. In addition, CRC hiring committees struggle to find job boards that serve the FDGs and other equity-deserving groups.

**Corresponding actions undertaken/to be undertaken to address the barriers:**

	<b>If you have no action to report, please type 'N/A' in the answer field.</b>	<b>Progress to date</b>
Corresponding action 1	It was determined that UNB's Employment Equity policy and collective agreements needed to be reviewed and revised to reflect UNB's commitment to EDI and to remove systemic barriers.	In progress
Corresponding action 2	The Vice Presidents Research, Academic, and Saint John agreed upon an institutional practice for providing equitable support for all CRCs. A practice was also agreed upon and implemented by which all UNB CRCs who take leave are automatically granted an extension to their CRC terms.	Completed
Corresponding action 3	N/A	Not yet started
Corresponding action 4	N/A	Not yet started
Corresponding action 5	N/A	Not yet started
Corresponding action 6	N/A	Not yet started

**Data gathered and Indicator(s) - can be both qualitative and quantitative:**

Outcomes include improvements in job postings' language, search practices, hiring committee constitution, interview practices, hiring criteria, self-ID protocols, expanded curriculum for unconscious bias, and resource allocation for expanded/targeted recruitment/advertising.

**Outcomes and Impacts made during the reporting period:**

As noted for Key Objective 2, the EDI Resource Developer completed the hiring manual for CRC committees, which offers tools and information to ensure EDI requirements and best practices are met. In-person and online training from ORS and HRPEO continues to be implemented for all CRC hiring units. ORS continued to use tools developed for the hiring manual to facilitate CRC hiring processes, including a templated Equity Diary that allows committees to complete a final report on EDI in the hiring process. UNB continued work on policies and guidelines that inform Indigenous research. This work is ongoing, and will be realized through meaningful engagement and inclusion of Indigenous peoples and communities. P&C continued collaborations with the Vice-President (Finance & Administration) to establish a fund to remove barriers in hiring members of FDGs. Funding is now available to help units advertise on more equity-serving job boards. UNB's Employment Equity policy remains under review. P&C began reviewing four collective agreements in collaboration with labour groups, which included a review of equity language. In particular, the faculty collective agreement includes an MOU related to gendered pay. Onboarding tools developed by P&C were finalized and implemented via UNB's internal SharePoint.

**Challenges encountered during the reporting period:**

An institution-wide employment systems review has been postponed as UNB moves toward a Provost model. The transition to Provost will occur in late 2023, at which point these conversations will re-start. Although funding was established to help hiring units post on equity-serving job boards, the transition to a new Vice-President (Finance & Administration) meant that the fund was not yet fully realized to address other EDI concerns in hiring.

**Next Steps (indicate specific dates/timelines):**

Collective bargaining with labour groups will continue throughout 2023. The fund to help hiring committees meet EDI commitments will expand to ensure institutional funds are available to support candidates requesting accommodations. Work on the Indigenous Research policy will continue. The policy will likely be implemented in 2024, due to the need for careful planning, engagement, and ongoing consultation with Indigenous peoples.

**Was funding from the CRCP EDI stipend used for this key objective?**

No

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

**Key Objective 6**

**Brief description of S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) Key Objective 6:**

Programs and initiatives developed with an EDI lens will eliminate environmental barriers and will increase UNB's recruitment and retention rates, particularly among members of the FDGs. This objective also addresses the ongoing need to meet CRCP equity targets beyond December 2019.

**Systemic barriers -**

Please provide a high-level description of the systemic barriers (e.g., summarize what the barriers are and how they were identified):

This objective targets institution-wide barriers affecting CRCs, including the service load placed on CRCs from the FDGs and environmental barriers such as microaggressions.

**Corresponding actions undertaken/to be undertaken to address the barriers:**

	If you have no action to report, please type 'N/A' in the answer field.	Progress to date
Corresponding action 1	Drawing from broad EDI consultations and research-informed best practices, UNB is developing strategic programming and policy initiatives which apply to equity-deserving groups, including CRCs who identify within these groups.	In progress
Corresponding action 2	N/A	Not yet started
Corresponding action 3	N/A	Not yet started
Corresponding action 4	N/A	Not yet started
Corresponding action 5	N/A	Not yet started
Corresponding action 6	N/A	Not yet started

**Data gathered and Indicator(s) - can be both qualitative and quantitative:**

Strategic programming and policy initiatives are underway. Data gathered from consultation with active Chairholders highlighted the need to reduce environmental barriers and workload on EDGs.



**Outcomes and Impacts made during the reporting period:**

All CRC equity targets were met during this reporting period, and all CRCs were retained. Targeted calls and EDI best practices allowed UNB to intentionally recruit members of the FDGs. UNB's self-ID information continues to show improvement in the number of individuals within the FDGs who apply to CRC positions. No Chairholders ended their terms early, continuing a trend of full CRC retention since 2019. To ensure UNB meets its equity targets, CRC calls released in the reporting period were developed with intentional hires in mind. Selected CRC hiring units were trained and advised on intentional hiring by ORS and HRPEO staff, who were then available to these units for EDI consultation throughout the hiring and nomination processes. Teams preparing CRC nominations were advised on best practices for choosing mentors from a wide range of backgrounds, and for choosing mentors for nominees who identified within one or more equity-deserving groups. This training translated into discussion and selection of mentors who, themselves, identify within FDGs, and those who have demonstrated commitment to EDI values and initiatives. HRPEO continued to deliver workshops on EDI and Respectful Workplaces to UNB units by request.

**Challenges encountered during the reporting period:**

Two units intentionally recruiting Tier 1 nominees who identify within the FDGs struggled with recruitment, as the hiring pools for established researchers in these fields were not diverse. In response, the President's Selection Committee decided to split one available Tier 1 CRC and offered each hiring unit one Tier 2 CRC. All three chairs (these two Tier 2s and the remaining Tier 1) will be filled by nominees who identify within the FDGs.

**Next Steps (indicate specific dates/timelines):**

In anticipation of the CRCP updating nomination requirements related to mentorship, UNB will continue to develop additional resources to help units awarded a CRC follow best practices, and processes to help these units share best practices and lessons learned with ORS and HRPEO.

**Was funding from the CRCP EDI stipend used for this key objective?**

No

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

**PART B: Challenges and Opportunities****Challenges**

Other than what has been outlined in the section above, outline any challenges regarding the implementation of the EDI action plan. If COVID-19 has had an impact on the implementation of the institution's action plan, please outline how below. How has or will the institution address these challenges? (limit: 5100 characters):

As UNB's HRPEO continues its transition in function and in leadership, it has become clear that the University's current CRC EDI Action Plan requires revision. This is an important and substantial undertaking, for which work will begin in 2024.

**Opportunities**

Other than what has been outlined in the section above, outline any opportunities or successes regarding the implementation of the EDI action plan, as well as best practices that have been discovered to date. (limit: 5100 characters):

Although the pandemic presented many challenges, it also strengthened UNB's commitment to being people-centric and helping people achieve their needs. Since remote and hybrid work is now the norm for many UNB faculty and staff, individuals, support units, and faculties/departments have continued to find creative ways to use online tools. In turn, presentations and conversations became more accessible; groups including HRPEO and ORS now use hybrid online/in-person approaches for EDI training to reach a wider group and to ensure accessibility for all. Work conditions necessitated by the pandemic also encouraged UNB to create a Remote Work policy, which took effect in this reporting period. Units including P&C, ORS, and HRPEO are observing that more faculty and staff are aware of and committed to EDI principles and actions. Requests for resources and information sessions have increased, and institution-wide EDI activities are reinforcing the University's commitment to EDI and to Truth and Reconciliation.

**PART C: Reporting on EDI Stipend objectives not accounted for in Part A****Instructions:**

- Institutions with EDI Action Plans, use this section to report on EDI Stipend objectives that are not accounted for in Section A.
- Institutions without EDI Action Plans, use this section to report on EDI Stipend objectives.
- If you did not receive an EDI stipend during the reporting year, please leave this section blank.

**Objectives associated with your institution's EDI Stipend application**

**Table C1.** Provide information on the objectives associated with your institution's EDI Stipend application, including the funding and timelines, for the reporting period.

**EDI Stipend Objective 1**

Indicate the S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) objective(s) towards which this funding has been directed:

The EDI Stipend supported one full-time EDI Resource Developer position until June 2022. The position was then vacant through the end of the reporting period. During the reporting period, the EDI Resource Developer compiled EDI-related resources, tailored these resources to UNB's needs with respect to CRCP requirements and best practices, and completed the UNB hiring manual targeted at CRC hiring committees. The EDI Resource Developer's work serves three objectives in UNB's CRC EDI action plan. Specifically, the position supports objective 1.2: All UNB planning, policy, and decision making will be informed by EDI (implements the structures requires to eliminate systemic barriers, including curriculum development); objective 3.2: HR policies, practices, and programming will reinforce and expand EDI at UNB to reflect the significance of identifying and redressing EDI-related matters in UNB's employment systems (targets the need to deploy specific tools to eliminate systemic barriers, including EDI training for CRC hiring committees); and objective 3.2: Programs and initiatives developed with an EDI lens will eliminate environmental barriers and will increase UNB's recruitment and retention rates, particularly among members of the FDGs (targets the institution-wide environmental barriers affecting CRCs via measures including EDI training initiatives).

Indicator(s): Describe indicators, as presented in the EDI Stipend application, and how they are calculated.

The environmental and employment scans conducted when preparing UNB's CRC EDI action plan demonstrated the need to provide clear, relevant, and up-to-date EDI resources to the academic units recruiting and housing Chairholders. Training for CRC hiring units has been underway since 2017, and has made use of a range of training materials sourced from various institutions and organizations. However, the vast amount of available EDI-related resources can be overwhelming for faculty members who are new to EDI concepts and processes, and presents challenges to trainers as they cobble together materials from a variety of sources. EDI training materials can be more effectively and efficiently deployed if they are deliberately compiled, tailored to UNB's needs, and properly housed for future use. Establishing a position within HRPEO has ensured that this task receives the dedicated resources it requires. The indicators described in the application have been slightly modified to reflect that most of the resources being developed were compiled in one hiring manual rather than existing as disparate documents. This strategy makes the resources easier to access, understand, and implement in a way that will have the greatest impact for UNB's management of our CRC allocation and adherence to CRCP EDI requirements and best practices. Performance indicators include the quality and anticipated utility of the developed resources; the degree to which compiled material is tailored to UNB's needs; the longevity of the completed materials; the implementation of these materials when training academic units and hiring committees; the feedback solicited from trainees; and the ability to revise approaches as needed. We anticipate igniting a broad EDI mindset at UNB. The extent to which these tools and resources are adopted and referenced elsewhere in the community will be a longer-term indicator of success.

Progress: Describe results observed, including indicator results, outcomes, impacts. Include timelines (start and end dates).

The EDI Resource Developer compiled EDI training materials from external academic and non-academic sources into a central location. These resources can be accessed online by HRPEO as needed for ongoing and future projects, including the development of an online resource hub for UNB members to access supplemental knowledge at their leisure. In addition to the EDI online modules developed by HRPEO, these resources are used to train faculty, staff, and students across the University. In late 2021, the hiring manual was distributed to multiple UNB units for consultation and feedback. In this reporting period, all consultations were completed, and a finalized draft was prepared. ORS began using the manual when training CRC hiring units on best practices in recruitment, on creating equity-minded environments, and on subscribing and adhering to UNB's and CRCP's equity policies and procedures. The manual is now distributed to all CRC hiring committees as part of UNB's established process of providing EDI training to all units awarded a CRC. Based on past experiences with CRC hiring units who struggled to navigate multiple web pages and templates, and to record their EDI practices in order to meet CRCP requirements, we are confident that the hiring manual will significantly streamline and improve these important processes. We expect that as a result of the manual becoming a standard tool for CRC hiring committees, and as a result of publicizing the manual to all UNB faculty and staff, EDI measures in hiring will become more commonplace across the institution, not only when recruiting CRCs.

Outline the total expenditures below:

Total funds of EDI stipend spent on the objective:	27489
Institutional commitment (if applicable):	24084
Total funds spent:	

Indicate in the table below any leveraged cash or in-kind contributions provided by your institution:

	Amount \$	Source / Type (cash or in-kind)
1	24084	cash

**Table C2. EDI Stipend Impact Rating**

Please rate the extent of the impact the EDI Stipend has had on your institution in meeting this objective as identified in your application, for the reporting period:

Major impact (the EDI Stipend had a major impact on achieving progress)

Provide a high level summary of how the stipend was used:

The stipend paid the salary/benefits of one EDI Resource Developer.

Do you have other objectives to add?

No

## **PART C: Reporting on EDI Stipend objectives not accounted for in Part A**

### **Additional Objectives (if applicable)**

**Table C1.** Provide information on the objectives associated with your institution's EDI Stipend application, including the funding and timelines, for the reporting period.

**EDI Stipend Objective 2**

**EDI Stipend Objective 3**

**EDI Stipend Objective 4**

**EDI Stipend Objective 5**

**EDI Stipend Objective 6**

## **Part D: Engagement with individuals from underrepresented groups**

Outline how the institution has engaged with underrepresented groups: e.g., racialized individuals, Indigenous Peoples, persons with disabilities, women, 2SLGBTQIA+ individuals, during the implementation of the action plan (during the reporting period), including how they have been involved in identifying and implementing any course corrections/adjustments, if applicable. For example, how was feedback gathered on whether the measures being implemented are resulting in a more inclusive research environment for chairholders of underrepresented groups? How has intersectionality been considered in developing and implementing the plan (if applicable)? Have new gaps been identified? How will members of underrepresented groups continue to be engaged? (limit: 10 200 characters)

UNB has taken direction from and consulted with equity-deserving groups (EDGs) throughout the action plan's implementation. Input from Chairholders, including those identifying within the FDGs, was critical in identifying the systemic barriers informing some of the plan's key objectives. In the reporting period, all active Chairholders were invited to complete a survey on their experiences with systemic barriers, their successes and challenges implementing EDI measures in their research programs, and other items to help UNB best assess progress and continuing/new challenges. Chairholders' feedback will be particularly useful in determining next steps for the EDI Action Plan. As EDI resources continue to be implemented, ORS will request feedback from Chairholders and from past and current CRC-recruiting units as to how these tools help break down systemic barriers and help UNB and facilitate the recruitment of CRCs from the FDGs. During the reporting period, the number of people identifying within the FDGs in our CRC complement increased. This trend will continue in future years as UNB continues to meet its equity targets. Although there have been successes in engaging FDGs and promoting FDG-led initiatives, UNB faces the challenge of meaningfully engaging with FDGs within a largely homogenous university, city, province, and region. For example, it remains a challenge to ensure members of FDGs are involved on decision-making bodies, while avoiding tokenism and mitigating the "equity tax." This is particularly difficult when engaging with smaller FDG communities within the University. UNB is careful not to assume that one individual's perspective represents an entire group, which can be a pitfall when the same person is called on repeatedly due to their group's limited representation at UNB. UNB is also working to avoid overtaxing individuals who are often asked to do EDI-related work (e.g., by re-evaluating and reforming committee membership; by increasing capacity of FDG members within UNB, by expanding networks to seek perspectives that have not typically been represented).

## PART E: Efforts to Address Systemic Barriers More Broadly within the Institution

Briefly outline other EDI initiatives underway at the institution (that are broader than those tied to the CRCP) that are expected to address systemic barriers and foster an equitable, diverse and inclusive research environment. For example, are there projects underway that underscore the importance of EDI to research excellence? Is there additional training being offered to the faculty at large? Are there initiatives to improve the campus climate? Please provide hyperlinks where relevant, using the hyperlink boxes provided below (URLs should include https://). Note that collecting this information from institutions is a requirement of the 2019 Addendum to the 2006 Canadian Human Rights Settlement Agreement and provides context for the work the institution is doing in addressing barriers for the CRCP. (limit: 4080 characters)

<https://unbcloud.sharepoint.com/sites/Research>  
<https://www.unb.ca/president/diversity-dialogues/index.html>  
<https://www.unb.ca/toward2030/ourplan.html>  
<https://www.unb.ca/humanrights/education.html>

In addition to managing UNB's CRC allocation, including EDI requirements, ORS continues to work directly with individual researchers on items including EDI in research design and EDI considerations when preparing grant applications. ORS also offers in-person and online support to help researchers develop EDI-minded research plans and to meet granting agencies' EDI requirements. P&C has focused on improving data management and ensuring that it has concise data to work with and to share with HRPEO. P&C also partnered with the Government of New Brunswick in co-hosting an 8-month Women in Leadership program, structured around ensuring the women in UNB middle management roles gained the confidence to "put their hand up" for promotion and gain the knowledge to be a confident leader. During the reporting period, UNB also launched a Remote Work Policy to support faculty and staff in flexible work arrangements. The policy's implementation helps the University create a more inclusive work environment. The President's Diversity Dialogues series continued throughout the reporting period. Through this series, UNB draws the people of Fredericton and New Brunswick into conversations on EDI-related topics. The Diversity Dialogues aim to create and elevate existing opportunities for open and honest community discussion around social justice issues, and advance the University's commitment to Truth and Reconciliation. Transforming intentional thinking into meaningful action is a crucial element in UNB's Strategic Plan. The Plan commits to Piluwitahasuwawuwakon, which means allowing our thinking to change so that action will follow in a good way toward truth. As an institution of learning that produces and disseminates knowledge, we recognize and respect the history, culture, knowledge, languages, spirituality, beliefs, and rights of the Wabanaki nation. In recognition of Indigenous History Month, there were opportunities for the UNB community to attend various events and engage in activities which amplify Indigenous voices, stories and achievements and create opportunities to foster a deeper understanding and appreciation of Indigenous cultures. As well, HRPEO continued to provide the UNB community with training by request. Topics include presentations on speaking across difference and creating respectful workplaces, and workshops on specific UNB policies (e.g., the Discrimination, Sexual Harassment, and Harassment Policy). Formal EDI training took place throughout the institution, via HRPEO's resources and external resources (e.g., professional associations, resources available via CCDI).

### Hyperlink 1:

<https://unbcloud.sharepoint.com/sites/Research>

### Hyperlink 2:

<https://www.unb.ca/president/diversity-dialogues/index.html>

### Hyperlink 3:

<https://www.unb.ca/toward2030/ourplan.html>

### Hyperlink 4:

<https://www.unb.ca/humanrights/education.html>

**Before submitting your report, please ensure that your responses are complete. You will not be able to edit the information after it is submitted.**

**This information will be sent to the Tri-agency Institutional Programs Secretariat when you click 'Submit'. You will receive a confirmation email with a copy of your completed form in HTML format once it is submitted.**

Jointly administered by:

