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Submit and Exit Survey

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](#). Ensure to remove all numbers less than 5 prior to posting on your website in cases where your report includes the representation of individuals from underrepresented groups among your chairholders. This is a requirement of the *Privacy Act*.

Each year, institutions must also 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.

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

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 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, persons with disabilities, Indigenous Peoples and racialized minorities, LGBTQ2+ 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 (either the one approved by TIPS or the one currently under review by TIPS), 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) what actions were undertaken; 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.

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 address the barriers:

UNB established the Standing Committee on Equity, Diversity, Inclusion and Human Rights. The committee provides 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. The committee's mandate includes fostering collaboration among equity stakeholders, developing and delivering relevant equity educational and service programming, strategic planning, and goal setting. The committee is also mandated to establish project working groups to address equity directives, including those implemented by the CRCP.

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

The committee has been established, and its Terms of Reference has been published online and appended to UNB's CRC EDI action plan. During the reporting period, the committee met regularly and hosted an annual planning day.

Progress and/or Outcomes and Impacts made during the reporting period:

None to report.

Challenges encountered during the reporting period:

In the previous reporting period, barriers were identified in ensuring meaningful consultation with and committee representation from members of the FDGs and other equity-deserving groups. In the endeavor to ensure FDG representation is not tokenistic, the committee had expanded to the point of unwieldiness. To function as intended, the committee needed to find a balance between meaningful representation from the FDGs and finding an overall membership size that allows the committee to function well. UNB expected to restructure the 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). An external review of HRPEO was conducted in late 2021, and the process continues into 2022.

Next Steps (indicate specific dates/timelines):

UNB continues to work toward a mechanism that allows this committee or similar body to operate as intended while maintaining authentic engagement with members of equity-deserving groups. A pivot in strategy will develop a method of facilitating, amplifying, and endorsing the creation of cohesive networks among FDGs (e.g., by establishing employee resource groups). HRPEO's leadership has been central to the committee's function, and this office's re-focus will inform the committee's mandate and makeup. We expect any recommended restructuring of HRPEO, and the implementation of a new HRPEO leader, will be completed in late 2022.

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 address the barriers:

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. 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). 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.

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.

Progress and/or Outcomes and Impacts made during the reporting period:

HRPEO hired an EDI Resource Developer via the CRC EDI Stipend. This staff member produced a manual on EDI in the CRC hiring process. 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. In spring 2021, the hiring manual was released for consultation throughout the institution. Consultation included units throughout the University which support equity-deserving groups and which promote EDI initiatives, and units involved in CRC hiring processes. HRPEO also launched the first in a series of online learning modules. These modules provide an online introductory EDI curriculum to offer foundational knowledge to all UNB members, and were developed in consultation with UNB's Mi'kmaq-Wolastoqey Centre, Campus Sexual Assault Support Advocate, and Student Accessibility Centre. Via community consultation, the group identified areas where EDI-related education was wanted, and prioritized which areas would be developed first. To help meet CRC requirements, the first module on unconscious bias was launched in summer 2021. To foster the foundations needed to disrupt and dismantle systemic barriers, the EDI Resource Developer also conducted training sessions throughout the institution (e.g., to Development & Donor Relations, Communications, Capital Planning). Training included sessions on "EDI 101," creating positive spaces, and allyship with Indigenous peoples. The Resource Developer also participated in training hiring committees in best practices and unconscious bias in hiring. HRPEO published an EDI Resource Hub via SharePoint (UNB intranet), to which CRC hiring committees and Chairholders are routinely directed.

Challenges encountered during the reporting period:

Feedback resulting from the hiring manual consultation process took longer to receive and compile than planned. Synthesizing and incorporating this feedback, and launching a second round of consultations, delayed the manual's launch.

Next Steps (indicate specific dates/timelines):

The CRC hiring manual will be released in summer 2022. This resource will be shared with the nation-wide Dimensions cohort. Online training on foundational EDI knowledge for researchers will be launched in summer 2022, as will handouts and supplementary resources to help researchers incorporate EDI throughout research planning and implementation processes.

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:

22571

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

Salary and benefits to fund the EDI Resource Developer position.

EDI Stipend Impact Rating

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

Extensive impact (the EDI Stipend had an extensive 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	31170	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 address the barriers:

UNB's Self-ID survey continues to be administered to all current employees, including all CRCs. 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.

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.

Progress and/or Outcomes and Impacts made during the reporting period:

A process was developed and implemented for new Chairholders to meet with the Vice-President (Research) upon taking up their Chairs. This was particularly important to develop during this reporting period, since equity data provided by the CRCP indicated that one or more of the Chairs hired during this time identifies within the FDGs. Effective communication and relationship-building with these Chairs is critical to helping them be comfortable sharing information on any barriers they face within the institution. New Chairholders are encouraged to discuss concerns related to EDI and systemic barriers with the VPR directly, and/or with the ORS staff who assisted with their nomination. New EDI policies and processes were rolled out across the institution. UNB's Chosen Name and Gender Identity policy was launched to support all people who choose to work and study at UNB, regardless of their gender expressions or identities. Under the policy, all students, faculty, and staff have the ability to indicate their gender identity and use a first or middle name at the University without having to change their name legally or provide a reason for their request. Additionally, the accompanying documentation previously requested to support a change of name or gender will no longer be required in most circumstances. This is particularly important for non-binary and trans people, as well as international recruits who may use a different name or gender identity other than their legal name and/or sex assigned at birth. Work began to update cross-campus processes associated with these policies (e.g., payroll, ITS, security). UNB also completed its second Federal Contractors Program submission with all UNB workforce data. The results demonstrated that UNB complies with FCP requirements, and the process of completing the submission produced higher-quality and more comprehensive data on UNB's workforce.

Challenges encountered during the reporting period:

Compiling information from all relevant UNB offices is an ongoing process. We anticipate that data will become more robust as EDI policies and processes become standard across UNB divisions. UNB planned to strike a coordinating committee to report on equity considerations arising from the 2020 CCIDI survey results, and to encourage and support equity-related work related to these results. This work remains in the early stages of development due to the evaluation of HRPEO and the continued re-evaluation of the Standing Committee on Equity, Diversity, Inclusion and Human Rights.

Next Steps (indicate specific dates/timelines):

In 2022, EDI conversations will be held with active Chairholders to discuss changes they've experienced, those that have yet to be addressed, and suggestions for further action. Information arising from UNB's 2020 strategic planning and academic planning conversations will be combined with CCIDI data analysis, which will help the revised Standing Committee on Equity, Diversity, Inclusion and Human Rights adjust UNB's EDI action plan as necessary.

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. During the reporting period, it was determined that 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 address the barriers:

During the reporting period, action toward achieving this objective was significantly impacted by the pandemic. Next steps are underway to ensure barriers are addressed.

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, and the release of annual reports with EDI-related data and information.

Progress and/or Outcomes and Impacts made during the reporting period:

Results from the 2020 CCIDI survey were posted on a newly developed EDI website in summer 2021. This website also includes information on EDI-related activities across the institution: <https://www.unb.ca/initiatives/equity-diversity-inclusion/>. UNB's public accountability webpage is updated promptly when new information and documentation is available, and as required by the CRCP. UNB can now collect all required data to report information on the number of applications, shortlists, and hires from FDGs for all Senior Administrative positions, and for all academic hires and Director+ roles. It is now an institutional requirement that equity data be collected and distributed appropriately in order for the hiring process to proceed. External agencies collect this information, which is then distributed to a designated staff member in People and Culture (P&C, formerly Human Resources and Organizational Development). The staff member provides all equity-related information to hiring committees.

Challenges encountered during the reporting period:

The necessity of revisiting the composition of UNB's Standing Committee on Equity, Diversity, Inclusion and Human Rights, and interruptions to the committee's work caused by the pandemic, impacted the committee's reporting ability. As well, since the committee's report represents UNB's overall EDI efforts, the pandemic presented challenges to securing information from various units which faced increased workloads and operational challenges.

Next Steps (indicate specific dates/timelines):

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 address the barriers:

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. 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.

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.

Progress and/or Outcomes and Impacts made during the reporting period:

Processes and templates for CRC job ads were revisited, and additional guidance developed on broadening Chairs' research areas. UNB saw demonstrated effectiveness when a previously unsuccessful search attracted multiple applicants who identified within the FDGs, including the chosen nominee. As noted for Key Objective 2, the EDI Resource Developer completed the penultimate draft of the hiring manual for CRC committees, which will offer 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 began using 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 launched the Responsible Conduct in Research policy in December 2021. This policy includes an assertion of University members' responsibility to ensure researchers are properly supervised and trained in EDI; an assertion of researchers' responsibility to the unique considerations imperative to conducting research with, or on behalf of, Indigenous nations, communities, or groups, while respecting Indigenous knowledge and rights; and definitions of what the University considers misappropriation of Indigenous knowledges, cultures, and heritages. UNB also entered the planning phase for an Indigenous Research policy. UNB's Employment Equity policy remains under review. Preparations continued within P&C for the review of four collective agreements in collaboration with labour groups, which includes a review of equity language. P&C also began collaborations with the VP Administration to establish a fund to remove barriers in hiring members of FDGs. Originally, the fund was intended to help units advertise on more equity-serving job boards; the concept has expanded to help fund accommodations for job candidates and to address other EDI-related concerns in hiring. P&C began conducting exit interviews with faculty members in Nov. 2021, and ensured questions reference systemic barriers, bullying, and harassment. Options for completing the interview include in-person meetings, Teams meetings, or written reports; the option to decline the interview is also provided. P&C also developed onboarding tools that are in the review stage. Pre-boarding information is hosted on P&C's SharePoint site, which is now provided to every new hire.

Challenges encountered during the reporting period:

UNB intended to hire an external entity to perform an institution-wide employment systems review during the reporting period. This initiative was further delayed due to pandemic restrictions, but P&C began investigating the best provider and still intends to complete this task post-pandemic. As we collect ever-larger amounts of employee data, analyzing and interpreting this data for specific needs becomes more challenging. Technological solutions for data analysis have been employed in response.

Next Steps (indicate specific dates/timelines):

Collective bargaining with labour groups will begin in spring/summer 2022. Onboarding tools developed by P&C will be finalized and sent to the President's Executive Team for approval mid-2022, and will be implemented after approval. Work will continue on the Indigenous Research policy. The policy will likely be implemented in 2023, 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 address the barriers:

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.

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. After receiving updated CRC equity targets, UNB will determine how these targets will be met according to the CRCP's schedule.

Progress and/or Outcomes and Impacts made during the reporting period:

All CRC EDI 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, particularly women, whose CRC terms began in 2021 and 2022. UNB's self-ID information continues to show improvement in the number of individuals within the FDGs who apply to CRC positions. No Chairs ended their terms early, continuing a trend of full CRC retention since 2019. The President's Executive Team met in spring 2021 to discuss best approaches for setting UNB's new CRC EDI targets. This conversation included discussion of how internal calls for expressions of interest and CRC job ads would be developed to intentionally hire individuals from specific groups to ensure UNB meets all equity targets leading to 2029. UNB's new equity targets were set per CRC requirements, and CRC calls released in 2021 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. Beginning in spring 2021, 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; this training includes curriculum on microaggressions.

Challenges encountered during the reporting period:

In summer 2021, the planning phase resumed on initiatives to improve recruitment and retention. At the VPR level, these plans included discussions of supporting CRCs who have completed their terms.

Next Steps (indicate specific dates/timelines):

In anticipation of the CRCP updating nomination requirements related to mentorship, UNB will 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. This work will begin in spring 2022.

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.

Challenges and Opportunities

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

Challenges: Although all key objectives continue to progress, the pandemic has impacted many areas of the action plan's rollout. UNB's pivot to remote learning, along with increased operational requirements, placed significant additional burdens on already-heavy workloads. The increase in workload also affected CRC hiring units, whose members were burdened with remote learning, operational considerations, and in many cases reduced access to their labs and research teams. This challenge necessitated increased communication among units, made more difficult when all members are working remotely, and between hiring units and ORS. UNB had hoped to fully return to campus in fall 2021, but ongoing outbreaks and the emergence of the Delta and Omicron variants meant that some operations remained off-campus. Removing the requirement to teach remotely, and the removal or minimization of operational barriers, will help relieve the increased workload caused by the pandemic, and will help the next steps of implementing the action plan move along more smoothly. Successes and Best Practices: Although the pandemic presented many challenges, it also strengthened UNB's commitment to being people-centric and helping people achieve their needs. Since remote work was the norm for UNB faculty and staff for much of 2021, individuals, support units, and faculties/departments found creative ways to use online tools. In turn, presentations and conversations became more accessible; groups including HRPEO and ORS have decided to use hybrid online/in-person approaches for future EDI training to reach a wider group and to ensure accessibility for all. The pandemic also compelled P&C to review flexibility in work hours and the benefits of working from home on employees' mental health. This work will inform UNB's policy on working from home, which is expected to launch in 2022. 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.

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.

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. UNB was granted an extension for the use of funds, and all funding has now been spent. 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 penultimate draft of a UNB hiring manual targeted at CRC hiring committees. He also developed and published an online module in unconscious bias, which has been used as part of CRC hiring committee training and shared with teams preparing nomination and renewal applications. 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 are being compiled in one hiring manual rather than existing as disparate documents. This strategy will make 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).

During the reporting period, the stipend was committed to the EDI Resource Developer's salary/benefits. 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. Additionally, the EDI Resource Developer has distilled and translated these training materials into the CRC hiring manual. In addition to the EDI online modules being developed by HRPEO, these resources will be 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. When all consultations are complete in early 2022, a finalized draft will be prepared. The manual will be published online in summer 2022. Once it is available to the UNB community, HRPEO and ORS will use 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 will also be 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. These impacts began in summer 2021, when UNB recruited a CRC nominee using resources created for the draft manual.

Outline the total expenditures below:

Total funds of EDI stipend spent on the objective:	22571
Institutional commitment (if applicable):	31170
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	31170	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:

Extensive impact (the EDI Stipend had an extensive impact on achieving progress)

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

The stipend was used to fund the full-time salary/benefits of the EDI Resource Developer.

Do you have other objectives to add?

No

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 minorities, Indigenous Peoples, persons with disabilities, women, LGBTQ2+ 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 2022, all active Chairholders will be 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. We expect this feedback will be particularly useful in determining next steps for the EDI Action Plan. During the reporting period the number of people identifying within the FDGs in our Chair complement increased, and several new Chairholders started their programs. This trend will continue in early 2022, when two more new Chairs are expected to begin their programs. HRPEO consulted with UNB units serving EDGs while developing the content for online learning modules. Representatives including the Piluwitahasuwin, Campus Sexual Assault Support Advocate, and Student Accessibility Centre took part in determining which topics would be of greatest benefit, and which modules should be prioritized. UNB students from EDGs were engaged to create material for the modules, and helped provide personal connections to sometimes-abstract concepts. The group planned the modules collaboratively; the EDI Resource Developer developed the modules with the support of HRPEO and participating student interns, all of whom identified within EDGs; and the group collectively performed several rounds of review before publishing. As EDI resources continue to be implemented, ORS will request feedback from CRCs 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. 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 became a challenge to ensure members of FDGs were involved on decision-making bodies, particularly the bi-campus standing committee, while avoiding tokenism. This is an ongoing challenge that UNB is actively working to solve (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). It has also been a challenge to engage with diverse consultants without overtaxing individuals who are often asked to do EDI-related work. 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.

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://www.unb.ca/initiatives/equity-diversity-inclusion/>
<https://www.unb.ca/humanrights/education.html>
<https://www.unb.ca/president/diversity-dialogues/index.html>
<https://unbcloud.sharepoint.com/sites/Research>
<https://es.unb.ca/apps/policy-repository/>

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. During the reporting period, UNB launched a Chosen Name and Gender Identity Policy to support all people who choose to work and study at UNB, regardless of their gender expressions or identities. The policy's implementation helps the University create a more inclusive environment for students, faculty, staff, and visitors to UNB campuses and sites. UNB also launched the Responsible Conduct in Research policy, which includes a number of EDI-related responsibilities, as described above. UNB launched a new equity website in May 2021. This website catalogues UNB-developed equity resources, showcases EDI good news, and helps accomplish the Dimensions committee's mandate. HRPEO also launched an EDI resources SharePoint site to provide opportunities to the UNB community for EDI related learning, such as the recently released unconscious bias online module, and access to issue-specific resources. HRPEO also continues 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 takes place throughout the institution, via HRPEO's resources and external resources (e.g., professional associations, resources available via CCDI). The President's Diversity Dialogues series launched in 2021. 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. As part of the President's Diversity Dialogue series, and in recognition of International Women's Day 2021, HRPEO, in collaboration with UNB's Muriel McQueen Fergusson Centre for Family Violence Research, invited the community to a screening of "Yours in Sisterhood," a film by Irene Lusztig described as "a collective portrait of the feminist conversation now and forty years ago." A group discussion about the film followed the presentation, with a public Q&A period. As well, the Associate Vice-President, P&C, created a women leaders' course where 10 women were selected for special leadership training. She also co-developed a broader leadership program, with topics including systemic racism, where experts led discussions on effective changes in other institutions to spark change at UNB. The UNB Art Centre celebrated Black History Month with a special project that brought portraits of Black New Brunswickers to the streets of Fredericton. In partnership with the City of Fredericton, this project recognized the achievements and experiences of remarkable individuals. In October, UNB's International Student Advisor's Office (ISAO), HRPEO, and student-led initiative Shades of Change hosted an online conversation with students on COVID-19 and anti-Asian racism experiences. In this open, student-driven roundtable discussion, racialized and international students shared stories, explored tools and resources, and took up a healing space. During the reporting period, a BIPOC UNB staff member expressed a desire for more communication and networking on campus to help BIPOC people chat with and learn from others outside one's office or discipline. In response, HRPEO and ISAO helped create the BIPOC staff & faculty affinity group. This group of BIPOC staff and faculty from UNB and from Fredericton's St. Thomas University meets to share space, and discuss their experiences as BIPOC people in post secondary institutions.

<https://www.unb.ca/initiatives/equity-diversity-inclusion/>

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

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

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

<https://es.unb.ca/apps/policy-repository/>

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.

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