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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:

Bishop's University

Contact Name:

Claire Grogan

Position Title:

Interim- Vice-Principal Academic and Research

Institutional Email:

VPAcademic@ubishops.ca

Institutional Telephone Number:

819-822-8000

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

No

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

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

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 2

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 3

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

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

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

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.

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

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:

No stipend was received in the reporting year, but the EDI stipend received in 2020 had a major impact.

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)

The Office of Research and Graduate Studies at Bishop's University received the EDI targets based on the CRC recommendations and established the 2021-2030 CRC EDI plan for our institution. Notably, in Winter 2021, Bishop's proceeded in the recruitment of a CRC nominee in Indigenous Studies. The selection committee was composed of the Vice-Principal Academic and Research, the Director of Research and Graduate Studies, a representative of the School of Education who works with Indigenous groups, and the Chair of the Sociology department who also runs a research program focusing on Indigenous issues, and members of our Indigenous community. We hired a recruitment firm to help us find the best fit for the CRC nomination. The recruitment process was public and transparent. The Indigenous community representatives were full voting members and provided important feedback on the selection process. They were provided an honorarium according to the field standard which was paid using the institutional EDI stipend. This use of the EDI stipend was approved by the CRC program. One of the representatives preferred to donate the honorarium to the Bishop's Turtle Island scholarship fund, which supports Indigenous student internships. All members of the selection committee completed the CRC Unconscious Bias training module prior to the hiring process. The nomination process was completed in the summer of 2021. The Office of Research and Graduate Studies and the Office of the Vice-Principal Academic and Research collaborated to facilitate the nominee's arrival. The Office of Research and Graduate Studies also focused on responding to the Public Transparency requirements for the CRC Program. Working with the Senate Research Committee, the Communications department, and our active chairholders, we updated our website and developed the CRC web pages.   The upcoming year (2022) will focus on celebrating the nomination of our two new CRCs whose research programs focus on Digital Indigeneities and Plurilingual Teaching and Learning. The announcements will have a special focus on including the nominees actively in the concept and planning of the activities. The Office of Research and Graduate Studies will also work closely with the new EDI consultant to implement an EDI policy and an EDI action plan for research. We will make sure that the process is inclusive and that all members of under-represented groups are involved and heard. To achieve this goal, we will conduct consultations with all members of our community. In addition, discussions are underway with our Maple League partner institutions (Maple League Research Committee) to collaborate for the development of the EDI action plan. We will also use our network with the Canadian Association of Research Administration (CARA) to benchmark how to better serve and promote research done by members of equity-deserving groups and benefit from best practices for the EDI action plan.

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)

1. A permanent position for the Office of EDI was created. The position of Special Advisor for EDI was filled. Members of the EDI Task Force acted as consultants and members of the hiring committee for this position. 2. Unconscious bias training is provided for all members of hiring committees. The same training is asked of Deans and hiring managers. 3. A reporting form for hiring committees to ensure transparency regarding shortlists and eventual hires was created. This form allows hiring committees to reflect on the steps and actions they undertook in the hiring process and can help determine strengths or gaps in inclusive or equitable hiring practices and opportunities. 4. The Principal wrote a letter encouraging all Tenure-Stream Faculty Appointment Committee Chairs to work diligently to ensure a wide and diverse selection of candidates at all stages of the hiring process. In this letter, he communicated that he would be looking for clear evidence of this when he received and considered the letters of recommendation for appointment. 5. An EDI mission and vision statement were created by the EDI Task Force and approved by the Board and Senate. These and other relevant EDI documents are shared on the Bishop's University website. 6. The University has adopted a strategic plan for the prevention of sexual violence. The University has also adopted the REES (Respect Educate Empower Survivors) platform for online reporting of incidents of sexual violence. More information on REES, as well as the strategic plan for strengthening sexual health on campus can be found here: https://www.ubishops.ca/future-current-students/student-campus-life/student-services/sexual assault/2021-22-action-plan-for-the-education-and-prevention-of-sexual-violence 7. Bishop's University partnered with CCDI (the Canadian Centre for Diversity and Inclusion), offering free ongoing, monthly training webinars to all employees of the University. 8. Bishop's University became a signatory to Scarborough Charter on Anti-Black Racism and Black Inclusion in Canadian Higher Education. 9. Bishop's University made significant updates to the Policy Regarding Student Accessibility & Accommodation Services to reflect a more evolved understanding of disability and accessibility.   10. The Anti-Racism and Discrimination Committee is a group of student athletes who are committed to encouraging and creating an inclusive community. They have created a mission, goals and set of values for the group as well as begun the process of listening, dialoguing with encouraging community members to be inclusive. 11. The EDI Task Force working groups on student recruitment and retention, employee recruitment and retention, on policies, on policies, on communications continued their work of discussing with the various constituency groups within the University and laying the groundwork to ensure that EDI is the responsibility of all and not of the Office of EDI. The focus is on embedding these values in each department going forward.

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

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Submit and Exit Survey

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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