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CRCP Institutional EDI Action Plan - Key Objective(s)



### 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:

Ontario Tech University (University of Ontario Institute of Technology)

#### Contact Name:

Jennifer Freeman

#### Position Title:

Executive Director, Office of Research Services

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Jennifer.Freeman@ontariotechu.ca

#### Institutional Telephone Number:

905-721-8668

**The link for the EDI progress report and EDI Stipend report:**

<https://research.ontariotechu.ca/discover-research/public-accountability/equity-diversity-and-inclusion-in-canada-research-chairs.php>

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):

09/27/2019

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:

Les Jacobs, Vice-President Research and Innovation

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:

To guide Equity, Diversity, and Inclusion (EDI) in the Canada Research Chairs (CRC) program and more broadly at the University, Ontario Tech University implemented the Canada Research Chair Equity, Diversity, and Inclusion Action Plan, titled: "Being Counted and Considered at Ontario Tech University". The action plan outlines three main objectives: 1. Objective 1: Embed the values of Equity, Diversity, and Inclusion into our academic and research culture at all levels, starting from the top. 2. Objective 2: Ongoing rigorous self-assessment to keep apprised of our community's composition and needs. 3. Objective 3: Attract and retain diverse talent to the CRC program, and to the university at large. In addition, each of the three objectives are supported by action items and timelines to guide the advancement of EDI initiatives at Ontario Tech University. The following report will outline the progress toward EDI objectives during the period of December 15, 2021 – December 1, 2022. The first objective was to embed the values of Equity, Diversity and Inclusion into the university's academic and research culture at all levels, starting from the top. Given the broad nature of this objective, we prioritized building institutional capacity through the development of the Women in Research Council initiative (WIRC), completing Employment Systems Review and University-Wide Self ID survey and updating internal awards programs to embed EDI best practices during the reporting period.

**Systemic barriers -**

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

Ontario Tech University, having just reached its 20th anniversary in 2023, is still relatively new in comparison to its peer institutions. As such, the systems supporting EDI, although maturing, are still in the early stages of development and are remain siloed. Specifically, there continues to be a lack of pre-existing data collection related to FDGs prior to the launch of the CRC Action Plan and its related projects, and a lack of reporting structures that connect the various communities, faculties, departments and working groups that have an EDI mandate. In addition, to support the university's CRC equity targets for 2021- 2029, the university identified a need to develop mentorship, training, and awareness programs to connect the community and embed EDI values at all levels of the organization. Implementing an effective EDI structure across the university requires resources, data gathering (quantitative and qualitative) along with significant time and effort to support sustainable change-management across the university and ensure that EDI values are embedded in our academic and research cultures at the university, starting from the top. To help drive implementation toward this objective, the university actioned three main initiatives: 1. Employment Systems Review; 2. Self-ID Survey; 3. Women in Research Council.

## 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	Complete University Wide Employment Systems Review	In progress
Corresponding action 2	Complete University Wide Self-ID Survey	In progress
Corresponding action 3	Launch Women in Research Council	Completed
Corresponding action 4	Hire EDI Coordinator	Completed
Corresponding action 5	Hire EDI Grants Officer	Completed
Corresponding action 6	N/A	Completed

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

Through the newly branded Office of Diversity, Inclusion and Belonging (DIB) and the Office of Institutional Research and Analysis (OIRA), the university now has an administrative structure to connect EDI initiatives across the university and collect and responsibly steward data to inform EDI strategy and best practices. The university continues to integrate EDI value setting into the Integrated Academic and Research Plan 2023-2028 (IARP) – recently updated through community consultations and the Strategic Research Plan. The final Employment Systems Report is anticipated in December 2023. The report will provide targeted input to Ontario Tech University about its employment system to help guide EDI priorities. This report, amongst other university wide inaugural data gathering initiatives, such as the EDI Self-ID survey will act as the basis to benchmark and conduct self-assessments to support continuous improvement and inform EDI priorities at Ontario Tech. The university wide self-ID survey will provide robust demographic data for Ontario Tech to help inform EDI Strategy, priorities and programming. The self-ID survey was launched to all university employees in May 2022 and was designed in collaboration with faculty experts, unions, and others at Ontario Tech to ensure it was robust and in adherence to best practices in the sector. Current participation rates are as follows: ~41.8% for continuing employees; ~10.1% for Limited Term Employees and ~4.8% Students. The university is in the process of analyzing the data and creating a university reporting process in accordance with best practices and privacy considerations, while continuing to encourage broad participation in the self-ID survey. A full report is anticipated in FY 2024. Collectively, the ESR and the Self-ID Survey data inputs will help inform the university-wide EDI strategy and updates to the CRC EDI action plan in the coming year.

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

Ontario Tech University has continued to make progress in establishing an institutional EDI framework that is compatible with the resources and priorities of the university and that will support short, medium, and long-term success. The Office of Equity, Diversity, and Inclusive Engagement was rebranded to the Office of Diversity, Inclusion and Belonging (process commenced in 2022) and, to provide a higher profile to the office, it is now lead by a newly created position - Assistant Vice-President, Diversity, Inclusion and Belonging (2023 hire). Reporting into the Assistant Vice-President, Diversity, Inclusion and Belonging are other EDI-focused staff that work collaboratively with the Office of Research Services, the Women in Research Council, Office of Human Rights, Indigenous Education Advisory Circle, Committee for Age-Friendly University, the Accessibility Working Group, the Equity Admissions Committee, and the EDI Steering Committee to embed EDI values and accountability across the university. This integrated and collaborative structure maximizes pre-existing infrastructure and provides connectivity to advance EDI initiatives at Ontario Tech. With the ESR and Self-ID survey, Ontario Tech will be able to better utilize a data-informed approach to refine its pan-university EDI framework and infrastructure. In addition, the new Assistant Vice-President Diversity, Inclusion and Belonging will be initiating listening sessions in fall 2023 which will be open to all faculty and staff to develop a more informed EDI strategy for Ontario Tech. To help embed the values of Equity, Diversity, and Inclusion into our academic and research culture and strategic planning, the university hired an external consultant to conduct a university wide Employment Systems Review (ESR), of all employees, with a focus on CRCs, during the reporting period. The employment systems review commenced in 2021 as one way to identify system and process gaps and barriers in its workforce among diverse groups including women, racialized persons, Indigenous persons, persons with disability, and people from the 2SLGBTQIA+ communities. Specifically, the ESR assessed relevant employment systems, policies and practices, both written and unwritten, and how these are implemented across the university. The ESR included the following data collection methods: 1. ESR Employee Survey – A voluntary survey for all employees to complete. 2. Focus groups - Focus groups representing different perspectives were conducted using an online platform that allowed participants to provide responses confidentially and anonymously. Each focus group session was 90-minutes and provided the opportunity to gather a deeper understanding on issues employees faced and to identify potential solutions to the challenges expressed. Focus Groups were conducted with each of the following eight employee groups: • Mixed faculty/researcher group (all ranks and identities including post-docs and sessionals) • Mixed staff group (including student employees, all ranks and identities, unionized and non-unionized) • Women faculty & researchers (inclusive of Indigenous, racialized minorities, persons with disabilities, 2SLGBTQIA+ • Women staff (inclusive of Indigenous, racialized minorities, persons with disabilities, 2SLGBTQIA+ • Indigenous faculty & staff (inclusive of women, 2SLGBTQIA+ persons with disabilities) • Racialized faculty & staff (inclusive of women, 2SLGBTQIA+ persons with disabilities) • 2SLGBTQIA+ faculty and staff (inclusive of Indigenous, racialized minorities, persons with disabilities, women) • Persons with Disabilities faculty & staff (inclusive of racialized minorities, women, Indigenous, 2SLGBTQIA+). 3. Interviews – Senior leaders, process owners, union representatives and other key interest groups were interviewed. In total 30 interviews were conducted 4. Documentation Review - Documentation review of all related Ontario tech policies, procedures and processes using an employment equity lens, relating to recruitment; selection and hiring; training and development; promotion systems; retention; accommodations and attitudes and campus culture. It is important to note that the completion of the ESR review was significantly delayed due to the impacts of COVID-19, labour disruptions, and changes to the project teams at Ontario Tech and the consulting company. As such, the report from the external vendor is expected to be completed by December 2023. This report will help the university identify real and perceived barriers in its employment systems and will be one data point, amongst others, to inform a university-wide EDI strategy. In addition, the university launched its first ever university wide self-ID survey to all university employees in May 2022. The self-ID survey instrument was designed in collaboration with faculty experts, unions, and others at Ontario Tech to ensure the survey instrument was robust and in adherence to best practices in the sector. Participation rates are as follows: ~41.8% for continuing employees; ~10.1% for Limited Term Employees and ~4.8% Students. The University is in the process of creating a university wide reporting process in accordance with best practices and continuing to encourage broad participation in the self-ID survey. Collectively, these two data inputs will help inform the university wide EDI strategy and updates to action plans, including the CRC EDI action plan in the coming year. The Women in Research Council (WIRC) was initiated with an open call for a Chair in November 2021. A broad selection committee was formed to select a chair to lead the council. In May of 2022, [REDACTED] accepted the inaugural Women in Research Chair with financial support being provided from the Office of the Vice-President Research and Innovation. The Chair during the reporting period achieved the following: • Environmental Scan: Reviewed all internal strategies and plans, including the President's Equity Taskforce report: September to October 2022 and the Ontario Tech CRC EDI Action Plan. o Conducted research on similar initiatives that exist at other universities: September to November 2022. Consulted and connected with previous and current working groups such as the Women in Research working group, the Women for STEM program and other women-led student groups on campus: September to October 2022. o Development of a WIRC framework: Created WIRC mandate and draft of the council's terms of reference: October 2022. Created an advisory council to serve as a committee to help guide and steer the work of the WIRC: October to November 2022. WIRC chair actively reached out to faculty members across the university and put together an advisory council with representatives from all six Faculties at Ontario Tech. o WIRC first advisory council meeting was November 29, 2022: Introduction of advisory council members. Roles and expectations of advisory council members. Review and finalize council terms of reference. Discuss future initiatives including mentorship programs, professional development, and training for women at Ontario Tech, including at the graduate and post-doctoral level. o Identification and Development of a Mentorship Program for Ontario Tech and CRCs: Explored mentorship programs being run at other institutions with a focus on high quality and evidence-based approaches. Identified the Coaching & Resource Network (CRN) program originally run at Purdue University as a possible option – contacted faculty member in US who created a mentorship program to learn more about the program, its background and the process of putting together a strong mentorship program – September 21, 2022. Information about the mentorship program shared with Ontario Tech senior leadership – VPRI and Provost who expressed interest and requested more information. Began discussions with mentorship program creator about replicating the CRN model at Ontario Tech University and the process of putting in place a MOU and agreement to receive the guidance documentation for the mentorship program – December 07, 2022. o Communication and Marketing: Worked on updating website for the WIRC to create a digital presence to serve as a central hub to highlight WIRC initiatives, committee members, and celebrate the successes and achievements of women across the university. Preparations for formal introduction of the WIRC and council – December 2021 to February 2022. The Women in Research Council, now established, has developed a strong model to replicate across the university for other equity deserving groups. In the upcoming year, a new funding program has been launched to build EDI capacity.

### Challenges encountered during the reporting period:

The most significant challenge is the recruitment and retention of staff who have expertise in EDI and who can support the advancement of EDI initiatives at Ontario Tech. During the reporting period, or directly adjacent, over five staff members have been recruited and then left Ontario Tech for other EDI employment opportunities in either the private sector or academic institution. Specifically, the following roles were recruited and subsequently left for other opportunities: • Director of Office of EDI (1FTE), • EDI Coordinator (2 LTEs), • EDI Grants Officers (2 LTEs) The rebranding of the EDI office, combined with the appointment of a new Assistant Vice-President, Diversity, Inclusion and Belonging (2023), are part of a broader strategy to increase the visibility and prominence of EDI at Ontario Tech with a goal of increased recruitment and retention of staff and overall cultural transformation at Ontario Tech.

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

Ontario Tech is anticipating the final recommendations of the external Employment Systems Review, conducted by the [REDACTED] by December 2023. In addition, the university will have data gathered and analyzed from the first comprehensive self-ID survey. Once the recommendations for that report and self-ID data have been reviewed by the Senior Leadership Team, a response and action plan will be developed to address perceived gaps and barriers. The new Assistant Vice-President Diversity, Inclusion and Belonging will play a critical role in developing an informed EDI strategy for Ontario Tech. Ontario Tech will continue to use a data-informed approach to refine its pan-university EDI framework and infrastructure.

### 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:

50000

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

EDI coordinator supported the women in research council, the ESR and EDI-Self ID survey.

### 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	20000	Cash

### 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:

The CRC EDI Action Plan identifies Objective 2 as: • Ongoing rigorous self-assessment to keep appraised of our community's composition and needs. To advance this broad objective, continued focus was placed on creating quantitative and qualitative data systems to generate and support ongoing rigorous self-assessment and the informed development of an EDI strategy by FY 2024.

### 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 university has not had a systematic mechanism in place to comprehensively collect demographic data from its faculty, staff, or student groups. This lack of institutional precedent created challenges to identify barriers, identify and implement programming, conduct benchmarking to reinforce and optimize best practices. In addition, the lack of systemic baseline data regarding demographics and campus climate necessitated a comprehensive process to be developed to document anecdotal data inputs and other disparate data points from across the university to guide informed decision making and priority setting.

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	Collected external data to act as proxy, e.g. Stats Can	Completed
Corresponding action 2	University Wide Self-ID Survey	In progress
Corresponding action 3	University Wide ESR	In progress
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:

Work done in the previous year, examined and collated pre-existing institutional reports for quantitative and qualitative insight. Additionally, externally collected, and managed data such as data from Stats Canada and independent surveys conducted across the postsecondary sector by private and public agencies, could be used to infer the baseline status of the university compared to its peer institutions. Using this information, Ontario Tech embarked on developing its own comprehensive self-ID survey tool and business rules to govern ethical stewardship of the data. In addition, the university continued to advance the Employment Systems Review process so that it could utilize these data sources to integrate EDI analysis and assessment across their pre-existing systems and develop an informed university EDI strategy that addresses identified gaps and barriers. As mentioned in Objective 1, self ID data continues to be collected on all CRCs and for the university wide self ID survey launched in 2022 ~41.8% for continuing employees; ~10.1% for Limited Term Employees and ~4.8% Students have participated to date. In addition, over 25% of the faculty and staff participated in the Employment Systems Review process that ran between 2021-2023.

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

The Office of Research Services, the Office of Institutional Research and Analysis (OIRA), alongside the EDI Office in the Office of the Provost, developed a robust and thoroughly disaggregated EDI self-ID survey instrument in consultation with post-secondary best practices, the Office Human Resources, faculty experts, and the Employment Equity Committee, including labour union. The survey instrument will be available in perpetuity for members of the university community to voluntarily share EDI related information with the institution and to be maintained and reported on utilizing a strict governance structure. The survey instrument was first launched on May 24, 2022, and will serve as a tool OIRA to support the Office of the Provost in its efforts to use precise data to drive equity throughout the organization by setting measurable EDI outcomes and mapping progress with more specificity. To date, over 40% of employees have voluntarily completed the survey. The university is conducting another communication campaign to increase the overall participation. The Self-ID survey data will be analyzed and reported on in the 2024 FY utilizing best practices and a consistent methodological approach. This instrument will also allow the Office of University Planning to integrate EDI into all of its planning and reporting, across campus, thus supporting the EDI goals set out in the Integrated Academic and Research Plan of the institution. In addition, Ontario Tech continues to have strong processes in place to collect and maintain self-identification data (including 2SLGBTQIA+ status) for our CRC program and, working with Human Resources, we have institutionalized self-ID data collection for all future CRC renewals and new appointments. The university wide self-ID survey will provide a robust data sample and provide opportunities to measure the diversity of our CRC cohort against our institutional availability and to support robust EDI strategy and assist with future planning of our CRC allocation of chairs. The report for the Employment Equity Systems Review, conducted by the [REDACTED] is anticipated December 2023. The report will enable the university to make informed decisions and act as input into a larger EDI strategy. In total, over 25% of staff members, including 27% of our faculty researchers, participated in the long form comprehensive employment equity systems survey. Concomitantly, the Self-ID survey and the ESR will provide valuable insight into the overall university EDI strategy and provide for the first-time benchmark data that will provide the mechanism for ongoing rigorous self-assessment and the ability to keep apprised of the community's composition and evolving needs.

**Challenges encountered during the reporting period:**

As noted in the previous section, despite our prioritization of data collection and baseline establishment, staff retention and recruitment has delayed progress on this objective. It is also important to note that the completion of the ESR review was significantly delayed due to the impacts of COVID-19, labour disruptions, and changes to the project teams at Ontario Tech and the consulting company. As such, the report from the external vendor is expected to be completed by December 2023. This report will help the university identify real and perceived barriers at Ontario Tech and will provide valuable direction to inform a university-wide EDI strategy.

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

In the new year, the university will conduct another communication campaign to encourage more faculty and staff to participate in the self-ID survey. The goal for this inaugural university wide voluntary data collection is to achieve a 65%+ engagement rate of faculty, staff, and students by June 2024. Once we have achieved that level of participation, the Office of Institutional Research and Analysis will work with the new Assistant Vice-President Diversity, Inclusion and Belonging to analyze the data and produce a report, utilizing the highest industry standards and ensuring appropriate safeguards are in place. Further, the goal is to launch an EDI dashboard for the university, which will identify gaps in pan-university service delivery and inform the development of our EDI Strategy which will also inform the Institutional Academic and Research Plan. Annual reporting around key EDI metrics and disaggregated reporting around key wider institutional indicators will begin starting FY 2024.

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

The overarching Objective 3 is to attract and retain diverse talent to the CRC program, and to the university at large. To provide greater focus, priority continues to be placed on the implementation of employment equity and EDI systems across the talent pipeline to better attract and retain diverse talent progressively until the university at large has attained labour market availability ratios across all designated groups.

**Systemic barriers -**

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

Over the past several years the university has not participated in any external frameworks, such as the Federal Contractors program, that require the collection and maintenance of data systems to support reporting the Workplace Equity Information Systems (WEIMS.) The lack of participation in these programs has led to limited institutional data and thus informed processes to advise hiring and retention practices at the university.

## 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	Rejoin Federal Contractors Program	Completed
Corresponding action 2	Update CRC hiring guide to align with best practices	In progress
Corresponding action 3	Hire human rights lawyer to review accessibility policies, procedures and CRC hiring guide and procedures.	Completed
Corresponding action 4	Review internal award programs and update with EDI best practices.	Completed
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 university continues to conduct training of all hiring, review, and promotion committees during the reporting period (100% training rate - 20 sessions conducted. In addition, training is provided for all CRC hiring committees and internal awards selection committees. The university continues to maintain a membership with [REDACTED] to provide additional resources for faculty and staff in addition to developing in-house training modules through HR, such as, Indigenous Workshops, AODA, EDI, etc. The university also rejoined federal contractors program.

## Outcomes and Impacts made during the reporting period:

In 2022, the University re-joined the Federal Contractors program to provide greater direction and accountability to EDI efforts. This, in combination with the EDI self-ID survey and ESR, will provide valuable information and a strong framework to catalyze EDI practices at Ontario Tech. As noted in previous sections, the university is also in the final stages of completing the ESR and EDI self-ID survey. In addition, the university continues to be focused on partnership and cross-functional collaboration to ensure that the EDI initiatives which are implemented are accepted widely enough to drive sustainability and process improvement. The Office of Research Services, in collaboration with the Office of Equity, Diversity and Inclusive Engagement, are collaborating to update the CRC hiring guide and institutional procedures to ensure alignment with best practices. In addition, the Office of the Provost contracted a human rights lawyer who specializes in accessibility, to provide guidance related to accessibility policies and procedures at the university from May to November 2022. In addition, they also reviewed and provided feedback on the CRC hiring guide and procedures. In addition, all hiring committees and internal awards committees are undergoing additional EDI training. The EDI coordinator conducted 20 training sessions during the reporting period. In addition, internal awards programs have been restructured to include EDI best practices in the award selection criteria and format. To compliment the CRC hiring and equity targets, the university has also begun targeted hires across the university. As an example, the Faculty of Social Sciences and Humanities has an active recruitment process commencing for an indigenous scholar. The committee has been comprised of an Indigenous Elder and Advisor as well as an EDI advisor to ensure appropriate support is provided to the hiring committee. The university also implemented the following actions to support retention and recruitment of equity deserving faculty: • Developed and launched the Women in Research Council (WIRC) to provide a community of support and mentorship for those identifying as women or gendered minorities. • Through the WIRC, mentorship programs are being explored to implement at Ontario Tech. A program has been identified and is planned to be launched in FY 2024. • Revised and launched the internal Research Excellence Chairs program with embedded principles of EDI to ensure best practices are utilized in decision-making and peer review process. In total, 60% of the chair recipients identified as women or gendered minorities. • The Office of the VPRI, and the Office of Diversity, Inclusion and Belonging has been working in tandem with Human Resources to update the CRC Hiring Guide to best reflect employment equity and proactive EDI measures. • All CRC hiring committees continue to undergo mandatory EDI training through the EDI Office which includes bias training, bystander training and operational best practices to ensure employment equity decision-making throughout the hiring process.

## Challenges encountered during the reporting period:

As noted in the previous section, despite our prioritization of this objective, EDI staff retention and recruitment has delayed progress on this objective.

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

CRC Equity targets have been established and the Office of the Vice President Research and the Office of the Provost are committed to using strategic and targeted hiring to ensure that Ontario Tech maintains and exceeds its CRC equity targets. All new CRC appointments during the reporting period were targeted hires. In the 2024 FY, the university will be conducting targeted hires for four new vacant CRC positions. The internal call for proposals, reframed to include an EDI consideration, was launched in fall 2023. The Employment Systems Review (ESR) final report will be received by December 2023. The EDI self-ID survey report will also be available in FY 2024. The CRC Hiring Guide will be revised for university-wide hiring guidance in FY 2024. The Woman in Research Council will launch a mentorship program in FY 24 and a new funding call to build EDI capacity at Ontario Tech in FY 24.

## 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



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

	<b>Progress to date</b>
Corresponding action 1	Not yet started
Corresponding action 2	Not yet started
Corresponding action 3	Not yet started
Corresponding action 4	Not yet started
Corresponding action 5	Not yet started
Corresponding action 6	Not yet started

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**

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		Not yet started
Corresponding action 2		Not yet started
Corresponding action 3		Not yet started
Corresponding action 4		Not yet started
Corresponding action 5		Not yet started
Corresponding action 6		Not yet started

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**

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		Not yet started
Corresponding action 2		Not yet started
Corresponding action 3		Not yet started
Corresponding action 4		Not yet started
Corresponding action 5		Not yet started
Corresponding action 6		Not yet started

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 mentioned earlier, the most significant challenge is the recruitment and retention of staff who have expertise in EDI and who can support the advancement of EDI initiatives at Ontario Tech. During the reporting period, or directly adjacent, over five staff members have been recruited and then left for other EDI employment opportunities in either the private sector or academic institution. Specifically, the following roles were impacted: • Director of Office of EDI (1FTE), • EDI Coordinator (2 LTEs), • EDI Grants Officers (2 LTEs)

### 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):

This challenge, however created an opportunity to restructure. The Office of Equity, Diversity and Inclusive Engagement, was rebranded to the Office of Diversity, Inclusion and Belonging and the Director position was converted into an Assistant Vice-President, Diversity, Inclusion and Belonging (2023). To support this position, new hires are planned, including a Director of Indigenous and Cultural Relations as part of a broader strategy to increase the visibility and prominence of EDI at Ontario Tech with a goal of increased recruitment and retention of staff and overall cultural transformation at Ontario Tech.

## 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 objective for the stipend was to hire an EDI Coordinator to support EDI and CRC Action plan.

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

Hired EDI Coordinator.

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

Ontario Tech has successfully integrated EDI best practices into our Integrated Academic and Research Plan, as well as our Strategic Research Plan to ensure that the values of equity, diversity, and inclusion are embedded in our academic and research culture, starting from the top. To increase EDI awareness, inclusion and community building, the EDI coordinator and other units on campus helped to organize the following events and activities during the reporting period: • Hiring Committee Trainings: Conducted over 20 hiring committee trainings to promote diversity and inclusivity in our recruitment processes. • Assisted on project management committee for Employment Systems Review and managed communications with external vendor. • Assisted on project management committee for the Self-ID survey. • Assisted with the review of the CRC hiring guide, procedures, internal funding programs amongst other activities to support the CRC program. • Indigenous History Month – The EDI Coordinator supported the Indigenous Centre in promoting Indigenous History Month through a day event and collaboration with the community. • PRIDE Month Awareness: The EDI Coordinator helped organize and promote PRIDE month awareness, including a community day event with performances and the raising of the flag. • Disability awareness Month: Mobilized the promotion of Disability Awareness Month through an online campaign and newsletter in collaboration with HR and the Accessibility Committee. • Caribbean Awareness Week: Collaborated with the CRM team to organize an online campaign for Caribbean Awareness Week, highlighting the culture and stories of Caribbean students. • BFUTR Event: Organized a raffle for the BFUTR event, providing opportunities for students, staff, and faculty to connect with mentors, recruiters, and networking opportunities in the field of technology. • DEI Educational Initiatives: At the beginning of my contract, created educational information on DEI practices and raised awareness on DEI-related topics such as microaggressions, intersectionality, and biases. • Multifaith Calendar: Served as an advisor for the student council, contributing to the development of the Multifaith calendar. • Attended the inaugural Scarborough Charter Symposium in May 2022: The Provost, Assistant Vice-President of Planning and Operations, and the EDI Coordinator attended the Scarborough Charter Symposium.

Outline the total expenditures below:

Total funds of EDI stipend spent on the objective:	50000
Institutional commitment (if applicable):	20000
Total funds spent:	

### 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 hire a EDI Coordinator to support EDI and CRC action plan.

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)

As noted above, the university has established in Woman in Research Council which has, and will continue to serve as a key point of engagement with researchers from underrepresented groups. In addition, during the university-wide Employment Systems Review (ESR), eight focus groups were conducted virtually between January and March 2022 for current CRC holders, all faculty, and researchers, as well as specific groups for women, racialized employees, indigenous employees, 2SLGBTQIA+ employees and employees with disabilities. In addition, in the fall of 2023, the newly branded Office of Diversity, Inclusion and Belonging conducted listening sessions across the institution to better understand the community concerns and priorities. Further, on an annual basis the active and former CRCs meet with the President and VPRI to exchange ideas and continue to promote EDI best practices in the CRC program at Ontario Tech.

**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://inclusive.ontariotechu.ca/>  
<https://ontariotechu.ca/programs/undergraduate/education/equity-diversity-and-inclusion/index.php>  
<https://hr.ontariotechu.ca/working-at-ontario-tech/equity-diversity-inclusion.php>  
<https://inclusive.ontariotechu.ca/equity-diversity-inclusion-self-identification-survey/learn-more-about-the-edi-self-identification-survey/index.php>

Ontario Tech has successfully integrated EDI best practices into our Integrated Academic and Research Plan, as well as our Strategic Research Plan to ensure that the values of equity, diversity, and inclusion are embedded in our academic and research culture, starting from the top. To increase EDI awareness, inclusion and community building, the EDI coordinator and other units on campus helped to organize the following events and activities during the reporting period: • Indigenous History Month – The EDI Coordinator supported the Indigenous Centre in promoting Indigenous History Month through a day event and collaboration with the community. • PRIDE Month Awareness: The EDI Coordinator helped organize and promote PRIDE month awareness, including a community day event with performances and the raising of the flag. • Disability awareness Month: Mobilized the promotion of Disability Awareness Month through an online campaign and newsletter in collaboration with HR and the Accessibility Committee. • Caribbean Awareness Week: Collaborated with the CRM team to organize an online campaign for Caribbean Awareness Week, highlighting the culture and stories of Caribbean students. • BFUTR Event: Organized a raffle for the BFUTR event, providing opportunities for students, staff, and faculty to connect with mentors, recruiters, and networking opportunities in the field of technology. • DEI Educational Initiatives: At the beginning of my contract, created educational information on DEI practices and raised awareness on DEI-related topics such as microaggressions, intersectionality, and biases. • Multifaith Calendar: Served as an advisor for the student council, contributing to the development of the Multifaith calendar. • Attended the inaugural Scarborough Charter Symposium in May 2022: The Provost, Assistant Vice-President of Planning and Operations, and the EDI Coordinator attended the Scarborough Charter Symposium. • The Faculty of Education has undergraduate programming in EDI - see link below • Human Resources offers training for EDI to all employees - see link below. • Office of Research Services is hiring a service provide to develop EDI learning modules for researchers and peer review committees. As mentioned earlier in the report there are several large initiatives underway to create a cohesive EDI framework and strategy at Ontario Tech, examples are as follows: 1. Rebranding of the Office of Equity, Diversity and Inclusive Engagement to the Office of Diversity, Inclusion and Belonging. 2. Hiring of an Assistant Vice-President Equity, Diversity and Belonging to replace the vacant Director position and increase visibility and accountability. 3. Completion of the Employment Systems Review report anticipated by December 2023 4. Completion of the first University Wide Self-ID report anticipated by 2024 - see link below. Despite challenges with recruitment and retention of qualified EDI staff, the university has continued to make progress towards its EDI goals as set out in the CRC action plan. The support from CRC has been instrumental in advancing these initiatives.

**Hyperlink 1:**

<https://inclusive.ontariotechu.ca/>

**Hyperlink 2:**

<https://ontariotechu.ca/programs/undergraduate/education/equity-diversity-and-inclusion/index.php>

**Hyperlink 3:**

<https://hr.ontariotechu.ca/working-at-ontario-tech/equity-diversity-inclusion.php>

**Hyperlink 4:**

<https://inclusive.ontariotechu.ca/equity-diversity-inclusion-self-identification-survey/learn-more-about-the-edi-self-identification-survey/index.php>

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

I have reviewed my responses and I am ready to submit my report.

A reminder that institutions are required to post a copy of this report (as submitted) on their public accountability and transparency web pages within 7 working days of the deadline for submitting the report to TIPS.

**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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