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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](#).

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:**

Laurentian University

**Contact Name:**

Dr. Tammy Eger

**Position Title:**

Vice-President Research

**Institutional Email:**

teger@laurentian.ca

**Institutional Telephone Number:**

705-675-1151

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

<https://ca1se.voxco.com/SE/?st=jeuW6suXm8k3Ct0XM1n9bz3j3Dx9FJ0rVzPGF0Bh%2Fro%3D>

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):

04/29/2021

Rating given action plan in most recent review process:

Conditionally Satisfies

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

Dr. Tammy Eger

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 underrepresented groups (e.g. women, persons with disabilities, Indigenous peoples and racialized minorities 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 current 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:

Create a leadership position to connect EDI initiatives across the institution

**Systemic barriers -**

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

Several different EDI-related initiatives are taking place across campus and being led by different groups and departments but there is no overall coordinating person bringing together an institutional cohesive strategy for EDI at Laurentian. The creation of a leadership position is intended to help the university better strategize and use its resources in achieving a more cohesive and integrated institutional strategy for EDI to better address systemic barriers as identified in our environmental scan.

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

Laurentian created a Special EDI Advisor position with a mandate starting at the beginning of January 2021. A faculty member with lived experience as a member of equity-seeking groups and with experience on equity initiatives on campus was given a course release to work with the Office of the Vice-President Research on the focus groups with equity-seeking members in February and March of 2021. The Special EDI Advisor also worked with the Senate Committee on Anti-Racism and Discrimination. An external EDI consultant was also hired to lead the focus groups and provide a subsequent report and recommendations.

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

1 Special EDI Advisor position created to connect and assist EDI initiatives across campus.

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

The Special EDI Advisor worked with the Senate Committee on Anti-Racism and Discrimination on a campus-wide survey which was completed in March 2021; results are being analyzed at present.

**Challenges encountered during the reporting period:**

On February 1, 2021, Laurentian University entered CCAA protection. During Phase 1 of the CCAA (Feb 1 - April 30) Laurentian was not able to continue to engage with the EDI consultant as all non-urgent external activities were halted. Therefore the focus groups were not held. Additionally, the EDI Special Advisor was one of the faculty members terminated in the restructuring since their department was cut.

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

Start the search for a new EDI Special Advisor at the university during the summer of 2021. The selected person will enter into the role at the beginning of the fall semester of 2021.

**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:

5850

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

The funds were used to pay for a course release for the EDI Special Advisor and for hiring an external EDI consultant for the focus groups. Note: The impact would have been greater and additional funds would have been spent to support this initiative if engagement of the EDI consultant was not impacted by Laurentian in CCAA.

**EDI Stipend Impact Rating**

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

Moderate impact (the EDI Stipend had moderate 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	0	0
2	0	0

**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:

Further engage equity-seeking scholars by holding focus groups for each of the four designated groups, as well as one for LGBTQ2S+ members, one for Francophone scholars and one open session.

**Systemic barriers -**

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

For the environmental scan, a survey was sent to all faculty members in which respondents were asked an open-ended question on the barriers faced at Laurentian in relation to their research program and EDI. The responses highlighted barriers that members from equity-seeking groups faced in terms of promotion, workload, salary, language, and the perceived value placed on their research.

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

Results of the survey and the barriers faced by members of equity-seeking groups were presented to members of the Laurentian University Executive Leadership Team, the Senate Committee on Anti-Racism and Discrimination, the Research Coordination Group, the Outcome 23 group (foster inclusion, acceptance, and respect for the diversity on campus), and the Ad Hoc Committee on EDI in Research. Focus groups were planned to gather more in-depth information to further inform institutional actions to address the barriers.

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

Holding the focus groups was paused due to Laurentian University filing for creditor protection under the Companies' Creditors Arrangement Act (CCAA) on February 1, 2021. A preliminary meeting, to pilot test focus group questions, was held in December with Laurentian Research Chairs and other leaders. Feedback was incorporated and a plan was in place with the EDI consultant to hold the focus groups in Feb and March.

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

Planning for the focus groups, including developing the formats for each focus group, was completed in preparation.

**Challenges encountered during the reporting period:**

Progress on this objective has been stalled as a result of the above-mentioned CCAA proceedings. The EDI consultant was not able to be hired once Laurentian was in CCAA.

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

Laurentian is undergoing significant restructuring which has resulted in program closures and ~ 200 terminations impacting faculty and staff. Due to the impacts of restructuring, we do not feel the timing is appropriate to engage impacted faculty to participate in a focus group on EDI. Therefore, we are planning to resume focus groups initiatives in the Fall of 2021.

**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:

517

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

External EDI consultant to assist in holding the focus groups and preparing the format. EDI Special Advisor to, in part, assist with the focus groups. Note: Additional funds would have been spent on this objective if LU was not in CCAA.

**EDI Stipend Impact Rating**

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

Moderate impact (the EDI Stipend had moderate 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	0	0
2	0	0

**Key Objective 3**

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

Enhance EDI training opportunities for all involved in the research enterprise by developing training materials for online and in-person delivery that will complement ongoing training opportunities offered by the Office of Research Services, Equity, Diversity and Human Rights Office, and LU Professional Development.

**Systemic barriers -**

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

Our employment systems review demonstrated that no formal training process was required for those involved in the recruitment and hiring of CRCs. The faculty survey conducted for the environmental scan also had an open-ended question on strategies that Laurentian could implement to address the barriers to which many responded: implementing more formalized EDI training opportunities.

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

Laurentian has plans to develop a training program that will respect the CRCP's requirements for recruiting and nominating CRCs. The training will be mandatory as part of our recruitment, hiring, and retention policies for CRCs which are being revamped. The training program will also be made available to all those participating in the research enterprise.

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

Committee members for the last two CRC recruitment processes were required to complete the CRCP's unconscious bias training module. Additionally, representation on the committees from members of the FDG was ensured by the Vice-President Research. Qualitative Observations: We believe the additional training served the committee members well as the last two CRC recruitment processes held resulted in the preferred candidate being a member of one of the four designated groups.

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

Research of potential models was undertaken and an external EDI consultant was hired to assist with the development of the training. Outcomes from the Senate Committee on Anti-Racism and report from the EDI Special Advisor will also inform the training materials.

**Challenges encountered during the reporting period:**

Due to the CCAA filing, work on developing the training was paused on February 1, 2021.

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

Resume the development of a training program in the summer of 2021 with the aim to pilot test the materials before the end of 2021.

**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:

5850

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

Funds were used to hire an external EDI consultant to assist with the development of the EDI training program. The EDI Special Advisor was also working to gather feedback from the Senate Committee on Anti-Racism to inform the training program. Impact Minor: If LU was able to continue to fund this activity the impact would have been Major. Unfortunately, due to CCAA, LU was not able to continue to utilize the program funding to advance this initiative.

**EDI Stipend Impact Rating**

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

Minor impact (the EDI Stipend had minimal impact on achieving progress)

**Key Objective 4**

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

Develop, consult, refine, improve and implement a new policy on Recruitment, Hiring, and Retention of CRCs at Laurentian University.

**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 employment systems review highlighted policy gaps with respect to the recruitment, hiring, and retention of CRCs. The faculty survey for the environmental scan also highlighted a possible bias in the internal process for allocating CRCs favouring the Faculty of Science Engineering and Architecture.

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

Research was undertaken to develop the following sections of the new policy: 1) Allocation of CRCs, 2) Recruitment, 3) Self-Identification, 4) Hiring Process, 5) Institutional support package, 6) Institutional management of CRCs, and 7) Process for complaints/concerns to be reported.

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

Policies and best practices at other post-secondary institutions were researched to guide the development of our new policy.

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

Research and collating of various publicly available resources is complete

**Challenges encountered during the reporting period:**

The next step was to draft the policy and consult with members of the Laurentian community for feedback. Progress on this objective was paused due to the CCAA filing.

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

Develop a draft of the policy over the summer of 2021 and consult on the draft in September 2021 to have a final version approved and implemented by the end of 2021.

**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.

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

Funding was to be used to hire an external HR consultant to help in fine-tuning and implementing the new policy, but this was not done due to the CCAA proceedings.

### **Key Objective 5**

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

Develop a data management plan to streamline the collection of self-identification data and the ability to run reports to evaluate progress on EDI recruitment, hiring, and retention and to support ongoing evaluation of the Action Plan

**Systemic barriers -**

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

There is no centralized system in place at Laurentian to collect and track self-identification data to inform EDI-related work and decision-making.

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

As part of the environmental scan, we did a faculty self-identification survey which allowed us to gather baseline data and pilot test the format for future self-identification data collection.

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

A self-identification survey was pilot tested.

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

The self-identification survey received internal approvals and was piloted tested. Researchers self-identified in all four designated groups.

**Challenges encountered during the reporting period:**

Due to CCAA filing on February 1, 2021, the development of the data management plan was paused.

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

Fall 2021 - hold meetings with key internal stakeholders to confirm the timeline to resume this objective.

**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:

5333

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

An EDI Special Advisor was engaged to assist with evaluating the outcomes of the 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:

Moderate impact (the EDI Stipend had moderate 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	5000	in-kind

### 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.

### 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):

Beyond the major impact of the University filing for creditor protection on February 1, 2021, COVID-19 also had an impact on the implementation of the action plan by delaying work on its improvement. Being a small institution with limited human and financial resources, having to respond and adapt to the pandemic meant that the planning and work needed to undertake improvements to our action plan were delayed by several months. Progress planned in 2020 was slowed when institutional efforts were directed towards our response to COVID-19. Work on the action plan restarted in earnest during the fall of 2020 and Laurentian was on track to meeting its goals when creditor protection filing (Feb 1, 2021) paused almost all progress on the action plan. Objectives that required engagement of the EDI consultant were particularly impacted as Laurentian was not able to hire the consultant after it entered the CCAA process. As we move forward with rebuilding post-restructuring, the implementation of the action plan will be critically important to ensure EDI principles inform all future hiring processes.

### 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:

Discussed in Section A

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

Discussed in Section A

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

Discussed in Section A

Outline the total expenditures below:

Total funds of EDI stipend spent on the objective:	5850
Institutional commitment (if applicable):	0
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	0	cash
2	0	cash

**Table C2. EDI Stipend Impact Rating**

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

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

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

Discussed in Section A

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)

In addition to the self-identification survey which included two open-ended questions on barriers faced by researchers from underrepresented groups, the university engaged with members of underrepresented groups by presenting the survey results to the Outcome 23 Group (tasked with fostering inclusion on campus), the Senate Committee on Anti-Racism and Discrimination and the Vice-President Research Ad Hoc Committee on EDI in Research and the Maamwizing Indigenous Research Institute. The Senate Committee on Anti-Racism and Discrimination also completed a campus-wide survey in March 2020. The information collected is currently with the committee members for analysis and subsequent reporting. New gaps identified by the committee and planned future focus groups with members of underrepresented groups will further inform the implementation of our 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 possible. 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)

The Senate Committee on Anti-Racism and Discrimination was formed in the spring of 2020. The committee was given a Senate mandate to investigate the state of racism and discrimination at Laurentian University. Findings from the study will be used to inform the Senate on the types of discrimination and systemic barriers experienced by students, staff and faculty that are unique and specific to Laurentian University. The Ad Hoc committee will use findings from the study to inform the Senate on the types of discrimination and systemic barriers experienced by students, staff, and faculty unique to Laurentian University. The committee will provide recommendations to help create measures and an action plan to eliminate systemic racism and discrimination within the Laurentian University community. The work by this committee will also inform the implementation of the action plan. Training opportunities relating to EDI offered by the department of human resources to the whole Laurentian community have also increased in the past year, with a new workshop of unconscious bias given by the Equity, Diversity and Human Rights Office and an experiential workshop on allyship given by Public Health and Sudbury Districts.

**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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CRCP Institutional EDI Action Plan - Key Objective(s) 

**This information will be sent to the Tri-agency Institutional Programs Secretariat when you click 'Submit.'**

Jointly administered by:

