Canada Research Chairs / Chaires de recherche du Canada

Canada

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1. Efforts to Address Systemic Barriers More Broadly within the Institution ☑

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:

Trent University

Contact Name:

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Position Title:

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

https://ca1se.voxco.com/SE/?st=jeuW6suXm8k3Ct0XM1n9bz3j3Dx9FJ0rKw%2FqB2wtpPc%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):

11/30/2020

Rating given action plan in most recent review process:

Partially Satisfies

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

Dr. Cathy Bruce

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.

<div align="center">

Key Objective 1

</div>

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

Collection of Equity and Diversity Data

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

In 2015, the Trent University Centre for Human Rights, Equity, and Accessibility undertook an environmental scan of the University in order to develop a demographic profile of the University population, with a particular focus on groups that are under-represented. While this snapshot indicated a diverse population at the time, it is now out of date and no longer reflects the representation of the University. Due to the small number of Canada Research Chairs (CRCs) allocated to Trent University, we recognize the importance of demographic and intersectional data collection and analysis in making improvements and in decision-making. To achieve strategic clarity, we understand that more consistent, regular and sustained data collection is required. These data will improve our understanding and actions toward responding to matters of intersectionality and EDI in the CRC program, and at the Institution overall.

Corresponding actions undertaken to address the barriers:

As part of the CRC EDI Grant, Trent University has been able to purchase enhancements to the Department of Human Resources' employee data software system (VIP). This system was customized in the spring of 2021 and has now been launched to collect data through an anonymous Employment Equity Survey. The survey was designed by a collaborative group of faculty and administration called the EDI Sub-Committee and, in particular, by a sub-group called the VIP Data Working Group. The data collected will establish a baseline to provide understanding of the breadth of the Trent University employee group including faculty and Canada Research Chairs. Further data collection has been initiated by way of the Anti-racism task force (advisory to the Provost and Vice President, Academic) which is conducting an environmental scan and hosting focus group listening sessions. This important work began in the fall and data collection has been underway for several months. Reports from the Employment Equity Survey and the environmental EDI scans will provide the community and the Office of Research & Innovation (ORI) with valuable information which can be incorporated in Trent University's future CRC Action Plan, procedures, and policies, as well as used in other institutional initiatives, as applicable.

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

The Employment Equity Survey process involved deep consultations and work with a joint committee of faculty and administrators. As such, the survey took some months to develop and has now been released. Because of our commitment to a consultative and collaborative process, the initial data gathered from the circulated Employment Equity Survey is still in the "pre-release" stages of being aggregated/anonymized and is unable to be reported at this time. Reports are being generated from flat files for a September 2021 report. The report from the environmental scan is slated for a simultaneous fall release. These reports will form a new baseline for demographic and intersectional data at Trent.

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

The development and integration of an Employment Equity Survey into existing Trent University Systems is currently on-going and allows all Trent University faculty and staff to complete the survey at any time. New hires at the University will be asked to complete the survey as part of their onboarding process, allowing Trent to establish and maintain a reflective, while sustainable, set of baseline data that can updated and analyzed in real time. A "Complete the Survey" campaign has incentives for completion (draw prizes) and is set to launch in early June. The creation of a "VIP Data Working Group" has been established to determine how reports and analysis will be conducted. This working group has members from the Centre for Human Rights Equity and Accessibility, the Office of Research and Innovation, the Faculty Association and the Department of Human Resources. These reports will allow Trent University to annually compare the success of both its CRC EDI initiatives, as well as broader University equity and diversity level efforts and compare some of these data against Tri-agency EDI reports and Dashboards.

Challenges encountered during the reporting period:

Working with the principles of consultation and inclusion, we have established committees and working groups with diverse members from the University (from a diverse range of faculty, staff, and students) to define the data collection processes. Therefore, our main challenge is of time; efforts to gather data take more time because we are consulting and working directly with faculty, staff and students to shape the data collection process and the information that will be collected. At the current time, the Employment Equity survey only captures data from faculty and staff at the University. Student data is not captured in this survey. Student, Faculty and Staff data are being captured in the Anti-Racism Task force environmental scan and listening sessions.

Next Steps (indicate specific dates/timelines):

Reports: Anti-Racism Task force report; Report from the Employment Equity Survey; Listening Sessions Report; and The enhancement of self-identification forms, both within the CRC Program at Trent University and beyond, to include a more diverse range of identifiers. (2021-2022) Implementation of anonymized focus group interviews with equity seeking groups in a cyclical process. (2021-2025) Establish the processes for annual reporting and sustained data collection (2022-2023) Development of a formal review of Trent University's data gathering practices containing an analysis of trends in the collected data. The results of this review will be incorporated into Trent's CRC Action Plan and other EDI Initiatives. (by 2029)

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:

23122

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

The funds were used to customize the Trent University's Department of Human Resources software (VIP) in order to capture the data required for development of the institutional baseline data set.

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	48000	In-kind - Faculty and Staff additional EDI committee work
2	7000	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:

Training of faculty and administrators

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

Trent University's CRC Action Plan involves the active engagement of multiple stakeholders who each play a role in ensuring that the Institution meets and exceeds the established equity targets for the Canada Research Chair Program. Stakeholders include Senior Administration, Departments/Schools/Centres/Institutes, the CRC Allocations Committee, the Research Policy Committee, the Trent University Faculty Association, and Nominating and Hiring Committees. As previously mentioned, due to the small numbers of Chairs at Trent University, it is important that decisions surrounding the CRC program are made strategically in order to ensure that the University meets its Equity, Diversity, and Inclusion (EDI) goals. To support and facilitate this strategic decision making, training in EDI is provided to each stakeholder group. It is important to state that EDI initiatives do not exist in a vacuum. In order to support each CRC program stakeholder, it is imperative to share an awareness of how individual decisions impact the overall success of achieving equity in, and beyond, the CRC program. Trent University's training initiatives must be monitored and updated regularly to ensure they reflect best practices in EDI and unconscious bias training.

Corresponding actions undertaken to address the barriers:

New training modules for the unconscious bias training, developed by the Trent University Centre for Human Rights, Equity and Accessibility, are being implemented and observed for each CRC hire. Members of the Office of Research and Innovation are participating in these training sessions to provide on-going feedback. Using the received CRC EDI Grant, Trent University has contracted EDI expert consultants to assist in a review of policies, procedures and training materials. The review will determine where and how improvements can be made in order to meet current best practices in the sector. The EDI consultant has also been contracted to help develop detailed toolkits (training modules). The purpose of the toolkits will be to provide EDI training and education, inform stakeholders about the CRC Action Plan, equity legislation and expectations, unconscious bias training, and provide examples of best practices. Specific considerations within the Trent University context will be included to better equip and strategically manage the allocation of Chairs and to address EDI goals. The toolkits will be an excellent resource within the CRC Program and will aim to reach further into hiring practices more broadly at Trent University.

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

At Trent University there are two plans which guide the implementation of the Canada Research Chair Program: the CRC Action Plan and the Trent University Strategic Research Plan (SRP). Each plan is robust with specific performance indicators and desired outcomes to inform decision-making. The success of these plans is influenced by a number of significant variables. At Trent we have recognized the following variables: Examples of variables include: • Canada Research Chair Program Specific o Allocation of Chairs and the Reallocation Exercises o CRC renewal cycles o The number of available flexible moves o Successful recruitment and nomination submissions • Institutional Specific o The Strategic Research Plan o Available programs, both undergraduate, graduate, and postdoc opportunities o Collective Agreements and the ability to utilize Special Programs under the Human Rights Act o Funding available for new tenure-track hires o Retirements, hiring freezes, ration of contract vs permanent hires o Departmental/School/Centre/Institute research capacity o Availability of resources to recruit • Regional/demographic Specific o Economic stability o Quality of life (affordable housing, schools, hospitals) o Demographics and population densities o Availability of supports (i.e. accessibility, new Canadian Centres, Elders and Councils) o Potential for cultural freedom and expression o Rural Living considerations Given the variables noted, the need for toolkits specific to EDI and the CRC Program are critical to establishing and maintaining strategic clarity. Administration predicts that the toolkits will provide a solid resource and enable stakeholders to manage their portfolios effectively for adherence to the CRC Action Plan and CRC Program at Trent University.

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

Following a careful review of nomination processes, Trent University has successfully refined a training module that is provided to CRC Hiring committee members, as defined in the "Trent University Standard Operating Procedure for the Nomination of CRCs". The toolkit, entitled the "Hiring Committee Handbook" has already been used successfully in the two most recent searches for a CRC in Aging, Care and Community and a CRC in Climate Change Science. All training materials are currently under review by the externally contracted expert consultant.

Challenges encountered during the reporting period:

In comparison to larger institutions, as a small University in the post-secondary sector, Trent University does not have readily available resources specifically focused on EDI matters, including the development and frequent updating of training. Thanks to the CRC EDI grant contribution, Trent University was able to proceed at an accelerated pace which, otherwise, may not have been possible.

Next Steps (indicate specific dates/timelines):

Interview formats are refined to ensure inclusivity of alternative means for applicants who require them to demonstrate scholarly excellence. (2021 – 2022) Sensitivity training, beyond unconscious bias, for career interruptions and other research and service responsibilities of equity seeking candidates. (2021 – 2022) Continued consultation with expert faculty, the Human Rights Office, as well as expert external consultants to continue developing EDI and unconscious bias training materials for the CRC program, including the identification of emerging areas of interest. (2021 – 2025) The finalization and implementation of the following toolkits (2021): • Advanced EDI Perspectives in Higher Education • EDI in the Research Environment • EDI in Research Methodologies • EDI in Curriculum and Pedagogy Broader implementation of training materials with staff, students, and faculty (2022 – 2031)

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:

11710

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

The funds were used to arrange contracts with two external EDI consultant experts. The mandate for the consultants was to conduct a review of Trent University's existing CRC policies and procedures, provide recommendations for improvement, and develop toolkits for use by key stakeholders. In addition to the CRC Program specific goals, the consultants were asked to provide recommendations on broader institutional EDI initiatives. The consultants' advice will be of significant value to ensure that Trent University is implementing best practices in all employee and community endeavours.

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	9151	In-kind – Sharing of services with the Trent University Centre for Human Rights, Equity and Accessibility
2	8500	In-kind – Coordination of EDI Activities in the ORI

Key Objective 3

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

Development of a Mentorship program

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

Trent University is a small institution where mentorship is largely organic in nature. The Office of Research and Innovation is currently in the process of developing an enhanced and explicit research mentorship program which will begin in 2021-2022. The development of the program includes consultation with equity-seeking individuals and groups internal to Trent as well as external consultations. The institution will seek to measure participation rates and evaluate the effectiveness of the support provided through surveys and direct feedback. This program will bring together faculty, research facilitators and highly skilled research mentors at Trent University to create formal and informal opportunities for equity-seeking individuals and new scholars to connect. This includes mentor-mentee dyads and research clusters to seek support and guidance on research programming, networks, and funding opportunities. By implementing this program, Trent University hopes to create a program that not only addresses the needs of researchers who identify in any marginalized or equity seeking groups but will also aim to identify institutional practices and policies which prevent their full participation. The research mentorship program will include CRCs and specifically support all Tier 2 CRCs.

Corresponding actions undertaken to address the barriers:

Trent University has consulted with Research Facilitators, expert external consultants and Trent University Deans to design the program.

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

Through key stakeholder consultations, it was identified that the proposed mentorship program should be coordinated in a three-pronged approach to be undertaken simultaneously. The first prong is 1-to-1 supports from Research Facilitators. Trent's Research Facilitators are experienced grants writers and reviewers and are able to offer direct support to new faculty members to assist with pulling together applications, providing guidance and support, and offering encouragement for innovative ideas and ambitious programs of research. The second prong is support offered by a faculty mentor. The faculty mentors will assist newer faculty, not only with developing grant applications as a second reader (following the research facilitator) but will also assist with navigating the complexities of designing a long-term research program. This includes the potential of commercializing program results, where possible. The third prong is the development and hosting of workshops and peers' forums designed to discuss three-to-five-year research plans, larger research programs, other grant opportunities, finding partnership opportunities, and writing and designing workshops and studies.

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

Work on developing the program is already underway with several consultation having taken place. The program will be formally announced in June 2021. The Office of Research and Innovation will track the number of participants in the program, the approximate number of consultations facilitated through the program, quality of the mentorship, and opportunities will be gathered qualitatively through anonymized surveys and direct feedback.

Challenges encountered during the reporting period:

As this initiative is relatively new for Trent University, administration is still in the process of investigating all areas of consideration. We are not yet sure how many faculty members will be interested in being mentored or being a mentor. The program may begin quite small.

Next Steps (indicate specific dates/timelines):

Formal establishment of the program at the University (Summer 2021) First mentorship cohort initiated for self-identified new Trent University Faculty Member (Fall 2021) Formal Review, revise and launch of second iteration of the mentorship program to ensure continuing success of the program (2022 – 2023) Expansion of program to include mid-career researchers (2022 – 2023) Expansion of the mentorship program to all incoming faculty by embedding it in the onboarding process (2024 – 2031)

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

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.

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):

The Trent University Action Plan has allowed increased success in the University's management of its allocated Canada Research Chairs. Through the implementation of strategic direction and objectives listed in the Action plan, Trent has successfully allocated its available chairs to ensure that equity targets will not only be met but will be surpassed. This matches with our affirmed belief that equity and diversity go hand-in-hand. It is important to note that one of our most successful initiatives to date was the implementation of two targeted searches. By encouraging and requiring searches to focus on the members of the Federally Designated Groups, administration witnessed a major increase in interest for the available Chairs. For example, in one search there were over 100 highly qualified candidates applying for a Tier 2 NSERC CRC. This process has helped Trent University to address gaps in the existing areas of expertise, complemented the work of existing faculty, and met our strategic goals.

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

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 Trent wide EDI Sub-committee and the Anti-Racism Task force, the Office of Research and Innovation has formed a Dimension Charter Working Group that is comprised of members of senior administration and equity seeking faculty, who are examining the principles of the Dimension Charter, and making recommendation for continued improvements. This is an area for further development in terms of establishing additional mechanisms for consulting with marginalized and equity seeking researchers. One mechanism that we plan to implement with the next CRC Action Plan iteration, will be direct consultations with the following groups:
• Equity seeking Faculty members • Trent's Canada Research Chairholders • Past CRC Selection Committee Members • Trent Centre for Human Rights, Equity and Accessibility • Chanie Wenjack School for Indigenous Studies and • Department of Human Resources

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)

Since the original development of the Canada Research Chair Action Plan in 2017, Trent University has committed to, and undertaken, three additional interconnected and formal processes to ensure that EDI matters are appropriately addressed at the institution. In 2019, Trent University joined the Tri-Council Dimensions Charter on Equity, Diversity and Inclusion. This charter contains 8 core principles that are designed to help Institutions gain deeper insights into the complexities of intersectionality to better address barriers faced by equity-seeking individuals from, and across, multiple underrepresented groups and to achieve meaningful, cultural change. By endorsing the charter, Trent University has committed to adopting specific principles throughout practices and culture, and through ongoing and productive engagement with the community, in order to achieve greater equity, diversity and inclusion. In July of 2019, Trent University committed to addressing EDI matters with the Trent University Faculty Association (TUFA) through the development and signing of Appendix W in the TUFA Collective Agreement. This Appendix confirms both the University's and the Faculty association's commitment to the goal of advancing equity, diversity, and inclusion at the University through the creation of the EDI Working Group to focus solely on the development of a detailed plan to further advance the University's EDI goals. The collective agreement was ratified by the University's Board of Governors and is evidence of the University's commitment to meet the goals identified. The EDI Working Group is mandated to conduct a review of recruitment and hiring practices; recommend workplace improvements that contribute to an environment of inclusion as well as one free of bias, harassment and discrimination; provide recommendations for the development of tools, training, support and resources to help all members achieve EDI goals; and collaborate on mentorship initiatives to eliminate inequities and obstacles faced by members. In the fall of 2020 the incoming Trent University Provost and Vice-President, Academic established an Anti-racism task force with the mandate to develop a plan containing immediate Actions that Trent can take to remove identified barriers and provide a comprehensive move-forward agenda to ensure diversity, equity, and inclusion at Trent. This Plan will include specific actions and metrics and be drafted with the engagement of the broader set of stakeholders and subject matter experts committed to anti-racism at Trent.

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.'

Jointly administered by: