



TABLE OF CONTENTS

You may complete sections individually by selecting them from the table of contents. At the end of each section, you will be redirected to this table of content to select another section to complete or to review. Alternatively, you may complete the full report, without going back to this table of content between each section, by selecting the option "Complete Full Report".

Complete Full Report

Important Note

(Once you have read the statement below, click the radio button beside it.)

Please note that the information you enter in your report is only saved when clicking on the "Save and Next" button at the bottom of the page. Using the browser navigation buttons or the "Continue Later" button at the bottom of the page will not save the information entered on the page. If after clicking "Save and Next" you see a "Page has errors" message in red, near the top of the page, it means that at least one field is missing information. In such an instance, the empty field will have the words "Answer is incomplete" underneath it, in red.

This report includes mandatory reporting on 1) the CRCP institutional equity, diversity and inclusion action plan (IEDIAP) and 2) the \$50,000 EDI Stipend.

Your institution must submit the report by the deadline date indicated by the program, and must cover the reporting period identified by the program.

Institutions are required to post the most up to date version of their EDI action plan on their [public accountability web pages](#). Ensure to remove all numbers less than 5 prior to posting on your website in cases where your report includes the representation of individuals from underrepresented groups among your chairholders. This is a requirement of the *Privacy Act*.

Each year, institutions must also publicly post a copy of this report to their public accountability web pages within 7 working days after the deadline for submitting the report to TIPS. TIPS will review the report each year; in addition, the annual report(s) will be provided to the external EDI Review Committee, when it is convened every few years, to evaluate the progress made in bolstering EDI at the respective institution and to provide context for future iterations of the EDI action plan.

All sections of the form are mandatory (unless otherwise noted).

Contact information

Please complete the fields below.

Name of Institution:

Michael Quinn

Contact Name:

Michael Quinn

Position Title:

Vice Provost and AVP, Academic

Institutional Email:

mquinn@mtroyal.ca

Institutional Telephone Number:

4034407017

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

No

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

In developing their action plans, institutions were required to conduct: 1) an employment systems review; 2) a comparative review; and 3) an environmental scan (see program requirements [here](#)). These assessments were required in order to identify the specific systemic barriers and/or challenges that are faced by individuals from underrepresented groups (e.g. women, persons with disabilities, Indigenous Peoples and racialized minorities, LGBTQ2+ individuals) at the respective institution; institutions were then required to develop key S.M.A.R.T. (specific, measurable, aligned with the wanted outcome, realistic and timely) objectives and actions to address them.

Indicate what your institution's key EDI objectives are (up to six) as outlined in the most recent version of your action plan (either the one approved by TIPS or the one currently under review by TIPS), as well as the systemic barriers/challenges identified that these objectives must address. Please note that objectives should be S.M.A.R.T. and include a measurement strategy. List the corresponding actions and indicators (as indicated in your institutional EDI action plan) for each objective, and outline: a) what progress has been made during the reporting period; b) what actions were undertaken; c) the data gathered; and d) indicators used to assess the outcomes and impacts of the actions. Please note that indicators can be both quantitative and qualitative and should be specific. Outline next steps and use the contextual information box to provide any additional information (e.g., course correction, obstacles, lessons learned, etc.) for each objective.

Key Objective 1

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

Key Objective 2

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

Key Objective 3

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

Key Objective 4

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

Key Objective 5

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

Key Objective 6

If the answer to the previous question was 'yes', indicate how much of the funding was spent on this key objective and specifically what the funds were spent on.

Reporting on EDI Stipend objectives not accounted for in Part A

Instructions:

- Institutions with EDI Action Plans, use this section to report on EDI Stipend objectives that are not accounted for in Section A.
- Institutions without EDI Action Plans, use this section to report on EDI Stipend objectives.

Objectives associated with your institution’s EDI Stipend application

Table C1. Provide information on the objectives associated with your institution’s EDI Stipend application, including the funding and timelines, for the reporting period.

EDI Stipend Objective 1

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:

Objective 1. Contact an institutional scan to identify systemic barriers in existing policies, processes and structures related to achieving EDI objectives and targets. Objective 2. Summarize best EDI practices for research and scholarship and small and medium sized universities. Objective 3. Collaboratively develop an EDI strategy framework for research and scholarship, including a CRC EDI Action Plan. Objective 4. Provide recommendations to resource and implement the EDI strategy, including a communications plan.

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

The primary indicator of success for the overall project will be setting and achieving CRC Action Plan targets for MRU. In addition, we will measure success through the achievements of CRCs. The final performance indicator will be the number of students from identified groups that participate in HQP experiences with CRCs and consider going on to research careers. These are longer term indicators.

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

In the past year, the primary indicator of progress/results is the creation of a draft framework that will for the basis of a final EDI Action Plan. The framework was created through consultation with the internal community and a scan of both internal and external best practices. The work was conducted throughout the 2020-21 academic year. We anticipate moving towards a final EDI Action Plan by the end of the 2022/23 academic year.

Outline the total expenditures below:

| | |
|--|-------|
| Total funds of EDI stipend spent on the objective: | 50000 |
| Institutional commitment (if applicable): | 50000 |
| 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 | 50000 | In-kind |

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:

The stipend was spent to hire an external consulting firm to assist with the data gathering, community consultation and drafting of an EDI Action Plan Framework.

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)

We created a steering committee to oversee that activity identified in the proposal workplan. The constitution of the committee and the selected consultant was done to ensure diversity from the outset. Three of the four steering committee members were from identified groups. Community consultation was directed at the entire research community, but we included a preference for, and self-identification question, to specifically seek the opinions and experiences of underrepresented groups - we had 81 representatives from designated groups respond in the survey. This is our first formal steps toward a more inclusive research environment. The information and gaps identified will be used to identify next steps and formalize the Action Plan. In addition, the institution has created a new senior position and hired an AVP for Equity, Diversity and Inclusion. In addition, we have a relatively new role of AVP Indigenization and Decolonization. The research office will work closely with these individuals to ensure that EDI plans and strategies for the CRC Program the overall research enterprise and the institution as a whole are well integrated. Members of underrepresented groups will be included in the completion of the Action Plan through further consultation and through the offices of the individuals referenced. Finally, we included current chairs (3) in the consultations (2 of 3 are from designated groups) and are refining our recruitment and retention strategies based on our findings.

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)

There are many EDI initiatives being conducted across the institution. Examples include: - recent creation of an AVP Indigenization and Decolonization - <https://www.mtroyal.ca/AboutMountRoyal/MediaRoom/Stories/2021/04/mount-royal-university-names-avp-indigenization-and-decolonization.htm> - recent creation of an AVP Equity Diversity and Inclusion - <https://www.mtroyal.ca/AboutMountRoyal/MediaRoom/Stories/2022/03/first-mount-royal-senior-leader-in-equity-diversity-and-inclusion-announced.htm> - working group and consultation to Indigenize our tenure and promotion criteria - this will include inclusion of other underrepresented groups - President's Equity, Diversity and Inclusion Advisory Committee - <https://www.mtroyal.ca/AboutMountRoyal/OfficesGovernance/OfficePresident/EquityDiversityInclusion/index.htm> - EDI working group of the Mount Royal Faculty Association - creation of EDI working groups in individual faculties - i.e., <https://www.mtroyal.ca/ProgramsCourses/FacultiesSchoolsCentres/ScienceTechnology/EquityDiversityInclusion/about.htm> - Support for EDI in instructional design - <https://www.mtroyal.ca/AcademicSupport/ResourcesServices/AccessibilityServices/EquityDiversityInclusion/EDI-Resources.htm> - Support for EDI through Student Services - <https://www.mtroyal.ca/AcademicSupport/ResourcesServices/AccessibilityServices/EquityDiversityInclusion/index.htm> - Offered a series of workshops to the campus community on EDI-related topics through the Canadian Centre for Diversity and Inclusion and Indigenous Works - Unconscious bias training for all hiring committees

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.

Jointly administered by:

