



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](#).

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:

St. Thomas University

Contact Name:

Peter Toner, PhD

Position Title:

Associate Vice-President (Research)

Institutional Email:

avpresearch@stu.ca

Institutional Telephone Number:

(506) 460-0365

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

<https://www.stu.ca/research/research-chairs/equity-diversity-and-inclusion-in-research/>

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 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

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.

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

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)

St. Thomas University is not yet required to have an EDI Action Plan. We applied for and received our first EDI Stipend (CRCES-2021-00035) in March 2022, but no funds were spent during the December 2021-December 2022 reporting period. Nevertheless, we have been planning for the use of EDI Stipends to develop an EDI Action Plan. In May 2022 we formed the Presidential Advisory Committee on Equity, Diversity, and Inclusion in Research. This committee provided guidance to the Office of Research Services to develop a strategy for consultations with faculty and staff using the expertise of a specialized EDI consultant. In the fall of 2022 we had several meetings with CCDI Consulting, and received a proposal for a detailed Employment Systems Review that included an ESR survey of all faculty and staff, process owner and CRC interviews, a diversity and inclusion survey, a policy and document review, and virtual focus groups with faculty and staff (most of which were completed during 2023, and will be complete by early 2024). In late December 2022 we signed formal agreements with CCDI Consulting to undertake this work on our behalf. As our actual use of EDI Stipend funds did not commence until 2023, these will be detailed in next year's EDI Progress Report.

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://www.stu.ca/research/equity-diversity-inclusion-and-accessibility-in-research/>
https://www.stu.ca/indigenous_student_services/
<https://www.stu.ca/media/stu/site-content/documents/Strategic-plan---SENATE-COMMITTEE-ON-RECONCILIATION-.pdf>

An equal employment employer, St. Thomas University is committed to employment equity for women, Aboriginal persons, members of visible minority groups, and persons with disabilities. St. Thomas University monitors the representation of equity-seeking groups among faculty members, and generates reports that are shared between the University administration and the faculty union. Under the terms of our Full-Time Collective Agreement, the University has an Employment Equity Committee, a representative from which sits on all faculty hiring committees. We have begun the process of preparing our first EDI Action Plan, including the allocation of additional administrative staff resources in anticipation of the work that will be required to meet this new requirement. 10% of our student population consists of Indigenous students, higher than the regional and national averages. The University offers a long-standing major in Native Studies, and has a robust range of Indigenous student services, including the Wabanaki Student Centre, an Indigenous Student Services Coordinator, a Future Wabanaki Coordinator, an Indigenous Wellness Advisor, a Nikanahtpat/ Director of Indigenous Initiatives, and an Elder-in-Residence. St. Thomas University has a Senate Committee on Reconciliation to address the recommendations of the Truth and Reconciliation Commission. The University also has a 2SLGBTQIA+ Advisor, a Cultural Diversity Coordinator, and an active Black Students' Association. We anticipate the EDI Action Plan process will generate additional opportunities to survey campus climate, identify systemic barriers for under-represented groups, and develop a range of educational and training initiatives, in order to meet all of the requirements of the CRCP. As stated above, St. Thomas University has only just begun its work on developing an EDI Action Plan. We received our first EDI Stipend in March 2022, formed a Presidential Advisory Committee on Equity, Diversity, and Inclusion in Research in May 2023, and started to engage the services of CCDI Consulting in the Fall of 2022. We have done considerable work consulting with faculty and staff on EDI issues in 2023, but that it outside of the current reporting period, and will be reported on next year.

Hyperlink 1:

<https://www.stu.ca/research/equity-diversity-inclusion-and-accessibility-in-research/>

Hyperlink 2:

https://www.stu.ca/indigenous_student_services/

Hyperlink 3:

<https://www.stu.ca/media/stu/site-content/documents/Strategic-plan---SENATE-COMMITTEE-ON-RECONCILIATION-.pdf>

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:

