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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:

Kwantlen Polytechnic University

#### Contact Name:

Teresa Smith

#### Position Title:

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

<https://ca1se.voxco.com/SE/?st=jeuW6suXm8k3Ct0XM1n9bz3j3Dx9FJ0rhLSapmADBE4%3D>

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 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**

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:

EDI stipend funding will be used towards development of a comprehensive EDI Action Plan for KPU.

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

Consistent with CRC Program Statistics Page at [https://www.chairs-chaires.gc.ca/about\\_us-a\\_notre\\_sujet/statistics-statistiques-eng.aspx](https://www.chairs-chaires.gc.ca/about_us-a_notre_sujet/statistics-statistiques-eng.aspx), we will measure equity gaps which will help set goals. It should be noted that KPU has fewer than five CRCs, and this brings an additional level of complexity in measuring progress against the goals. To measure these gaps, we will use the same target-setting approach used by the CRC (Target – Current Occupancy = Equity Gap), utilizing CRC's Equity Targeting Tool. We will measure based on minimum target percentages. In addition to tracking such quantitative performance indicators, we will implement processes and practices to reduce barriers in recruitment, retention, and growth of employees from equity seeking groups. This includes measures such as gathering self identification data from external job applicants and current employees, implementing inclusive structures, systems, and processes, and new training resources.

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

KPU is fully using the \$50,000 EDI stipend to gather data for the comparative review, environmental scan, and employment systems review. KPU has engaged the Canadian Centre for Diversity and Inclusion (CCDI) in helping us with this work. In March 2021, CCDI ran a diversity census and inclusion survey with our current employees and CCDI will be conducting one-on-one interviews with chairholders in May 2021. Findings from the survey and interviews will be used to develop SMART objectives that will form the basis of our Institutional EDI Action plan. We expect to receive the findings from CCDI this July 2021.

Outline the total expenditures below:

Total funds of EDI stipend spent on the objective:	39179
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	34091	Cash
2	4000	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:

Extensive impact (the EDI Stipend had an extensive impact on achieving progress)

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

KPU is fully using the stipend to contract CCDI in developing and administering a diversity census and inclusion survey and to conduct one-on-one interviews with CRC chairholders. The figures in this report reflect work KPU has paid for up to March 2021 and will continue to receive invoices up until July 2021.

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)

This is not applicable as KPU is still in the process of developing its EDI 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)

Beyond the work underway to develop KPU's CRCP EDI Action Plan, KPU is also investing time and resources to develop a broader institution-wide EDI action plan. To support this work, in early 2020, KPU formed an EDI Action Plan Steering Committee. The committee is focused on leading an intentional, coordinated effort to improve equity, diversity, and inclusion for KPU employees. On July 16, 2020 KPU's President announced the establishment of an institution-wide task force on anti-racism (TFA). Consisting of faculty, staff, administrators and students, the Task Force came together in September 2020 and is working to create institutional supports and opportunities for teaching, research, and scholarship on racial equity, systemic oppression, and intersectional social justice. It is also creating a space for the KPU community to share their experiences, knowledge, research, creativity, and teaching resources relating to confronting racism. Examples of its work include: • introduction of an anti-racism website with resources; • calling for Faculty Councils to form anti-racism committees; • offering anti-racism workshops to students and employees; • promoting external anti-racism events and resources; and • introducing KPU Speaks, an op-ed platform that provides a voice to anti-racism. The President's Diversity and Equity Committee (PDEC) continues to provide a forum for students and employees to advise KPU on all aspects of diversity and equity. There are seats for the seven equity groups in the Kwantlen Student Association: Queer Students, Students of Colour, Mature Students, International Students, Women, Students with Disabilities and Indigenous Students. It receives reports from Indigenous Student Services, Accessibility Services, the Teaching and Learning Commons (with respect to Universal Design for Learning), Facilities, Human Resources, The Pride Advocacy Group and the Disability Inclusion Group. PDEC provides a forum for discussion, it seeds new projects and events, and contributes to policy development. KPU has also used in-house resources to develop a voluntary self-identification survey to collect data from external job applicants through our new Applicant Tracking System which was implemented in January 2021. Analyzing data collected will help KPU identify and mitigate systemic barriers in recruitment practices. To help educate our employees, KPU has invested funds in EDI training. Beyond the various workshops that KPU's Anti-Racism Task Force has introduced to students and employees, KPU purchased an employee partnership with the Canadian Centre for Diversity and Inclusion (CCDI) which provides access to EDI learning opportunities, articles, and research. In November 2020, KPU's Human Resources department took place in a workshop entitled "Developing an Intercultural Mindset for Inclusive HR Practices" and KPU's Indigenous Dialogue Series: Perspectives on Indigenization launched. Senior executive leaders began participating in a leadership growth program centered around enhancing their own EDI competencies in March 2021. This program has several components and will conclude in June 2021. In February, 2021, KPU purchased a Managing Bias in Hiring eLearning program which is recommended for anyone involved in the selection process. These have been captured under leveraged cash contributions from KPU. In terms of policy work underway, in June 2020, KPU began revising its Employee Accommodations Policy and is current embarking on the its first consultation process. This policy will be reviewed by KPU's President's Diversity and Equity Committee, Disability Inclusion Group, and other identified stakeholders before being finalized. KPU's current Employment Equity Policy is also undergoing an initial review prior to the development of a first draft revision and has invited input from KPU's President's Diversity and Equity Committee, Disability Inclusion Group, Indigenous Advisory Committee, Pride Advocacy Group, and Anti-Racism Task Force.

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

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

Jointly administered by:

