



Equity, Diversity and Inclusion Action Plan 2022-2023



INITIATING DEPARTMENT	OBJECTIVES	INDICATORS OF SUCCESS	CROSS-FUNCTIONAL AREAS	TIMELINE
Academic Centre of Excellence (ACE)	Work with FPC to Plan and Develop Indigenous Learning Outcomes	With the FPC, create a project plan for the development and implementation of ILOs <ul style="list-style-type: none"> · Create a plan for the development and implementation of ILOs across all academic programs. · Develop ILOs · Present plan & ILOs to ALT, ST and BoG as needed. 	FPC, ACE, Academic Lead rep(s), faculty rep(s)	FPC, ACE, Academic Lead rep(s), faculty rep(s)
Academic Centre of Excellence (ACE)	Facilitate, conduct authentic and frequent Indigenous partner collaboration and communication. To promote regular consultation, transparent communication, and meaningful opportunities for campus community engagement.	Coordinate touchpoints with partners (Indigenous and PPP) each semester (topics may incl. program review, course delivery/ LMS usage, NFO, etc.) Meet at least 3 times with partner delivery agents to share best practice and address emerging topics.	FPC Director (or designate), Indigenous Partner key staff, appropriate ACE staff	April 2022 – March 2023
Academic Centre of Excellence (ACE)	Empower, enable, develop in-house course development expertise. We value equity, diversity, and inclusion because every person has a right to equitable treatment, access, and opportunity.	<ul style="list-style-type: none"> · Identify faculty champions · Train them (external lead) include focus on EDI. · Develop a process and tools to support course development · Host workshops - · Schedule drop-ins for champion faculty 	Faculty, external resource(s) and ACE	Plan S'2022 Develop F'2022 Implement W'2023
Admissions/RO	Digitary will allow Canadore to issue legally valid, verifiable digital academic records and credentials to our students through a trusted and secure platform. This allows the student the ability to take over ownership and control of their own personal information, including gender change information and govern how, when and with whom their information is shared.	Implement a monthly streamlined graduation process by pre-identifying students that are confirmed to be completing their program requirements and eliminate the current manual task of had copy release and digital sorting and securing documents. Determine how many students access records to change gender identity, reported benefit of doing so.	Admissions Office Finance International ITS Student Success Services	2022.2023
School of Arts, Design and Entrepreneurship	Establish a professional entrepreneurial mentorship program, for all students, across the Faculty of Arts, Design, and Entrepreneurship by the end of the 2022/23 academic year.	Establishment of the entrepreneurial mentorship program.	Community Partners (e.g. Rotary) Career Development Centre	Expected completion Q3-2022 (ongoing) *dependent on collective bargaining impact

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School of Arts, Design and Entrepreneurship	Review and assist with the development of Equity, Diversity, and Inclusion ("EDI") training within course content.	Aim to improve student exposure across 20% of programming/programs through the incorporation of applicable EDI components, where appropriate. Increase student exposure to 80% in academic programming over the subsequent three academic years.	ACE	Expected completion Q4-2025
School of Arts, Design and Entrepreneurship	Appropriately incorporate verification methodologies in the strategic recruitment process(es) for faculty and staff to ensure awareness and embodiment of EDI higher education principles and practices, as set by the College.	During the 2022/23 academic year, hire four (4) full-time faculty members incorporating the revised strategic recruitment process(es).	ODTM	Expected completion Q4-2022 *dependent on collective bargaining impact
School of Arts, Design and Entrepreneurship	Promotion of applicable faculty research opportunities that inform planning and decision-making as made available through the Office of Research - Academic Centre of Excellence.	Track and report on research opportunities	ACE (Office of Research)	Expected completion Q1-2023 ongoing
Continuing Education and Corporate Training	Review online, asynchronous course content to ensure diverse & inclusive representation within D2L content; update as needed during course redevelopment stage. Communicate new EDI content requirements to instructional designers for new course development.	Pictures and content within D2L courses are representative of diverse cultures/genders. EDI values are weaved into course development for all future courses as part of CE processes.	CE Program Leaders and ID/SMEs	2022.2023 ongoing
CSC/iCAN Lead Student Leadership	With the support of Canadore Students Council as a sponsor, create an Advocacy Portal As a link on the Canadore website support page. This will act as a guide and support system for reporting issues in and around the College through a dialogue tree. This portal would connect students to advocates or counsellors if help were required.	Usage and utilization reports Increased student satisfaction and retention rates	CSC Marketing IT	2022.2023 ongoing

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<p>CSC/iCAN Lead Student Leadership</p>	<p>To collaborate with Centre of Access, Interdisciplinary Studies and Lifelong Learning to create an inclusive environment by creating an Anti-Racism workshop as proposed by former WE Canadore member.</p> <ul style="list-style-type: none"> Secure SME and Workshop Facilitator Expand workshop proposal; develop content and resources that are sensitive to and responsive to lived experiences of Black, Indigenous, and racialized students. Determine root causes of racism Awareness of the problem and how to take action against it Tools to respond to microaggression 	<p>Workshop created and Workshop Facilitator secured.</p> <p>All workshops reach full capacity by Canadore and North Bay Community</p> <p>Raise student and employee awareness about discrimination, oppression, and their effects</p> <p>Observations of behaviour change</p> <p>Embedded ongoing inclusion training and education into curriculum and leadership development programs.</p> <p>Learner engagement</p> <p>Training Return on Investment</p> <p>Training experience satisfaction</p> <p>Course enrollment data</p> <p>Course completion rate</p> <p>Learner drop off rate</p> <p>100% CSC, iCAN Lead Student Leaders, Residence Advisors, and Frosh Leaders complete training each year.</p> <p>10% of employees complete training in first year.</p>	<p>Centre of Access, Interdisciplinary Studies and Lifelong Learning</p> <p>CSC</p> <p>Residence</p>	<p>2022.2023 workshop to be revised as required</p>
<p>Finance & Accounting</p>	<p>Update and/or develop critical policies and procedures regarding Finance & Accounting. Review policies and forms, as due for renewal, to gender neutral/non-binary.</p> <p>https://outandequal.org/wp-content/uploads/2018/11/OE-Non-Binary-Best-Practices.pdf</p>	<p>2-3 policies reviewed and updated every 3 years as per the evaluation cycle.</p>	<p>Finance & Accounting</p>	<p>2022.2023 ongoing</p>
<p>First Peoples Centre</p>	<p>Support the Indigenous Education Protocol, TIPI Framework and TRC Calls to Action within the College community - Indigenous Quality Assurance Standards and ILO implementation, review, and reporting</p>	<p>4 IRC meetings</p> <p>Ongoing consultations – internal/external</p>	<p>FPC</p> <p>ACE</p> <p>Academic Team</p>	<p>2022.2023 ongoing</p>

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First Peoples Centre	Support the Indigenous Education Protocol, TIPI Framework and TRC Calls to Action within the College community - Indigenous Quality Assurance Standards and ILO implementation, review, and reporting Indigenous Research Council collaboration/co-development to ensure Indigenous-Led and Indigenous Partnered research respects and benefits Indigenous peoples and communities. Expand Indigenous GED options	4 IRC meetings Ongoing consultations – internal/external	FPC ACE Academic Team IRD Manager Director Academic Operations	2022.2023 ongoing
First Peoples Centre	Further engage Indigenous Communities in College partnership initiatives and program delivery including Clean Water Initiative, expanded STEAM and additional community-based programs.	Water Project Framework 4 Ongoing projects 4 Community-Based programs	Water Project Coordinator Manager CB& CT	2022.2023 ongoing
First Peoples Centre	Target outreach and recruitment strategies for underrepresented learners, mature learners, and second career learners – IPREP services expanded. Empower Indigenous learners to achieve their full potential by strengthening cultural inclusion by expanding authentic spaces conducive to cultural land-based education.	40 IPREP students Increased enrolment, retention, and graduation rates Traditional Teaching and Learning Lodge	IPREP Lead R& R Officer FPC Counsellor	2022.2023 ongoing
International	Fill existing vacancies in the International Portfolio (including roles of International Student Advisor and Coordinator, International Partnerships) and actively evaluate and develop existing staff complements in alignment with Canadore’s EDI statement and hiring practices.	Increase representativeness of workforce Position filled Successful onboarding of high caliber staff for existing vacancies	International ODTM	2022.2023
International	Encourage professional development of team members, and active participation in Equity, Diversity, and Inclusion (EDI) matters. International team reviews and commits to the principles articulated in the Canadore College EDI Statement.	International team actively seeks and participates in professional development initiatives International team reviews and commits to the principles articulated in the Canadore College EDI Statement	International and College community	2022.2023 ongoing
International	Organize and celebrate 6-10 cultural celebrations, virtually or in-person events each year.	Organization of virtual and in-person cultural events	International and College community	2022.2023

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IT	Establish an Electronic Wayfinding Initiative including automated signage and enhanced accessibility features. <ul style="list-style-type: none"> · Evaluate existing products · Create map of campuses Pilot solution	Progressive milestone completion of project plan		2022.2023 ongoing
Marketing & Communications	Create and maintain a microsite for Canadore EDI. Publish regular EDI updates to microsite, blog, social media, and CRM; Strive to ensure accessibility of all Canadore communications and virtual spaces. Effectively plan, commemorate, and communicate internationally recognized dates, initiatives and events that are relevant to equity-seeking groups.	Canadore’s commitment to EDI is identifiable and is visible on website and in communications Students and employees know where to access EDI information and supports	Marketing International Dept. Access & Inclusion	2022.2023 ongoing
ODTM VPSILS	Establish an Equity, Diversity, and Inclusion (EDI) Learning Commons including dedicated staff support to ensure student voice on EDI activities and augment Access and Inclusion activities.	EDI Specialist recruited to role EDI Learning Commons Space renovated, Office of EDI and Access and Inclusion co-located EDI framework advanced and mid-year scorecard completed Ensure College policies establish prompt, effective and confidential channels to address EDI concerns and complaints	ODTM VP Office Access & Inclusion Facilities	2022.2023 (June) 2022.2023 (Sept) 2022.2023 (Nov)
ODTM	Advertise, recruit EDI Specialist (full-time admin position) Target candidates from designated equity groups	Increase representativeness of workforce Successful onboarding of high caliber staff for existing vacancy	ODTM	2022.2023 by Jul. 31
ODTM	Establish baseline EDI training metrics by requesting Indigenous Cultural Safety training records (Walk A Mile + Biigiweyan), Mental Health First Aid, Egale training sessions)	Records formatted and uploaded into Dayforce Learning so baseline reports may be run on “active employees/active supervisors” who hold various EDI related credentials	ODTM FCP ACE	2022.2023 by Aug. 30, 2022
ODTM	Review existing data sources and explore possible data sources to add (EE demographics/recruitment EDI measures)	Establish baseline EDI data so that appropriate goals may be set in future.	ODTM	2022.2023 by Mar. 31, 2023

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Physical Resources	Allocate resources to improve and modernize the Canadore community experience through visual and physical enhancements that are culturally appropriate and accessible.	Project completion	Physical Resources IT Health & Safety Finance	2022.2023 ongoing
School of Access, Language and Preparatory Studies	Course development of online GEDs in Indigenous studies Cultural Awareness GED from CiCan project to be developed for online	At least one new GED focused on Indigenous studies is under development by Fall 2022 for a W23 launch date (addresses EDI initiative) Develop the Cultural Awareness GED for Winter 2023	Course development funds; FPC resources for subject matter expert; SME and ID for both (\$14K)	2022.2023 Dec
School of Health Science	Explore partnerships with domestic and Indigenous Education Institution partners for outreach community-based experiential learning opportunities (i.e., traveling/mobile dental hygiene chair). <ul style="list-style-type: none"> Plan for mobile chair cost in budget Construction with Trades department (travelling chair) Conduct site visits to establish potential work sites Establish agreements with community partner to meet need. 	Approved capital in 2023 capital	Faculty Trades	2023.2024 F23
School of Health Science	Develop partnership with First Nations Technical Institute at West Parry Sound campus for Personal Support Worker program. <ul style="list-style-type: none"> Meet with FNTI to explore partner needs Establish agreement terms and conditions for contracted services, space and or equipment usage 	Signed agreement Launch partnership Revenue through partner Number of people trained Partner satisfaction	Faculty WPS representatives Hire lab technologist	2022.2023 F22
Student Experience & Success	Review and support the streamlining of preferred name changes (**there needs to be a process in place for staff as well)	Collaborated review of current process and opportunities for streamlining	OAI R/O ODTM ITS	2022.2023

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Student Experience & Success	Equity Diversity and Inclusion Awareness & Programming <ul style="list-style-type: none"> · Increase awareness and understanding of EDI · Increase participation in EDI events · Support other departments who are hosting EDI activities <ul style="list-style-type: none"> ❖ Work with FPC to support events that align with Truth & Reconciliation ❖ Work with the International offer to support events that celebrate diverse cultures within our student body ❖ Participation in events, recreation, cultural etc., while encouraging students to step out of comfort zone. ❖ Assist with understanding the differences and bring awareness to the supports that are available to the student. ❖ Hosting events in partnership with local agencies to give students an opportunity to connect with others that have shared experiences in areas such as BIPOC and 2SLGBTQIA+ 	# of events to promote awareness and understanding of EDI # of PD opportunities offered through the OAI Maintaining and strengthening relationships/partnerships with community agencies OAI participation in provincial networking opportunities	SSS Marketing International FPC CSC Community Agencies & Networks Provincial Networks	2022-23 ongoing
Student Experience & Success	Launch of iSucceed <ul style="list-style-type: none"> · One spot for students to access to EDI resources, workshops, and events · Ability for various department staff (A&I, ISSC) to connect with students, book meetings, track notes · Ability to develop baseline metrics and begin using that data to track student engagement and assess needs 	iSucceed Launched Communication strategy developed Workshops/Events scheduled through iSucceed (average 2+/month) Applicable staff actively using iSucceed to support engagement with students Capture initial baseline metrics Use baseline metrics to inform future programming	Marketing Student Success Access & Inclusion Potential to expand to other departments	2022-23 Late 2022-23 (TBD after initial launch)

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Student Experience & Success	Continue to encourage and support EDI related activities that the divisional staff have been participating in. The staff are encouraged and will continue to seek out opportunities for additional PD on EDI related topics that are relevant to their role and in general (i.e., Rainbow Health, pronoun awareness, cultural learning, supporting neurodivergent people).	Staff actively engaged in EDI related PD Staff actively supporting other staff across the college in EDI process, practices, and PD	SE&S Staff	2022.2023 Ongoing
The Village – Collective Impact Project	We are supporting all the outlined EDIs. We have a working group that is looking at creating accessible and inclusive spaces for older adults in the community. Our group includes community partners, and we are working to create a framework to promote this in the community.	We collect data through our registration process, outcome diaries with community partners and through surveys. From this data we will be sharing a seasonal infographic. See attached sample. Our first infographic will be shared in April for winter.	Data currently collected from our Grant recipients and the programs in the Village that the project team is running. Moving into the next quarter, we want to collect data from all areas in the Village that offer services to the community including dental and the respiratory clinic	2022.2023, 2023.2024, 2024.2025
The Village – Collective Impact Project	Offer feedback mechanism for collective the voice of people on campus.	Feedback mechanism created to foster continuous improvement and change We have surveys for the Village Project and we deliver the surveys at the end of the program or by season.		

Equity is defined as the removal of systemic barriers and biases enabling all individuals to have equal opportunity to access and benefit from the program.

To achieve this, all individuals who participate in the research ecosystem must develop a strong understanding of the systemic barriers faced by individuals from underrepresented groups (e.g., women, persons with disabilities, Indigenous Peoples, racialized minorities, individuals from the LGBTQ2+ community) and put in place impactful measures to address these barriers.

Diversity is defined as differences in race, colour, place of origin, religion, immigrant and newcomer status, ethnic origin, ability, sex, sexual orientation, gender identity, gender expression and age.

A diversity of perspectives and lived experiences is fundamental to achieving research and training excellence.

Inclusion is defined as the practice of ensuring that all individuals are valued and respected for their contributions and are equally supported.

Ensuring that all team members are integrated and supported is fundamental to achieving research and training excellence.

Government of Canada. 2021.06.22. Best Practices in Equity, Diversity, and Inclusion in Research.

<https://www.sshrc-crsh.gc.ca/funding-financement/nfrf-fnfr/edi-eng.aspx>

Note: The EDI Action Plan will regularly review equity, diversity, and inclusion metrics, changing them as needed as the equity, diversity, and inclusion program matures and as business goals change.