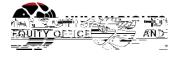# QUEEN'S UNIVERSITY EMPLOYMENT EQUITY REPORT 2023/2024

INTRODUCTION

Queen's Commitment to I-EDIAA

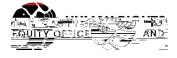Indigenization, Equity, Diversity, Inclusion,

This Agreement is in force from the moment of receipt of an initial federal government goods and services contract, a standing offer, or a supply arrangement valued at $1 million or more (including applicable taxes). The contractor must fulfill the following Requirements:

COLLECTING WORKFORCE INFORMATION:

THE I COUNT QUEEN'S EQUITY CENSUS

Queen's collects equity deserving group self-identification information, through the **I COUNT Queen's Equity Census.**

GOAL #1

Revise the QEAP Application to align with recommendations from the Internal Audit review of the Staff Hiring Process
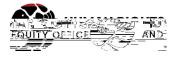
<u>This Goal is Complete - Update:</u> The following updates have been made to the Queen's Equity Appointments Process Application:

> EE Reps now have the ability to re-load training status for members of hiring committees to re-check for training compliance
> The Chair and Hiring Manager are now included on the email communication when committee members do not have the required training.
> The Advertising section has been revised to require EE Reps to document the strategies that were used by the Hiring Committee to target the underrepresented equity-deserving groups during the hiring process.
> The EE Rep must now confirm in the system that they have reviewed the unit profile

RETENTION

GOAL #7

Create an advisory group to provide guidance and input on recruitment and retention strategies and programming for BIPOC faculty members.

This Goal is Ongoing- Update: A survey to gauge the community's interest in a mentor program for BIPOC faculty members was distributed in early March 2023. Survey results will be helpful in guiding the work of an advisory group which will be formed during the next academic year.
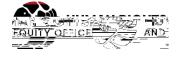
GOAL #8

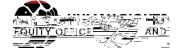Establish a formal DEAP Schedule for Administrative units.

This Goal is Complete - Update: The HREO has been working on technical improvements to the DEAP tool to ensure additional Divisions, such as the DEAP Patient Care and the DEAP Research, can be hosted online. To establish a formal schedule, the HREO worked closely with I-EDIAA leads across campus to align the DEAP calendar with additional pan-university reports that Administrative units must complete.

GOAL #9

Review the results of Employee Experience Survey and make recommendations for improving campus climate for equity deserving groups.

This Goal is Complete - Update: The Office of the VPCEI and the HREO have been engaging with the Employee Experiences Survey in different capacities during 2023/2024, ensuring progress is achieved on the new initiatives presented on Your Voice Counts: Employee Experiences Survey Report 2022-23. The HREO developed an Employee Resources Group framework for additional support and resources, drafted guidelines on creed-related observance, and improved its education offerings.

GOAL #19

Develop an information package for Department Heads on bias in evaluations.

This Goal is Ongoing - Update: The HREO is in the beginning stages of developing a micromodule to help provide information about addressing bias in evaluations in different settings (admissions, scholarships etc.) Consultation with relevant collaborators will be essential in this development and will take place during Fall 2024.

GOAL #20

Develop an online Employment Equity module for Appointments, Renewal, Promotion and Continuing Committees.

This Goal is Complete- Update: The module was completed and piloted during the Fall 2023, with its final version being released November 2023. As of March 15, 2024, 63 faculty members have taken the online module.

GOAL #21

EE Learning Community; draft feedback survey to send to EE Reps to determine learning outcomes for 2024/25

This Goal is Complete - Update: The HREO distributed the survey to members of the Employment Equity listserv, Employment Equity Representatives (EE Reps) on February 16, 2024. The survey asked a variety of questions about the online employment equity application QEAP, how EE Reps feel they are being supported by the HREO and what other topics EE Reps would like to learn about. 80 responses were received.

GOAL #22

I-EDIAA Competencies Map outreach lunch and learn for Managers

This Goal is Complete - Update: HR and HREO have collaborated and ensured that I-EDIAA competencies are paired with education opportunities. HR and HREO are at beginning stages of exploring lunch and learns to focus on the alignment of I-EDIAA competencies with education opportunities for Managers. This series would be to advance management's understanding of opportunities and challenges around implementing I-EDIAA initiatives.