

Canada Research Chairs Program: Equity, Diversity, Inclusion and Accessibility Action Plan 2024-2025

1. Preamble

The 2024-2025 Canada Research Chairs Program Equity, Diversity and Inclusion Action Plan (CRCP EDI) speaks to the institutional progress towards Equity, Diversity, Inclusion and Accessibility (EDIA) at the University of Manitoba (UM) as it relates to Canada Research Chairs (CRCs). The CRCP EDI prioritizes four designated groups: racialized individuals, Indigenous Peoples, persons with disabilities, and women and gender equity seeking groups.

The Office of the Vice President Research and International utilizes EDIA principles and guidelines in the recruitment, retention and advancement of Canada Research Chairs. A self-identification process at application, mentorship and workshop opportunities for CRCs, and limiting Chairs to two terms are contributing successes towards a more equitable, diverse and inclusive action plan at UM.

Training developed by EDIs experts is provided for CRC Search Committees to mitigate implicit biases. The training is being transferred as self-directed learning in the UMLearn portal so that it can be reviewed by all CRC Search Committee members prior to the onset of the Search. A non-voting EDIA expert participates as a member of the Search Committee provides additional support about EDIA throughout the Search process.

2. Management of Canada Research Chairs Allocations

The CRCP at UM is managed by the [Office Research Services](#) with the [Office Research EDIA](#) supporting EDIA principles in research. As a summary, UM has the following in place to support the CRCP:

- CRCP provides funds to offset a portion of the chair salary
 - Facilitates CRC funds to cover eligible expenses under CRCP guidelines.
 - Reduces normal teaching load of at least 50% in a unit to increase protected time for research.
- Leadership support: The Provost and Vice President (Academic) office works with Unit Deans and Directors to establish an appropriate salary for Chairs in accordance with the faculty union's Collective Agreement. Chairholders are eligible to receive an annual salary stipend (\$10k per annum for Tier 2; and \$20k for Tier 1) during their first and second terms of their CRCs. The annual administrative fees charged to each of the chairs

is set conservatively at \$10k for Tier 1 and \$5k for Tier 2 for research services, technology transfer and financial services support.

- Mentorship: Unit Deans and Directors work with Department Heads and Centre Directors to assign mentors to Chairs. The Office Research EDIA is also building out resources for mentors and mentees.
- Chairs have access to research equipment and administrative support.
- All UM job postings, including CRC advertisements, contain EDI and accommodation statements (Appendix 1).
- The equity statements in postings signal to applicants UM strives for and upholds EDIA as per the 2024-2029 Strategic Plan, and that all peoples are welcomed to apply in an equitable process of recruitment, retention and advancement. The CRC postings also invite applicants to explain career leaves so gaps are understood without penalty by CRC Search committees during evaluation.
- The Director Research EDIA or designate sits on all CRC Search Committees that are led by a unit.
- The Associate Vice-President (Research), who acts as the University's equivalent equity officer for the CRCP, sits on all CRC Nomination Selection Committees.
- Committee members receive equity training that includes ways to be aware of, recognize and address implicit, overt, prejudicial and other forms of bias.

3. Public Accountability and Transparency

A summary of the UM Canada Research Chair public accountability and transparency can be found on the public accountability [site](#). As per the Externally Funded Research Chairs Support Policy, program support at UM includes the following:

- For Canada Research Chairs recruited at the Tier 2 level, an annual in-year budget transfer of \$65,000 will be provided to the faculty/school for up to three years. Funds allocated in the first year will be pro-rated to coincide with the appointment start date. The annual funding level of \$65,000 is an inclusive budgetary allotment and will not be further increased for benefits, merit increments or other annual salary adjustments that may result per the University of Manitoba Faculty Association collective agreement. During the first three years of the term of the CRC, this support funding shall be used to offset a portion of the chair salary so that CRC funds can be used to cover eligible expenses allowed under the CRC program guidelines.
- For Canada Research Chairs recruited at the Tier 1 level, an annual in-year budget transfer of \$95,000 will be provided to the faculty/school for up to three years. Funds allocated in the first year will be pro-rated to coincide with the appointment start date. The annual funding level of \$95,000 is an inclusive budgetary allotment and will not be further increased for benefits, merit increments or other annual salary adjustments that

may result per the University of Manitoba Faculty Association collective agreement. During the first three years of the term of the CRC, this support funding shall be used to offset a portion of the chair salary so that CRC funds can be used to cover eligible expenses allowed under the CRC program guidelines.

In addition, Faculty/Schools responsibilities include:

- Faculty/Schools must define how the recruited CRC fits in their academic recruitment plan including their strategic research plans.
- Upon the conclusion of the three-year funding support period, Faculties/Schools shall be responsible for covering the full salary and benefit costs of the research chair holder as well as provide research funds for the remainder of the terms of chairs. One possibility to cover these costs is for Faculties/Schools to identify a retirement position to which the CRC will be bridged.

4. Retention and Support

The UM has recently developed three new institutional plans with significant consultation and input from the UM community. In its 2024-2029 strategic plan, [MomentUM: Leading Change Together](#), UM has declared its commitment to empowering staff, faculty, and students to thrive and succeed by creating a culture of belonging, well-being, and inclusion. This commitment is echoed in UM's 2024-2029 strategic research plan, [Change Through Research](#), which recognizes the inequality faced by women in the research context. UM is also in the process of finalizing the [Truth and Reconciliation Framework: Time for Action, 2024-2029](#). This document will “drive UM’s commitment of advancing the Truth and Reconciliation Commission of Canada’s Calls to Action and integrating Indigenous ways of knowing into what we do”. These three new institutional plans will set the tone for the next five years.

The Office Research EDIA continues to support, develop, refine and implement tools and training for CRCs to lower barriers and attract, retain and advance diverse CRCs. Mentoring and workshop opportunities for CRCs is a critical piece in the retention and advancements of CRCs, particularly for Chairs from the four designated groups. At UM, mentorship opportunities most often include a senior researcher who has been or is a CRC and connecting them with a newer CRC to provide support in navigating physical resources and spaces important to the research ecosystem in their Faculty and at UM, as well as in navigating learning and advancement opportunities in Canada’s research ecosystem. Introducing a new CRC chairholder to key people at UM is important including opening doors for future research and collaboration.

The Office Research EDIA will take visionary action towards evidenced-based EDIA and accessibility in the research ecosystem for the betterment of all, and in particularly with the four designated groups as defined by the CRCP as priority, through concrete initiatives that build new anti-oppressive and decolonized foundations for CRCs, and the recipients of research and research programs initiated by CRCs at UM. The Office Research EDIA will also support greater accessibility for CRCs while UM continuous to implement the Accessibility for Manitobans Act (AMA).

The UM [Respectful Workplace Environment](#) policy and procedures is in place. Individuals can bring concerns to senior leaders in VPRIO or academic Units to address and resolve, as well as the Centre for Human Rights and Conflicts, and Human Resources Officers. The VPRIO is committed to assist CRCs when challenges arise including through the Vice President Research and International, the Associate Vice President (Research), the Office Research EDIA as well as the Office Research Services.

5. UM CRCP Key Objectives and Outcomes

Building on the success of EDI initiatives for CRCP at UM to date, there will be four 2024-2025 EDIA CRCP outcomes: Data Collection, Training, Researcher Community Building, and Research EDIA Resource Development.

5.1 Data Collection

5.1.1 Diversity and inclusion for FDG Representation

Achieve Tier 1 and Tier 2 FDG targets.

5.1.2 UM researcher Demographic data to support CRCs

The University of Manitoba collects and publishes some demographic data on students and faculty annually via the [Office of Institutional Analysis](#). In 2020, UM undertook an on-line climate survey in 2020 that included questions related to demographic information as well as measures pertaining to: diversity; sense of belonging to UM; perceptions of safety at UM; incivility, harassment, and discrimination; microaggressions; equity; and campus accessibility.

The [Office of Equity and Transformation](#), [Office of the Vice-President Indigenous](#), and [Vice-Provost \(Teaching and Learning\)](#) are leading the development of more robust socio-economic data governance, stewardship, collection, and analysis to better assess and achieve equity targets.

The above efforts assist the VPRIO to use EDIA principles and an intersectional lens as needed for CRC researcher community support.

5.1.3 Demographic data to support research projects

Utilize geographic demographic data to inform intersectional EDIA principles needed for research projects for the local, provincial, national and international communities research will take place.

5.2 Training

Informed by an intersectional lens, EDIA trainings will be further refined to meet the needs of CRCs.

5.2.1. Research EDIA UMLearn courses

In-person trainings will be refined and developed into self-learning courses on the UMLearn portal for CRCs to support initial learning and review at the learner's own pace. This also includes the self-learning course to support the opening of CRC Search Committees for deeper [questions and conversation on applying EDIA principles in the research ecosystem](#).

5.2.2. EDIA principles in the research ecosystem

Delivering training sessions for CRCs that teaches researchers how to embed EDIA principles in research teams and design with an intersectional lens.

5.2.3. Events

Continue to host events with guest speakers who are representatives of the four designated groups to provide for role-models, as well as organize an event to illustrate skills and practices for overcoming systemic barriers in the research space.

5.3 Researcher Community Building

Provide opportunities for CRCs to connect to one another, particularly involving representatives from the four designated groups, for support in the research space and opportunities for interdisciplinary and transformational work.

5.3.1. Community building strategies

Facilitate community building and establish guidelines with strategies for community building.

5.3.2. UM CRC national community

Support events and celebrations that build UM researcher community links to national leaders of research.

5.3.3. Research collaboration

Facilitate opportunities for interdisciplinary collaboration on research projects, including providing grant and agreement facilitation opportunities for CRCs.

5.4. Research EDIA Resource Development

Develop EDIA resources, as well as accessibility resources, to inform the work of CRCs and to support CRCs in research workplaces at UM.

5.4.1 EDIA Research repository

Build out a repository of Research EDIA materials.

5.4.2 Resources to support researchers from the four designated groups

Refine and develop Research EDIA materials for the UM community to lower barriers for researchers who are from the four designated groups.

5.4.3 EDIA materials to inform research projects

Refine and develop Research EDIA materials that supports CRCs in developing research projects informed by EDIA and intersectionality.

5.4.4 EDIA materials to inform research projects

Refine and develop Research EDIA materials that supports internal reviews of research proposals.

5. UM EDIA in Action

Key Outcome: 1.0 Data Collection

Quantitative and qualitative data will inform the CRCP at UM to ensure support for representatives belonging to the four designated groups and to promote EDIA best practices and intersectionality in research team and design to best meet the needs of all UM CRCs in the context of UM, locally, nationally and internationally.

Outcomes	Action	Targeted Completion Date
1.1 Diversity & Inclusion for FDG Representation Achieve Tier 1 and Tier 2 FDG targets.	1.1.1 Advertise on job postings site that attract diverse user populations.	Ongoing
	1.1.2 Revisit and revise as needed the Equity Statement in CRC Job Advertisement for currency of inclusivity (Appendix 2).	Ongoing

Outcomes	Action	Targeted Completion Date
	1.1.3 Support CRC Search Committees with EDIA skills training to fairly assess diverse candidates and reduce barriers to recruitment and retention.	Ongoing
<p>UM Researcher demographic data to support CRCs.</p> <p>To apply UM demographic data to use EDIA principles and an intersectional lens as needed for CRC researcher community support.</p>	1.2.1 To use data collected via the UCount Workplace Diversity Self Identification Questionnaire (Appendix 2), as well as other current and new data collected by the Office of Institutional Analysis. The Office of Equity and Transformation, Office of the Vice-President Indigenous, and Vice-Provost (Teaching and Learning), to inform the selected EDIA practices to support the CRC UM community.	Regularly
<p>1.2 Demographic data to support research projects.</p> <p>Utilize geographic demographic data to inform intersectional EDIA principles needed for research projects for the local, provincial, national and international communities research will take place.</p>	1.3.1 Compile a list of reliable demographic data reports (e.g., Chairs for Women in Science and Engineering program, StatsCan, United Nations) that provide for data on the demographics of researchers at the local, provincial, national and international levels for informing EDIA principles selected for resources provided to UM CRCs.	March 2025
	1.3.2 Work with the Office of Institutional Analysis to support a cycle of demographic data review to inform EDIA practices used to support CRCP at UM.	Regularly
	1.3.3 Utilize communication tool to share demographic data reports to help inform researchers, and grant applications.	March 2025

Key Outcome: 2.0 Training

Informed by an intersectional lens, EDIA trainings will be further refined to meet the needs of CRCs.

Outcomes	Action	Targeted Completion Date
<p>2.1 Research EDIA UMLearn Courses In-person training presentation becomes a self-learning course on the UMLearn portal for CRC Search Committee members.</p>	<p>2.1.1 Complete transfer of the implicit bias training PowerPoint content and narrative into UMLearn as self-directed learning module to be taken by committee members prior to the onset of the first Search Committee meeting.</p>	<p>Summer 2024</p>
	<p>2.1.2 Add assessment tasks into the Implicit Bias self-directed module in UMLearn and complete a final review. The added assessment is meant to further encourage the conversation among the Committee members at the first Search committee meeting about what was learned by this self-directed action.</p>	<p>Early 2025</p>
	<p>2.1.3 Send communications to the UM research community that the new module is live and test the new self-directed learning approach with subsequent engaged learning format in a CRC Search to be led by a unit.</p>	<p>2025, or when the next CRC Search takes place.</p>
<p>2.2 EDIA Principles in the Research Ecosystem Deliver training sessions for CRCs that teaches researchers how to embed EDIA principles with an intersectional lens in research teams and design.</p>	<p>2.2.1 Research content for the training sessions being developed by UM EDI experts.</p>	<p>Fall 2024</p>
	<p>2.2.2 Promote training sessions to research teams involving CRCs to secure participants and provide for additional learning materials to</p>	<p>Fall 2024</p>

Outcomes	Action	Targeted Completion Date
	build out the series with content as it applies to the Canadian research ecosystem. promotional material to secure participants.	
	2.2.3 Deliver the first learning modules via virtual and/or in-person sessions, as requested by CRCs.	Fall 2024
	2.2.4 Distill findings from the learning modules delivered to improve on future offerings and expand on resources and organize them for the UM community.	Early 2025
2.3 Events for Researchers Support events to help illustrate skills and practices for overcoming barriers in the research ecosystem, particularly to support CRCs from the four underrepresented groups	2.3.1 Support opportunities for national leaders from underrepresented groups to illustrate skills and practices for overcoming systemic barriers in the research ecosystem, and invite CRCs to learn	Fall 2024 and throughout 2025
	2.3.2 Prepare self-learning materials to engage additional CRC to learns from underrepresented groups who are national leaders.	2025

Key Outcome: 3.0 Research Community Building

Provide opportunities for CRCs to connect to one another, particularly for individuals who are part of the four designated groups, for supporting opportunities for interdisciplinary and transformational in the research ecosystem.

Outcomes	Action	Targeted Completion Date
3.1 Community Building Strategies Facilitate community building and refine and develop guidelines with strategies for community building.	3.1.1 Support research community building strategies that address power differentials through improved participation and inclusion among CRCs.	Throughout 2024-2025

Outcomes	Action	Targeted Completion Date
	3.1.2 Capture available mentorship programs for CRCs across UM, and start building best practices guidelines to successful mentorship	By March 2025
3.2. Events for Researchers Support events and celebrations with guest speakers who are leading researchers nationally and/or members of under representative groups	3.2.1 Include and recognize CRCs at events, particularly to engage participants from the four under representative groups as speakers and nominees to celebrate their research and accomplishments.	Throughout 2024-2025

Key Outcome: 4.0 Research EDIA Resource Development

Develop EDIA resources to inform the work of CRCs and to support CRCs in research workplaces at UM.

Outcomes	Action	Targeted Completion Date
4.1 EDIA Research Repository To build out a repository of Research EDIA materials.	4.1.1 Collect and compile additional resources that support CRCs in integrating EDIA in research team and design.	Throughout 2024 and 2025
	4.1.2 Organize materials to be beneficial to CRCs from SSHRC, NSERC and CIHR fields.	Throughout 2024 and 2025
	4.1.3 Develop an intranet site for CRCs and teams to access the organized materials.	2025
	4.1.4 Invite CRCs to access the intranet site and solicit feedback on the resource materials.	2025
4.2 Resources to support researchers who identify as part of the four underrepresented groups identified by the CRCP To develop Research EDIA materials for the UM community to lower barriers for researchers who are part of the four underrepresented groups.	4.2.1 Collect and compile additional resources that speak to the realities of researchers who belong to the four underrepresented groups.	Throughout 2024 and 2025

Outcomes	Action	Targeted Completion Date
	4.2.2 Develop additional mechanisms as part of the CRC intranet site that led to an increased understanding of how CRCs can create and sustain safe research spaces for individuals identifying as part of the four designated groups.	Throughout 2024 and 2025
	4.2.3 Work with the Office of Equity Transformation on developing a communication strategy to engage and create a broader awareness within the UM community to create and sustain safe research spaces for underrepresented individuals.	Throughout 2024 and 2025
4.3 EDIA materials for reviewers To develop Research EDIA materials, that supports reviews of research proposals, particularly as it applies to CRCs researchers.	4.4.1 Develop and make available resources that support how to review statements of EDIA in research team and design as prepared by researchers in grant proposals.	2025

Appendix 1 Job ad Equity Statements

The following statement is used for all job postings at UM including CRC Ads:

The University of Manitoba is committed to the principles of equity, diversity & inclusion and to promoting opportunities in hiring, promotion and tenure (where applicable) for systemically marginalized groups who have been excluded from full participation at the University and the larger community including Indigenous Peoples, women, racialized persons, persons with disabilities and those who identify as 2SLGBTQIA+ (Two Spirit, lesbian, gay, bisexual, trans, questioning, intersex, asexual and other diverse sexual identities). All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

If you require accommodation supports during the recruitment process, please contact UM.Accommodation@umanitoba.ca or 204-474-7195. Please note this contact information is for accommodation reasons only.

Appendix 2 Workplace Diversity Self-Declaration Questionnaire

The University of Manitoba is committed to workplace diversity, equity and inclusion. Information from the self-declaration will provide us with a greater understanding of the current composition of our faculty and staff and help to inform the development of future equity, diversity and inclusion strategies.

The language used in this area is evolving. We have tried to use terms that are consistent with other major Canadian universities. Some may reflect more traditional ways of characterizing oneself. To make this document as accessible as possible we have used traditional and more current terms. Your response is confidential and used only to help ensure that the University is doing all it can to act on our equity, diversity and inclusion goals. Only the combined totals of the data will be shared.

This self-declaration is voluntary and if you so choose, you can check the box: **"I have decided not to complete the workplace diversity self-declaration"**.

Section A

Employee Name:

Employee Number:

I have decided **not** to complete the workplace diversity self-declaration.
If this button is clicked, the questions below disappear.

Section B: Voluntary Questions

1. Indigenous Person

A descendant of the original inhabitants of Turtle Island/North America or original inhabitants of other countries.

Do you self-identify as: (please check all that apply)

Yes No I choose not to answer

2. Racialized Person

A Racialized Person in Canada is someone (other than an Indigenous Person) who self-identifies as non-White in colour or non-White in racial origin, regardless of birthplace or citizenship. (Sometimes referred to in government documents as "a member of a visible minority")

Do you self-identify as a racialized person?

Yes No I choose not to answer

3. Person with a Disability(s)

A Person with a disability includes someone who has a physical, intellectual or learning disability, a sensory impairment, and/or a mental/emotional health issue, which in interaction with various barriers, may hinder their full and effective participation in society on an equal basis with others.

Do you self-identify as a person with a disability(s)?

Yes No I choose not to answer

4. Gender Identity

Gender identity is the personal expression of one's own gender(s).

Do you self-identify as:

Two-Spirit, transgender, trans, non-binary or a gender that does not align with your sex assigned at birth

Female

Male

I choose not to answer

Preferred term please specify

5. Sexual Orientation

Sexual orientation refers to an individual's identity in relation to the gender(s) to which they are attracted.

Do you self-identify as:

Gay, Lesbian, Bisexual, Two-Spirit, Queer or a similar term

Heterosexual



I choose not to answer

Preferred term please specify

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You have the right to review and change information relating to you at any time including "**I have decided not to answer the questions.**" You can self-identify in more than one designated group if applicable. If you have any questions, please contact [*email provided*]

Privacy Notification

This personal information is being collected under the authority of the University of Manitoba Act. It will not be used or disclosed for other purposes, unless permitted by The Freedom of Information and Protection of Privacy Act (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office [*contact information provided*].