

## STANDING SUB-COUNCIL LEAD REPORT TO UCARE

**Sub-Council:** Faculty and Staff Recruitment, Retention and Support

2022/2023 Academic Year

### TERMS OF REFERENCE

To foster a more diverse and inclusive workforce by: Identifying priorities for actionable changes to eliminate barriers to the hiring, selection, promotion and training of equity deserving group members, reviewing data on the recruitment and retention of faculty and staff from underrepresented groups, Ensuring the implementation of special measures and actions to support the achievement of a representative workforce and monitoring progress on the implementation of PICRDI recommendations relevant to the mandate of the sub-council.

### ACTIVITIES

The FSRRS UCARE Sub-Council met four times in the 2022/2023 Academic Year. Most of their work focused on action items for the [Queen's Employment Equity Plan](#). The Employment Equity Plan outlines actions under three distinct areas: Recruitment, Retention and Professional Development. The following actions were taken in 22/23:

- Develop package for Administrative units that are posting positions that fall under Employment Equity Occupational Group (EEOG) #3, (Professionals) to develop robust employment equity plans.
- Develop a Recruitment in-person training that incorporates employment equity
- Review the current self-identification collection process through CareerQ
- Review the current employment equity tracking system QEAP
- Develop strategies around Indigenous Hiring
- Promote the new policies on Targeted Hiring and Senior Level Recruitment
- Work with campus wide EDII Directors/units to encourage the mandatory DEAP requirements within their portfolios.
- Create working groups to focus on the employee lifecycle, including onboarding.
- Review the results of Employee Experience Survey
- Create online modules on Harassment and Discrimination
- Review E&I competencies and ensure HREO offers equivalent education
- Incorporate diversity guidance for Renewal, Tenure, and Promotion into New Faculty Orientation sessions. (PICRDI #24)
- Review and revise the Positive Space Program

- Review and revise the AODA training suite
- Develop additional educational programming on Sexual and Gender Diversity
- Review D2I data and increase completion rates
- Encourage Managers to promote time for professional development

## MEMBERS:

Name	Title	Department
Jill Christie	Manager, Data and Administration	Human Rights and Equity Office
Heather Cole	Senior Advisor and Executive Director	Principal's Office
Janice Hill	AVP Indigenous Initiatives	Office of Indigenous Initiatives
Paul Kerekes	Manager, Talent Acquisition	Human Resources
Amanda LaRose	University Faculty Staffing Coordinator	Faculty Relations
Steve Millan	AVP Human Resources	Human Resources
Melissa Morrison	Acting Senior Director	Human Resources
Nick Mosey	Deputy Provost	Provost Office
Stephanie Simpson (C)	AVP Human Rights, Equity and Inclusion	Human Rights and Equity Office
Lori Stewart	Executive Director	Provost Office