EDI Consultation Working Group: *Priorities at a Glance*

**GOAL 1**
Provide EDI-focused syllabus and course consultation to instructors within the department.

- **Action item 1:**
  Build guidelines on integrating EDI considerations in syllabus and course design.
  Step 1: Draft guidelines for EDI consultant work. Step 2: Edit guidelines for faculty.
  *Completion date: September 2022 (Step 1) | Anticipated completion: August 2023 (Step 2)*

- **Action item 2:**
  Invite instructors to participate in EDI syllabus support: General invitation to faculty and individualized invitations.
  *Ongoing*

- **Action item 3:**
  Follow up with faculty who participate to evaluate syllabus support.
  *Ongoing*

*Aligns with EDI Task Force Recommendation(s): Inclusion 4, 8, 10*

**GOAL 2**
Provide an EDI lens to Teaching Assistant (TA) training and TA support.

- **Action item 1:**
  Assist with workshop for TAs with focus on EDI topic (EDI in grading practices).
  *Anticipated completion: December 2023*

- **Action item 2:**
  Provide avenue for TAS for conversation, dialogue, complaints around EDI considerations.
  *Ongoing*

- **Action item 3:**
  Advertise EDI consultants and available supports to TAs. Create webpage that lists services.
  *Anticipated completion: January 2023*

*Aligns with EDI Task Force Recommendation(s): Inclusion 4, 10, 11*

**GOAL 3**
Let the department know that EDI consultants are available to assist with EDI support and conversations, in line with the department’s various needs.

- **Action item 1:**
  Create webpage that lists EDI consultant’s services.
  *Anticipated completion: January 2023*

- **Action item 2:**
  Make connections and offers of consultation to members of the department when projects related to EDI arise.
  *Ongoing*

- **Action item 3:**
  Publish profiles on projects consultants have assisted with in the EDI Dialogue & Learning newsletter.
  *Anticipated completion: April 2023*

*Aligns with EDI Task Force Recommendation(s): Inclusion 4, 6, 11, 14*
EDI Dialogue & Learning Working Group: Priorities at a Glance

**GOAL 1**
Support learning and dialogue in departmental members through events with the goal of supporting cultural shifts within the department.

- **Action item 1:**
  Two session workshop on personalized land acknowledgments for the psychology community.
  *Completion date: November 2022*

- **Action item 2:**
  Workshop by Dr. Lowick on gender/sex in psychological research.
  *Completion date: August 2022*

- **Action item 3:**
  Host additional workshop for the psychology community (microaggressions?).
  *Anticipated completion: April 2023*

*Aligns with EDI Task Force Recommendation(s): Inclusion 5, 7, 8*

**GOAL 2**
Increase engagement in learning and dialogue opportunities with members of the department not already engaged.

- **Action item 1:**
  Two-part talk and dialogue about community-based participatory research and research with historically excluded communities with Health area.
  *Anticipated completion: February 2023*

- **Action item 2:**
  Launch EDI Dialogue and Learning Newsletter.
  *Implementation date: November 2022*

- **Action item 3:**
  Launch one more initiative aimed at engaging our community in a new way.
  *Anticipated implementation: March 2023*

*Aligns with EDI Task Force Recommendation(s): Inclusion 5, 7, 8*

**GOAL 3**
Work and coordinate with other EDI working groups to support their goals and needs.

- **Action item 1:**
  Invite two or more EDI working groups to write and contribute EDI Dialogue and Learning Newsletter editions.
  *Anticipated completion: April 2023*

- **Action item 2:**
  Support graduate admissions committee in faculty conversation on incorporating statement of challenges and broader conversation re: EDI and grad admissions.
  *Anticipated completion: March 2023*

- **Action item 3:**
  Work with another working group (e.g., EDI consultants) to create an event for more learning and dialogue.
  *Anticipated completion: April 2023*

*Aligns with EDI Task Force Recommendation(s): Inclusion 5, 7, 8, 16*
# EDI Funding Working Group: Priorities at a Glance

## GOAL 1
Make the secret curriculum of graduate applications less secret and more accessible to increase the diversity of the pool of potential applicants.

<table>
<thead>
<tr>
<th>Action item 1:</th>
<th>Create templates for faculty members’ websites to make their values clear and tell potential applicants how to get in. Completion date: Summer 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action item 2:</td>
<td>Create template email response faculty can send to prospective grad students to equalize information across potential applicants. Also discourage meeting with candidates early. Completion date: Summer 2022</td>
</tr>
<tr>
<td>Action item 3:</td>
<td>Assess/update information for prospective students on the main psychology site. Anticipated completion: September 2023</td>
</tr>
</tbody>
</table>

Aligns with EDI Task Force Recommendation(s): Inclusion 16

## GOAL 2
Formally use EDI in graduate admissions to increase the diversity of students accepted to UBC.

<table>
<thead>
<tr>
<th>Action item 1:</th>
<th>Create statement of challenges; add this to statement of intent (because G&amp;PS forbids asking directly about applicant demographics). Completion date: Summer 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action item 2:</td>
<td>Adopt holistic rubric currently used in clinical area, where diversity is a feature used in evaluating applicants. Implementation date: December 2022</td>
</tr>
<tr>
<td>Action item 3:</td>
<td>Use the holistic rubric and statement of challenges in this year’s application cycle. Anticipated completion: January 2023</td>
</tr>
</tbody>
</table>

Aligns with EDI Task Force Recommendation(s): Inclusion 16

## GOAL 3
Develop and fundraise for the Psychology Inclusive Excellence (PIE) fund to support diverse graduate and undergraduate students.

<table>
<thead>
<tr>
<th>Action item 1:</th>
<th>Hold psychology homecoming event to fundraise from alumni and build relationships with them. Initially implemented: September 24, 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action item 2:</td>
<td>Fundraise from faculty members and alumni through UBC giving day. Anticipated implementation: April 2023</td>
</tr>
<tr>
<td>Action item 3:</td>
<td>Adjudicate PIE Awards. Anticipated implementation: June 2023</td>
</tr>
</tbody>
</table>

Aligns with EDI Task Force Recommendation(s): Inclusion 22, 23, 24
EDI Hiring Working Group: *Priorities at a Glance*

**GOAL 1**
Increase the outreach of job ads and attract more diverse applicants.

**Action item 1:** Boost visibility of UBC Psychology job ads. Step 1: Create list of diverse discipline-wide and area-specific platforms to disseminate job ads. Step 2: Share list with department’s communications team and hiring areas ahead of the respective search.  
*Completion date: April 2022 (Step 1) / Completion date: May 2022 (Step 2)*

**Action item 2:** Implement wide-net dissemination approach and document effectiveness. Step 1: Write job ads with specific EDI-commitment section and post on as many platforms and websites as possible (including list in Action item 1, Step 1). Step 2: Add a question to application form to find out where applicants heard about the position and examine the data.  
*Completion date: April 2022 (Step 1) / Completion date: October 2022 (Step 2)*

**Action item 3:** Write formal summary of the new outreach strategy for future searches, including a report of outreach effectiveness, lessons learned, and suggestions for further improvement.  
*Anticipated completion: June 2023*

**Aligns with EDI Task Force Recommendation(s):** Hiring 2, 3, 13

**GOAL 2**
Implement information-driven and process-attentive changes to the job search process.

**Action item 1:** Track applicants’ self-reported demographic characteristics and lived experience (voluntary) through Faculty of Arts survey and – with explicit consent – link this information to individual application files in real-time.  
*Implementation date: October 2022*

**Action item 2:** Implement concrete steps towards a greater integration of EDI considerations into current ongoing search processes (e.g., shift orientation to initial screenings from bar for inclusion to bar for removal; dedicated multi-rater assessment of applications through EDI lens; redesign of long lists with an eye to representation of under-represented groups and a greater number of retained candidates).  
*Implementation date: October 2022*

**Action item 3:** Document and formalise ad-hoc process into a set concrete, actionable recommendations for future searches that can be adapted to the specific search context.  
*Anticipated implementation: June 2023*

**Aligns with EDI Task Force Recommendation(s):** Hiring 4, 7, 8, 9, 10

**GOAL 3**
Develop resources for different stakeholder groups to boost information, empowerment, and implementation.

**Action item 1:** Organise community meeting with graduate students to explain and discuss approaches to hiring and associated EDI practices for this year’s searches, prior to their launch.  
*Completion date: October 26, 2022*

**Action item 2:** Debrief and analyse search experiences after their conclusion through meeting with search heads and associate head, equity, diversity, and inclusion.  
*Anticipated completion: May 2023*

**Action item 3:** Write task force report taking stock and looking ahead, to be shared with the wider community at the department of psychology.  
*Anticipated completion: June 2023*

**Aligns with EDI Task Force Recommendation(s):** Progress Monitoring 1
EDI Mentorship Working Group: *Priorities at a Glance*

**GOAL 1**
Provide professional development and mentorship opportunities for students from diverse, under-represented, and/or marginalized backgrounds who are interested in pursuing graduate studies and careers in psychology.

Action item 1:
Online workshop series and cover the cost of graduate applications for mentees applying to UBC Psychology for graduate school.
*Implementation date: November 2022*

Action item 2:
Set up infrastructure for mentees’ requests for mentor matching.
*Implementation date: November 2022*

Action item 3:
Small-group mentoring meetings and building an online community for the mentees and mentors on Discord.
*Implementation date: November 2022*

Aligns with EDI Task Force Recommendation(s): Inclusion 16, 17

**GOAL 2**
Provide training and support for graduate students and postdoctoral scholars in Psychology to help them in developing skills in mentorship, with a focus on mentoring students from historically under-represented backgrounds.

Action item 1:
Revise the mentor training course on Canvas.
*Completion date: October 2022*

Action item 2:
Conduct training sessions for mentors.
*Completion date: November 2022*

Action item 3:
Pair grad student/postdoc mentors with a faculty member on the Mentorship Working Group who will serve as their mentoring resource.
*Anticipated implementation: Spring 2023*

Aligns with EDI Task Force Recommendation(s): Inclusion 11

**GOAL 3**
Share our experience and resources with other programs/units within and outside UBC, such as through presentations, consultations, and resources.

Action item 1:
Give presentations to other units and programs about mentorship and equity, diversity, and inclusion.
*Implementation date: October 2021*

Action item 2:
Provide consultation to other units and programs about mentorship-related initiatives.
*Implementation date: March 2021*

Action item 3:
Share resources developed in the UBC Psychology Diversity Mentorship Program.
*Implementation date: February 2022*

Aligns with EDI Task Force Recommendation(s): Inclusion 21
**EDI Progress Monitoring Working Group: Priorities at a Glance**

**GOAL 1**
Develop templates that can be used by all EDI working groups to plan their 2022W goals and to later review and report on their progress toward those goals.

<table>
<thead>
<tr>
<th>Action item 1:</th>
<th>Create drafts of goal planning and reflection forms.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completion date:</td>
<td>June 24, 2022</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Action item 2:</th>
<th>Consult with faculty who are involved in EDI work to gather their input.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completion date:</td>
<td>June 24, 2022</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Action item 3:</th>
<th>Meet with each WG to introduce and explain the forms and to support them as they plan for the year.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completion date:</td>
<td>August 15, 2022</td>
</tr>
</tbody>
</table>

Aligns with EDI Task Force Recommendation(s): Progress Monitoring 1

**GOAL 2**
Initiate a departmental “climate” survey.

<table>
<thead>
<tr>
<th>Action item 1:</th>
<th>Design the survey based on previous examples, consultation from EDI Committee, and pilot testing.</th>
</tr>
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<tbody>
<tr>
<td>Anticipated completion:</td>
<td>January 1, 2023</td>
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</table>

<table>
<thead>
<tr>
<th>Action item 2:</th>
<th>Collect survey data from the department community</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anticipated completion:</td>
<td>February 21, 2023</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Action item 3:</th>
<th>Analyze survey data.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anticipated completion:</td>
<td>March 31, 2023</td>
</tr>
</tbody>
</table>

Aligns with EDI Task Force Recommendation(s): Progress Monitoring 1

**GOAL 3**
Write and disseminate the first annual EDI progress report.

<table>
<thead>
<tr>
<th>Action item 1:</th>
<th>Gather narrative statements and any supporting data from WGs on their progress.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anticipated completion:</td>
<td>May 15, 2023</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Action item 2:</th>
<th>Write the report using data from WG reports and the climate survey.</th>
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</thead>
<tbody>
<tr>
<td>Anticipated completion:</td>
<td>June 10, 2023</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Action item 3:</th>
<th>Disseminate within department and in public-facing website content.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anticipated completion:</td>
<td>June 30, 2023</td>
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</table>

Aligns with EDI Task Force Recommendation(s): Progress Monitoring 1
EDI Website & Resources Working Group: Priorities at a Glance

**GOAL 1**
Revamp UBC Psychology’s EDI webpage and Student Guide; ensure resources, information, and stories are inclusive, accessible, and deliver the best user experience.

- **Action item 1:** Evaluate and understand the psychology community’s experiences and information needs through user research, feedback forms, and web accessibility tools.
  - **Completion date:** August 2022
- **Action item 2:** Renew, source, and add resources and content; perform structure and navigation redesign of department’s EDI webpage(s) and Student Guide.
  - **Completion date:** August 2022
- **Action item 3:** Develop an EDI editorial strategy to feature the stories and unique experiences of people who have been historically underrepresented.
  - **Anticipated completion:** March 2023
  - **Aligns with EDI Task Force Recommendation(s):** Inclusion 6

**GOAL 2**
Provide guidelines and information for how UBC policy, procedure, and reporting works for individuals who have experienced or witnessed harassment, discrimination, and exclusion.

- **Action item 1:** Develop a response flowchart(s) for individuals needing help or seeking support on how to report incidents.
  - **Anticipated completion:** March 2023
- **Action item 2:** Ensure information is accurate, clear and accessible to everyone.
  - **Anticipated completion:** March 2023
- **Action item 3:** Include information in highly visible and accessible locations on the psychology website and student guide.
  - **Anticipated completion:** April 2023
  - **Aligns with EDI Task Force Recommendation(s):** Progress Monitoring 4

**GOAL 3**
Provide greater EDI research resources, training and funding opportunities for researchers who want to implement EDI considerations and practices in their research.

- **Action item 1:** Establish process for sourcing and monitoring EDI-related research support, tools, frameworks resources and information.
  - **Anticipated implementation:** May 2023
- **Action item 2:** Survey researchers at UBC and beyond for EDI research resources and content.
  - **Anticipated completion:** May 2023
- **Action item 3:** Consult with UBC VP Research Office, Equity and Inclusion Office, and Tri-Council funding agencies in Canada.
  - **Anticipated completion:** June 2023
  - **Aligns with EDI Task Force Recommendation(s):** Inclusion 6, 14