

Rationale and Methodology	1
Employee Resource Groups Needs Assessment	
What are ERGs?	2
Organizational Benefits of Employee Resources Groups	2
Methodology – Appreciative Inquiry	
SOAR Analysis	4
Strengths: What can ERGs build on?	4
Opportunities: What are ERGs asking for?	5
Aspirations: What do ERGs care deeply about?	6
Results: How do ERGs know they are succeeding?	6
Recommendations	
Office of the Vice-Principal Culture, Equity, and Inclusion	7
Recognition	7
Professional Development	8
Great Awareness and Support	8
Process	9
Additional Recommendations	10
Matters for Further Exploration	10
Processes and Frameworks	
Proposed ERG Circles of Support	12
Proposed 'How to Start an ERG' Process	14
Proposed ERG Operational Framework	16
Proposed 'How to Join an ERG' Process	17
Sources and Resources	18



K \Uh'UfY'9F; g3

66

This ERG was the deciding factor of coming to Queen's. Now that I am here, I need it for my very survival.

77

Our ERG has been a lifeline to many.

Cf[Ub]nUh]cbU`6YbYZ]hgcZ9F;g



Opportunities: What are ERGs asking for?

1. VPCEI C C E I H E H H D F

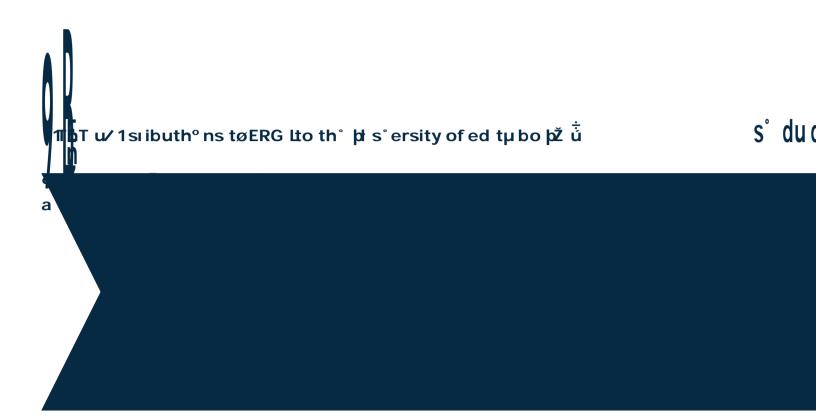
2. Collective E G

11. Supervisor and Manager support

	E G		
		Е	G
12. Senior Leadership	endorsemen E G	it (G



1. Adminis



nnÚto du**-t**ødud Gdstcª°″°n fidø 8 e a Professional Development

16. Senior Leadership E

E G

17. Supervisor and Managers E

EG D EG

18.Joining an ERG G

24. I-EDIAA

Е

ED AA

Intersectionality

F EG A C • Allies A EG

EG EG EG A EGF EG

• Remote Employees

• Engaging our Alumni E G

A C

Processes and Frameworks

1. Employee Resource Groups

E G E G C

А

1. Contact Ĥuman Rights and Equity Office - An Equity Advisor will be assigned to support you through the process. Human Resources will also provide support where necessary.

2. Gauge Interest – This can be done through a survey, focus groups, or simply talking to other potential members. Identify at least five founding members who are willing to assume leadership roles.

3. Register – Register with the Office of the VPCEI. Although employees can choose to meet and support each other informally, it is typically a good idea to cue the university to the group's formation. This will then allow you to apply for funding and garner administrative support from this office, and perhaps other units and individuals on campus as well.

4..Becure Time – The Office of the VPCEI can help your leadership members secure reasonable and compensated time for the ERG work they do during their leadership term (this could look like several hours a week for one- or two-year term).

5. Set Goals - Define the mission, vision, and values of the ERG, and how it will both support both its members and the university. Decide the name of the ERG. Submit goals to the Office of the VPCEI.

6. Terms of Reference – Write a founding document that accounts for the formation, governance, and operating principles of the ERG, including the role of the ERG outive Sponsor, budgetary guidelines, term limits, and communication and mething requirements. Subm I mi EEvy iment buraneylto th I

Purpose

The purpose (Vision and Mission) should be clear and articulated in a way that is easy to understand for its members and



Sources and Resources

hds @ & & Brg-Playbook-final.pdf (ergscenter. Control of the second seco

[2] Source: <u>Toolkit for Developing a D&I Strategy</u> (acdi.

[3] Sources: <u>ERG-Playbook-final.pdf (ergscenter.com)</u>nd

EmployeeResourceGroup-StructureandGuidance-20201111.pdf (bc.e

[4] Source: Cooperrider, D. L., & Whitney, D. K. (2005). Appreciative inquiry: A positive revolution in change. Berrett-Koehler.

[5]Source: I-EDIAA Announcement, November 25, 2022

https://www.queensu.ca/hreo/i-ediaa-announcement

[6] Source: <u>https://www.queensu.ca/strategy/</u>

[7] Source: <u>https://www.queensu.ca/principal/edii/declaration-commitment-</u> address-systemic-racism

[8] Source: <u>https://www.queensu.ca/principal/i-ediaa/scarborough-charter</u>

[9] Source: <u>https://www.queensu.ca/campuswellnessproject/campus-</u> wellbeing-framework

[10] <u>https://www.queensu.ca/principal/strategy/sustainable-development-goals/sdgs-queens</u>

s://www.ueensu.ca/principal/strategy/community-



[11] Source



4

we guyeeŽysuŽcælfingrecce/winitiatio/eesl/jŠrincipals-action-

a)

[13] Source: <u>http://www.queensu.ca/indigenous/truth-and-</u> reconciliation/committees-and-working-groups

- -_ _ - -

