Carleton Trans Advocacy Group (CTAG) Calls to Action

These calls to action are a summary of demands that were submitted to Carleton University on January 12, 2018 and February 1, 2019--more than 2 1/2 years ago. We view these calls as the bare minimum that Carleton must do to stop actively harming trans and nonbinary people and meet its human rights obligations under Ontario law. We hope that the structures put in place in reponse to these demands will enable us to dream bigger and create a place where trans and nonbinary people can thrive. Note: As a result of community consultation in Fall 2021, some demands were split or modified and some new demands were added. These are indicated with an asterisk (*) next to their number.

The Carleton Trans Advocacy Group (CTAG) is a volunteer-run advocacy group formed to address the needs of trans and nonbinary students, faculty, and staff at Carleton University. This grassroots group was formed in 2019 and is comprised of undergraduate and graduate students, staff, and faculty members who are either trans, nonbinary, or trans allies and educators. CTAG advises the Trans and Non-Binary Inclusion Coordinator and seeks to address gender inequities and injustices at Carleton.

We use the term trans as a shorthand for all manifestations of gender nonconformity, including, but not limited to: transgender, transsexual, genderqueer, genderfluid, agender, nonbinary, varied Indigenous genders', and diverse gender variant practices. We also recognize the intersectionality of gender and that gender experiences are in relation to ones' race, (dis)ability, class, and sexuality. We intend these calls to build upon and expand the important commitments outlined in the Kinàmàgawin Report, EDI Action Plan, Coordinated Accessibility Strategy, and the Sexual Violence Policy.

For more information about CTAG, please visit carleton.ca/trans/ctag. This document was last updated March 9th, 2023.

Completed: 7 of 43

In progress: 11 of 43

Not started: 25 of 43

	Call to Action	Where We're At
Personnel: One permanent full-time Trans & Nonbinary Inclusion Coordinator and one expanded student position (1-2)		
1	Create a full-time permanent Trans & Nonbinary Inclusion Coordinator with administrative authority in Equity and Inclusive Communities (EIC)	Created a Trans & Nonbinary Inclusion Coordinator in EIC in end of 2019 with little administrative authority. Position is currently funded at full time hours on a year long contract.

2*	Hire at least two student facilitators to expand the capacity of the Carleton University Safer Spaces Program (CUSSP)	In October 2019, CU created a paid position staffed by a graduate student to run these trainings. However, the position is only 5 hours per week, which is not enough time for the student to work with faculty and CTAG members to update the training, nor are there enough hours to meet demand for the training. We would like this position to be 20 hours/week and for the student to report to the permanent Trans & Nonbinary Inclusion Coordinator.

	Call to Action	**Where We're At**

Bathrooms: Pee in peace! (3-9)

	Call to Action	Where We're At
3	Convert at least 50% of toilets on campus to be gender-inclusive, with at least one gender-inclusive bathroom on every floor of every building	Projects underway - see below
4	Convert all single-stall bathrooms to be gender-inclusive.	Completed in Winter 2021.
5	Convert at least 50% of multi-stall bathrooms to be gender-inclusive solely by changing the signs on the doors.	Two multi-stall bathrooms in St. Pat's and one in Dunton Tower were successfully converted in this way in Winter 2018. Asst VP Facilities Management and Planning Gary Nower committed to converting 50% of multi-stall bathrooms to be gender-inclusive on May 22, 2019 and reaffirmed this commitment on November 10, 2021. We want these signs to be in place by April 31, 2022. This is a top priority for trans and nonbinary safety on campus.
6	Update all wayfinding signs to gender-inclusive bathrooms.	On November 10, 2021, Nower agreed to submit a request to fund these signs in their January budget, but this commitment has not been put in writing yet.
7	Establish funding and timeline for doing infrastructural changes to multi-stall gender-inclusive bathrooms to create more privacy and make them wheelchair accessible.	On November 10, 2021, Nower agreed to submit a request to fund these infrastructural changes in their January budget, but this commitment has not been put in writing yet.

8	Implement all required infrastructural changes to multi-stall bathrooms to meet 50% goal.	Not started.
9	Commit on paper that all new builds and renovations that the university undertakes will have 100% of the toilets be gender-inclusive, with privacy guards and wheelchair accessibility. Avoid binary architecture and implement a universal design standard that eliminates gender as a bathroom issue.	Asst VP Facilities Management and Planning Gary Nower affirmed this commitment at a meeting on February 14, 2020, but we have yet to see it on paper or reflected in the building/renovation plans for the new dorms or CDCC. On November 10, 2021, Nower agreed to include the Trans and Nonbinary Coordinator in User Committees for all new builds.

Digital Infrastructure: Stop deadnaming & misgendering (10-17)

10	Allow students/staff/faculty/alumni to easily input their chosen name through Carleton Central and give people choices as to which things to update within the system. Replace "preferred name" language with "chosen name".	As of February 2023, "preferred name" language has been replaced with "chosen name" on all university platforms.
11	Use chosen name in all Banner reports and across all university email communications (student/staff/faculty/alumnni), course lists, university ID cards, university forms, library and athletics databases, BrightSpace, all future learning technologies, and all other documentation. All forms should use chosen name wherever possible, and legal name usage should be restricted to tasks where it is necessary (e.g. transcripts, tax documents).	In early February 2023, a project charter regarding chosen names and pronouns was brought forward with the following description: the purpose of this project is to conduct a systemic system-wide analysis of all 3500 applications/systems in a systemic manner following a timetable that would be created with an assessment of the size and complexity of the IT systems and applications that use a name field to ensure that those systems/applications where there is display of a name, the name used would be the Chosen Name unless there was a legal obligation to use the legal name. ITS anticipates being able to make the necessary changes to make the chosen name default (except when legally obligated to) across Carleton systems within the calendar year.
12	Allow all student/staff/faculty/alumni to easily change their assigned honorific (e.g. Mr., Ms., Mx., etc.) on Carleton Central.	Not started.

13	Allow students/staff/faculty/alumni to input their pronouns (e.g. she/her, he/him, they/them, etc.) through Carleton Central and display them on course lists and Banner reports.	As of February 2023, students, staff, faculty and alumni can now input their pronouns on Carleton Central as part of Phase 1 of the pronoun enhancement project. Meetings for Phase 2 between EIC, ITS and TLS are currently underway. Once implemented, pronouns will appear across several applications including online class lists and photo class lists, student verification apps and convocation registration.
14	Allow student/staff/faculty/alumni the option to update their gender through Carleton Central. Use checkboxes with the following options: "Check all that apply: Woman, Man, Transgender, Gender Non-binary and/or Gender Diverse, Another: ___, Prefer not to Respond." Sync these gender options with Athletics, Residence and other non-Banner databases.	Project was started, but paused due to amalgamation with larger Demographic Data Collection Strategy (Strategic Action of EDI Action Plan). No clear timeline.
15	Make legal name and gender confidential; restrict display to minimum required personnel (e.g. legal name to HR for payment and tax purposes, gender to health and counseling services)	Not started.

Digital Infrastructure (continued)

16	Update Carleton's "Legal Name Change" form to remove section that requires applicant to explain why they want to change their legal name in Carleton's system.	CTAG submitted amendments on July 17, 2020, specifying the following: that only one document be required for legal name change; that the section specifying a reason for a legal name change be removed; that documentation not be required for gender assignment change; and that the option to use preferred name on diplomas be added. All amendments accepted - but "Change Gender Assignment" uses only "Male," "Female," "Other," and "Prefer not to report." See previous demand for recommended gender options.

17*	Remove gender from all university forms and change data collection policies to default to excluding gender. Gender data should only be collected when there is a meaningful reason for it to be stored (to be determined by the Trans Inclusion Coordinator and responsible offices).	Not started.

Training and Education: Learn how to do better (18-21)

18	Introduce regular, mandatory trans inclusion training for faculty/school administrators and support staff, as well as in support departments that interface directly with students (including, but not limited to: Campus Safety, Residence, Academic Advising, Careers Services, Registrar, SEO, and ISSO, and Athletics). This training should be developed in collaboration with the Trans and Nonbinary Inclusion Coordinator, CTAG, and trans studies faculty on campus. The trainings could be run by the person in the expanded student position under the oversight of the full-time permanent Trans and Nonbinary Inclusion Coordinator in EIC. We would like these training to be live, not pre-recorded online.	The equivalent current training, the Carleton University Safer Spaces Program (CUSSP), is an introduction to definitions and issues related to the 2SLGBTQ+ community. While it is an excellent starting point, it was initially developed over a decade ago, and the needs of trans student, faculty, and staff have changed in the intervening years. Further work is needed in collaboration with CTAG, faculty experts on 2SLGBTQ+ issues, and student representatives in order to update and expand the training. It is also not mandatory for any staff. The current facilitator doesn't have the resources needed to implement an overhaul of this size (see C2A #2).
19*	Include trans pedagogy in orientation activities for new faculty, contract instructors, teaching assistants, and lab coordinators.	Not started.
20*	Work with the Student Experience Office, CUSA, RRRA, and CASG to create and implement trans inclusion training for student leaders.	Not started.
21*	Offer yearly training in trans pedagogy adapted to each Faculty for faculty, TAs, and CIs. These courses would count toward TA and CI professional development. We would like these trainings to be live, not pre-recorded online.	Not started.

Athletics: Even the playing field! (22-26)

22	Create a trans inclusion policy that covers the participation of gendered sports teams as well as trans inclusion in Athletics spaces and post to public Athletics website.	The policy exists and is good but hasn't been published online. The policy covers varsity but not rec sports.
23	Create wheelchair-accessible gender-inclusive changing room that is in line with amenities in women's and men's changing rooms and publicize the gender-inclusive changing room that already exists.	There is a gender-inclusive changing room, but it is very small, there is little privacy (e.g. showers and change room are open to the pool deck, people are required to shower with swimming suits on), and there is no sauna. Signage uses inappropriate language (e.g. "Co-ed"). There are plans for a much larger gender-inclusive change room in the new athletics building (planned opening 2024). Athletics should also publicize on their website all relevent wayfinding signs the gender-inclusive changing room that exists.
24	Establish Fitness Centre access specifically for the trans community at Carleton that is recurring, permanent, and accessible (multiple times a week and accomodating of different schedules).	In collaboration with student stakeholders and the Trans & Nonbinary Inclusion Coordinator, Athletics have committed to launching two limited gym times for the Winter 2022 term. Women's only gym times will be alloted in the Fitness Centre 4 times a week for 90 minutes each, and Trans positive gym times will be alloted 3 times a week for 90 minutes in the Personal Training studio (both programs open to expansion based on demonstrated need from students). Next steps: Athletics, EIC to work with student group stakeholders to communicate these new times. Work on pool times has not yet started. NOTE: There will be increased capacity for this kind of programming when the new Wellness Centre opens in 2024.
25*	Establish pool access specifically for the trans community at Carleton that is recurring, permanent, and accessible (multiple times a week and accomodating of different schedules).	Athletics have agreed to trans pool times as a next step, but this work hasn't started yet.

| 26 | For co-ed intermural sports, allow nonbinary people to sign up without returning an error; allow them to count as "man" or "woman" as they like for the purpose of meeting gender minimums. | Not started. |

Policies: Ensure trans people are treated with respect (27-32)

27	Create Trans and Nonbinary Plan on par with Kinàmàgawin, the EDI Action Plan, and the Coordinated Accessibility Strategy.	Not started.
28	Create trans-specific policies that protect the health, safety, and well-being of trans students, staff, faculty, and alumni at Carleton, based on the Best Practices of other schools and universities.	Not started.
29	Update Human Rights Policy, Sexual Violence Policy, Carleton Student Rights and Responsibilities Policy, Workplace Harassment Prevention Policy, Carleton Workplace Violence Prevential Policy, and Residence Contract to be trans-inclusive.	Not started.
30*	Create an official standing committee with majority trans membership and a plan for official widespread community consultations every 3-5 years.	Not started.
31*	Work with the Carleton Undergraduate Student Association (CUSA) and their Gender & Sexuality Resource Centre to develop minimum trans inclusion policies for student clubs and societies.	Not started.

32*	Allocate funding to support external consulation and stakeholder intervention in support of trans inclusion policy and training development at Carleton.	The Department of Housing and Residence Life Services has hired Wisdom2Action Consulting Inc to provide comprehensive trans inclusion training to their staff and to assist in drafting new policies to ensure that trans students feel safe and supported in residence. The Transgender Inclusion Coordinator has limited scope and resources, and so funds should be allocated to support similar interventions at a campus-wide level in areas outside of the Trans Inclusion Coordinator's purview.

Health & Wellness: Support trans and nonbinary physical and mental health (33-38)

33	Hire a counselor who specializes in working with trans and nonbinary people.	A trans counsellor was added to the health and counselling team in 2022.
34	Introduce mandatory trans inclusion training for administrative, teaching, medical, and counselling staff.	CUSSP Facilitator Mathew Kent completed a CUSSP session for most of Health and Counselling (HCS)'s staff in September of 2020, and Dr.Anna York-Lyon (LGBTQ health specialist with HCS) has facilitated similar trainings with many of her colleagues. However, it is not currently mandatory for all HCS staff to complete. The training is also not currently specific to HCS, but was a more general training adapted to meet the needs of healthcare providers.
35	Introduce and enforce policies such that medical staff only use Chosen Names and pronouns at all times. Legal names are treated as confidential.	Not started.
36	Ensure that trans-related health care is included in all university-affiliated health care plans (undergrads/grad students/faculty/staff).	Not started.
37	Develop trans and nonbinary-inclusive Standards of Care document in collaboration with CTAG.	Not started.

38*	Create policy that will allow students to take a leave of absence without compromising their access to healthcare through Carleton.	Not started.

Residence and Housing: Provide safe housing for trans and nonbinary people (39-41)

39	Give students the choice of which gendered housing they want to live in and allow them to switch if/when they want.	Students can self-identify with whatever gender they are most comfortable with when they complete the Residence Information Form. Additionally, students have the option to select Gender Inclusive Housing, in which case gender identity is not considered in room assignments.
40	Eliminate additional expense for trans and nonbinary students to live alone.	This is important to secure trans and nonbinary students' safety. Not started.
41	Incorporate trans-related information in all New Residence Students' orientations and create an FAQ about being trans in residence.	Information about the trans hub was shared during move-in this year, Residence Fellows receive training on how to support trans students, and more specific trans-related information is under development. There is an EDI in Residence FAQ on the Housing website that primarily discusses trans issues.

Trans Specific Funds & Awards (42-43)

42*	Create and fund academic awards for trans students and faculty with trans people as judges	Not started.
43*	Create and fund need-based bursaries for trans students, faculty, and staff, with priority for medical expenses.	Not started.