

# Wellbeing in the Hub for Advancing Buildings

The purpose of this document is to promote and demonstrate a commitment to a culture of wellbeing in our academic community. In the Hub for Advancing Buildings (HAB), you are part of a team so the tenets below outline how we can promote the wellbeing of both individuals and the HAB community as a whole, recognizing that there is a balance to be struck here.

We recognize that challenges will arise in trying to uphold these tenets and have provided a list of resources at the bottom of this document where you can find further information, guidance or begin a grievance process, if applicable. It is also important that we, as a group, learn from any challenges or issues that are encountered and revise this document as needed to reflect these lessons. As such, this document will be revisited at least annually to update and adjust it as needed. Should you have any feedback on this document as well as the resources listed below, please complete this form: <https://forms.office.com/r/b9TAc0LNl3> so that we can collect and integrate this feedback during each review process. Your responses to this form are anonymous by default but there also is an opportunity to identify yourself if you so choose.

In the Hub for Advancing Buildings, we will strive to create a culture that fosters care and community. We do this through:

- **RESPECT.** We respect each other's contributions and perspectives and we have an appreciation for the individual talents, approaches, learning and personal history that we bring to the work and to the team. This respect is at the core of how we will treat each other in our collaborative practice, including expressing ourselves to others in a respectful manner and trusting each other to work autonomously with the team's best interests in mind. We recognize that this trust is often built through practices of transparency and strong communication. This communication includes a commitment from individuals to advocate for themselves when necessary and to engage in conflict resolution with team members when issues arise.
- **INCLUSION.** We as an academic community can only create our best work when all individuals are free to contribute openly. Therefore, we will not assume or make any assumptions based on someone's gender, background, religion, race, nationality, age, ability, education or political affiliation. We will educate ourselves on our own personal biases and actively work to reduce the impact these biases have on our interactions with others. We will strive to ensure that decision-making is shared, by providing sufficient space for divergent opinions and discussions so as to ensure that all members feel that the decisions are reflective of a thoughtful process. We commit to sharing information freely, being open with one another, supporting one another, and respecting one

another's privacy. We also commit to celebrating the accomplishments and talents of each other through acknowledgement of our individual and group successes and challenges.

- **ACCOUNTABILITY.** We as individuals and as an academic community commit to accepting the responsibilities of our actions and the impact our actions have on others' wellbeing. We understand that our actions may impact future community members as well and strive to ensure documentation, lab equipment, etc. is maintained properly and efficiently.
- **COMMUNICATION.** We commit to professional, effective, and meaningful communication both within and outside our academic community, be it in a lab meeting, presentation, or conference. We will exhibit both curiosity through active listening when others are speaking and decency through respectful conversation. We strive to manage and resolve conflict using neutral language and body language.
- **FUNCTIONALITY.** We commit to being conscientious about our productivity practices including, but not limited to, distribution of space, allocation of time, and meeting the expectations of the lab. We acknowledge that it is our responsibility to be aware of and follow the rules and regulations that govern our work including but not limited to those related to safety, security, travel and expenses. We also recognize the need to ensure our research is accessible to others both through the form/format we use and the channels through which it is disseminated.
- **GROWTH.** We strive to create a space where individuals are encouraged to try new approaches and are supported without judgement. We recognize the value of emergent processes and in allowing space for the way forward to evolve out of ongoing learning.
- **COMPASSION.** We strive to suspend judgement so that we can appreciate others' perspectives and situations when they are different from our own. In doing so, we will opt to give others the benefit of the doubt, trusting in their good intentions. We commit to being genuinely inquisitive to better understand the perspectives, approaches, and needs of our colleagues.
- **COLLABORATION.** We believe that we are better informed and more effective when we work together. We, as a community, strive to make deliberate progress towards a common goal, taking on mutual commitment, responsibilities, risks, and benefits. Our intention is to define roles and responsibilities guided by the desired outcomes, talents, passions, and learning goals of each individual. To facilitate this process, we commit to proactive communication about division of project scope, data ownership and details of collaborative publications. We also commit to sharing credit and acknowledgments for all joint work produced by our respective groups.
- **WORK-LIFE BALANCE.** We recognize that the best quality of work is a product of a highly-engaged and collaborative environment. We strive to manage work expectations and resources to ensure that we reserve space and time for us to flourish. This may

include offering arrangements that meet the needs of the community as well as the individual such as flexible work hours, hybrid working arrangements and taking time away from the lab in accordance with University policies.

- **MENTORSHIP.** We strive to foster an environment of guidance amongst all members of the community. We acknowledge that our community contains members with various skill sets and experience that may aid others in their workplace. We believe that teaching is a method to better solidify one's own learning and thus we offer mentorship support and professional development opportunities to those who need or want them.