

TO: Business Board

DRAFT

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DATE: April 25, 2007 for May 7^d, 2007

AGENDA ITEM: tba

ITEM IDENTIFICATION:

Employment Equity Report, 2006

JURISDICTIONAL INFORMATION:

Business Board has jurisdiction over Personnel Policies and Terms and Conditions of Employment for administrative and unionized staff.

This report will also be reviewed by Academic Board, which has jurisdiction over Policies on Academic Appointments and matters relating to academic employment.

PREVIOUS ACTION TAKEN: N/A

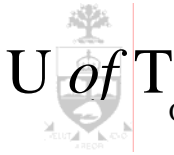
HIGHLIGHTS:

The *2006 Employment Equity Report* provides an update of the University's employment equity work plan and progress on initiatives for October 1, 2005 – September 30, 2006. The report focuses on the recruitment, hiring, training, promotion and exits of employees based on the employment equity surveys completed by new employees, the results for the 2006 census of the entire workforce, and data reported by search committees to the Provost with respect to academic appointments.

In 2006 the University conducted a workforce resurvey (employment equity "census") based on recommendations arising from a successful audit in 2004 by the Federal Contractors Program. The *2006 Report* provides the results of the census both separately and integrated with the ongoing report. .

Key points from the report are as follows:

1. The University's return rate from the combined resurvey and report was 91% in 2006, fulfilling the Federal Contractors Program recommendation in the 2004 audit that the return rate should approach 100%.
2. The employment equity questionnaire was updated in 2006 for use in both the census and ongoing new hire surveys. Sexual minorities were included through the addition of categories for lesbian, gay, bisexual, transgender, two-spirited and queer people. (Note: the University has included sexual minorities among its internally designated employment equity groups since 2001). Overall approximately 5% of all employees self-identified as sexual minorities.
3. The survey question for Aboriginal People was updated to comply with the wording required by the Federal Contractors Program regulations. Specifically, a second question was added to the Aboriginal section of the



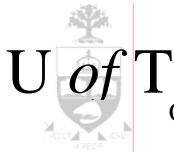
survey requesting respondents to self-identify as First Nations, Métis or Inuit. The change has improved the accuracy of the data. Overall approximately 0.6% of employees are Aboriginal People; external availability rates are roughly 1%.

4. A term position, Human Resources Aboriginal Initiatives Coordinator, was created in August 2006 to assist the University in developing strategies to improve recruitment and retention of Aboriginal employees and foster outreach in the community.
5. The recruitment of women faculty continues to differ from the national availability data for recent graduates. The University interviewed a greater proportion of women applicants demonstrating ongoing efforts to redress this imbalance. Women faculty continue to make good progress in proportions of promotions and in representation at the ranks of associate and assistant professor.
6. This year marks the first time that women have held 50% of the most senior leadership positions at the university. Programs to support women in academic leadership continue and positively influence ongoing efforts to improve the representation of women in faculty positions.
7. Visible minorities were 13.1% of all faculty and 29.9% of all staff, proportionate with external availability. Hiring of visible minority faculty members remained stable this year in three of the SGS Divisions with a decline in hires in the Life Sciences.
8. Visible minority faculty candidates were less likely to decline offers of employment this year, narrowing the gap from previous years. Visible minority faculty saw an increase of 4% in the proportion of promotions to full professor in 2006 and this closely matched their representation among associate professors at the University (15%).
9. Among administrative staff, visible minorities were well represented in the senior occupational groups of Senior Managers, Professionals, and Middle and Other Managers with representation in these groups exceeding external availability. Representation of visible minority Professionals was nearly double the external availability.
10. Persons with disabilities remain a very small proportion of both faculty and administrative staff at the University. Ongoing efforts to improve representation levels continue as part of the employment equity process.
11. An online application process for administrative staff was launched in 2006. This includes an employment-equity styled survey for applicants, permitting analysis of applicant pools.

Recommendations

There are a number of initiatives outlined in Section 3.0 of the report including:

- The university-wide survey *Speaking UP: Faculty and Staff Experience Survey* was conducted in the fall of 2006. Preliminary results show a return rate of 52.2% with 80% of faculty and staff at the university reporting good job satisfaction and motivation. More information will be forthcoming in spring 2007 and will inform the employment equity work plan.
- The work of the Human Resources Aboriginal Initiatives Coordinator included a job posting pilot project, launched in September 2006, to advertise external administrative positions to several Aboriginal list-servs. Interviews with a number of Aboriginal employees will assist the University in developing strategies to



improve hiring and retention of employees from the Aboriginal community.

- Guidelines for the Accommodation of Employees with Disabilities were presented to governance in 2006. Strategies to encourage the recruitment of faculty with disabilities will be explored in addition to the development of initiatives for accommodation and return-to-work with the Health and Well-Being Programs and Services and as part of the *Accessibility for Ontarians with Disabilities Act* (2005) planning process. A survey of persons with disabilities will be conducted to identify needs of all employees with disabilities.
- A process for exit interviews will be established this year.
- The HR Equity Toolkit for administrative staff will continue to be developed to maintain and improve equity in the recruitment process.

FINANCIAL AND/OR PLANNING IMPLICATIONS:

There are no financial or planning implications beyond those already identified within Divisions' Academic Plans.

RECOMMENDATIONS:

It is recommended that the Business Board receive the *2006 Employment Equity Report*.