

**The Status of Women Office
July 2000 – June 2001**

SUMMARY

Highlights of 2000-01

- Staff complement restored
- Equity mission statement articulated
- Petitions and appeals study: phase 1 of 3 completed
- Mentorship pilot project: funding secured and planning phase completed

Priorities for 2001-02

- Increase the visibility of the Status of Women Office in line with the restoration of staff complement by:
 - Re-establishing a concrete presence at UTM and UTSc
 - Increasing staff coverage throughout the day at the Office
 - Holding more frequent meetings of the Advisory Council
- Complete phases 2 and 3 of the petitions and appeals study
- Successfully coordinate a mentorship pilot project with 100 participants, from September 2001 to May 2002
- Explore initiatives on:
 - Data tracking progress of women and minority women through academe and administration
 - Addressing the greater financial needs of many women
 - Helping women understand the University's complex governance structures
 - Making the University more welcoming to Muslim women
- Collaborate with other offices on discussions and projects on:
 - Pre-tenure issues for faculty
 - Survey of women faculty
 - Part-time PhD's
 - Cross-cultural training for student services staff
 - Career opportunities for technical staff in alternative career streams
 - Elder care and possible flex-time arrangements for faculty and staff

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EXECUTIVE SUMMARY

At the University of Toronto, the 2000-01 academic year was particularly distinguished by the installation of a new President, Dr. Robert J. Birgeneau, who made equity one of three key priorities. In support of this objective, the Status of Women Office drafted a comprehensive brief on its vision for equity, the Equity Mission Statement, presented to President Birgeneau in December 2000.

As a concrete example of his commitment to equity President Birgeneau agreed to restore the Status of Women staff complement to, or close to, pre-1997 levels, in recognition that there are now more women to be served by the Office and that equity is far from having been universally achieved.

In collaboration with several registrars' offices, and funded by key senior academic administrators, the Status of Women Office is conducting a study of petitions and appeals to inform the various stakeholders of emerging trends, particularly with respect to gender and family responsibilities, including the impact of various forms of parental expectations.

The Status of Women Office remains greatly concerned with issues arising for women from the intersection of factors adversely impacting on equity. As a measure to redress these, the Office has undertaken a mentoring pilot project for students at key transition points, and directed towards women of colour, women who are parents or women for whom language, culture or sexuality are barriers.

Transition was also a feature of the staffing of the Office, as the Status of Women Officer took a research leave during the second half of the academic year and, as a result of accepting a position elsewhere, subsequently resigned from the Office. An Acting Officer, now Interim Officer, has assured uninterrupted service to the community. A search for a new Officer is set to take place in the fall of 2001.

TERMS OF REFERENCE

The Status of Women Office

The Status of Women Office was established in 1984. The mandate of the office is to address equity for women staff, faculty and students on all three University of Toronto campuses. Through its efforts in the last 16 years, discussion and action have taken place around practices such as hiring equity, faculty retention, advancement of women through the ranks, pay equity, equity of the student experience and allocation of equitable resources.

The Status of Women Officer

- Advises the President and other senior academic administrators
- Assists in the development of pertinent policies
- Offers individual advising and advocacy on issues of women's equity
- Assists in community development and education on equity on campus, through seminars, orientations, and discussions at the individual, committee, departmental and faculty levels
- Sponsors activities relevant to women
- Convenes and works with an advisory council

As Member of the Equity Issues Advisory Group

- The Status of Women Officer helps to provide an integrated response and framework for equitable practice to the President and the university community.

OFFICE COMPLEMENT AND STAFFING CHANGES

In his report to the April 26th meeting of the Governing Council, President Birgeneau announced that he would request funding to increase the percentage of the administrative support position from 50% of full-time to 100%. Furthermore, the Status of Women Officer would be increased from 50%, up to as much as 80%, depending on the preferences of the incumbent and recognizing that it is essential that the Officer continue with her/his academic or administrative work for some portion of her/his time.

The Status of Women Officer

Professor Judy Globerman, led the office from July 1, 1999 to December 31, 2000 as 60% of full-time. From January to June 2001, Professor Globerman took a research leave and José Sigouin, an administrative staff member, served as Acting Status of Women Officer at 50% of full-time.

Effective June 30, 2001, Professor Globerman retired as Status of Women Officer and the President asked that a search for a new Officer be conducted as soon as possible. Meanwhile, José Sigouin has agreed to serve as the Interim Status of Women Officer at 70% of full-time until June 30th, 2002, or until an Officer is hired.

Project Manager and Office Administrator

The Project Manager and Office Administrator, Barbara Mainguy, joined the Status of Women Office in July 1999 and has quickly become an invaluable asset to the Office. She will continue at 50% of full-time and another staff member will join the office, possibly in a job-sharing arrangement.

In 1999-2000, the Office benefited from the involvement of six work-study students who were particularly useful in establishing and maintaining a presence at the East and West campuses, participated in the organization of the December 6th Memorial and assisted with the re-design of the Office's web site. Liaison, guidance and supervision of these students were conducted by the Project Manager. The Office will continue to take advantage of the work-study student program, especially as part of its strategy for the mentorship pilot project.

Office Management

In keeping with the goals that guided the restoration of staff complement for the Office, our highest priority for 2001-2002 will be to improve coverage in the Office such that phone callers get in touch with a core staff member immediately and that those who come in person can get immediate attention.

The Status of Women Office is in the process of being relocated within Simcoe Hall and a third workstation will be added to accommodate special project coordinators, work study students and a possible job-sharing arrangement. The job description of the Project Coordinator and Office Administrator will be updated to reflect the new realities of the position.

Cases

Approximately 10% of Office time in 2000-01 was devoted to individual casework. This included offering support as advocate, mediator or facilitator in disputes or interactions. Cases involved all constituencies – faculty, staff and students.

THE STATUS OF WOMEN ADVISORY COUNCIL

1999-2000

Under Judith Globerman, the Status of Women Advisory Council held general meetings twice a year, supplemented by working groups struck to accomplish definable objectives. With this arrangement, it became possible to include a large group of women on the council, while not requiring all of them to participate in all programs. The Advisory Council currently numbers over 50 members representing staff, students and faculty, either in their own names, or as representatives of campus groups and offices

Of the working groups, the mentoring working group has been the most active to date. A working group to look into student funding was replaced by Dr. Globerman's participation in the Graduate Students Funding Committee of Governing Council. A staff working group was delayed until the Steelworkers standing committees were up and running. Faculty have expressed an interest in a group to focus on issues such as PTR evaluations, part-time PhD requirements, equity in departmental hiring, etc.

2001-2002 Onward

For 2001-02, the Status of Women Advisory Council will return to more frequent meetings (ideally every month) with a view to reacting more quickly to current issues. It will continue to advise the Office on current initiatives, raise new issues, foster inter-constituency alliances, and act as a sounding board for the Office's input into any relevant debate or pertinent University initiatives (e.g. responses to proposed terms of reference of task forces). More frequent exchanges will increase the chances of the Council to have meaningful exchanges on current issues with the University's senior Officers, through the Status of Women Officer, and with the constituencies, through their representatives. Working groups will continue to be formed to deal with specific issues or projects.

Equity Mission Statement

In December 2000, the Status of Women Office, in consultation with the Status of Women Advisory Council, drafted and presented to President Birgeneau a comprehensive brief on its vision for equity at the University of Toronto. This document covered:

- Access to services and resources
- Family involvement in student's lives
- Cross-cultural counseling
- Staff and faculty training
- Retention of faculty from under-represented groups
- Culture of arrogance
- Lack of respect for administrative, technical and professional staff
- Retired women faculty and staff

This brief was well received by the President, and the Status of Women Office has taken and will continue to take every opportunity to advance the objectives articulated in this mission statement. A case in point was the support the Officer was able to provide for the interim pension settlement several retiree groups are set to receive.

OUTREACH

The Status of women Office pro-actively seeks out opportunities to reach out to all members of the University community through a variety of initiatives, including orientation sessions, workshops, participation in committees, formal and informal opportunities to meet with and offer help to newcomers, provision of advice to units or individuals and preparation of position papers, as well as through its website. In keeping with its efforts to advance comprehensive gender equity, the overarching goal of the Office is to improve the university experience of a diverse spectrum of students, faculty and staff on and beyond campus and, as mandated by the 1999 office review, be seen to do so.

Outreach Events

The Office frequently works with other campus groups to help improve the quality of life on campus, including:

- Orientations for SAC, graduate students, the faculty of Social Work, UTM, UTSc, the department of Political Science and the Transitional Year Program.
- Club days and student services days on all three campuses.
- New faculty orientation session in the faculty of Arts & Science
- Workshop for new academic administrators
- Workshop for women graduate students considering a career in academe (Co-sponsor)
- Workshop on equity in faculty hiring
- International Women's Day lectures
- December 6th Memorial Service

UTSc and UTM Campuses

This past year, the Status of Women Officer was unable to get to UTSc and UTM as much as would be ideal. For 2001-02, the Office will make fresh efforts to establish a genuine presence at the East and West campuses. The Office will look into the mechanisms put in place by the Ombudsperson Office and, if appropriate, adapt them to suit its situation. The mentorship pilot project will provide added opportunities to be on-site and expand the visibility of the Office.

Participation in Governance

- The Status of Women Officer regularly attends the meetings of Principals, Deans, Academic Directors and Chairs (PDAD&C), Governing Council and its Academic Board and University Affairs Board.
- The Officer is an active member of the Equity Issues Advisory Group and the Human Resources Management Board.
- The Officer was part of the Applied Sciences and Engineering Project Advisory Committee.

(Outreach, Continued)

Participation on Gender Issues & Status of Women Committees

- USWA
- UTFA
- Graduate Students' Union
- the Faculty of Medicine
- the Faculty of Arts and Science
- Department of Family and Community Health.
- Etc.

Advisory Role to Senior Academic Administrators

The Status of Women Officer participated in a number of initiatives offering opinions on issues within the University

- With the EIAG, developed a position paper on diversity and faculty recruitment presented to President Birgeneau
- At the request of the University's senior administration, wrote an opinion on the enrolment expansion plans, especially on the affect on women from families who are allowing daughters to attend university for the first time.
- Responded to the final draft of the Task Force on Technology-Assisted Education.

www.library.utoronto.ca/wow

The Status of Women Office web site is an important tool enhancing the Office's profile. Frequent advances in information technology lead to frequent opportunities to improve this site. These improvements are the responsibility of the Project Manager, and also provide opportunities to train work study students in useful skills.

The office routinely publicizes events relevant to women staff, students and faculty on campus and provides information on both local and global initiatives. The "Links" pages provide women with an extensive list of on- and off-campus resources for women, research links and useful information. This year saw effective use of the site with a new online registration system for Take Our Daughters to Work Day and the Mentoring Program.

Interactive 'Discus' Website

At the suggestion of work study students, the Office has also worked with the International Students Centre to develop an interactive site for students, using the 'Discus' discussion board software, which will be established in the 2001-2002 academic year.

PROJECTS

In 2000-2001, three major projects were led by the Status of Women Office. It is important to note here that, in order to be able to respond quickly to issues and introduce new initiatives, the Office must guard against becoming the permanent home for a growing list of recurring events and initiatives. Ideally, after a few years, these should be transferred to more appropriate permanent homes. Where appropriate, strategies for transfer are articulated below.

Mentoring Pilot Project

In the context of the University of Toronto's position in one of the most diverse cities in the world, it is widely held that many students feel under-served by the institution for reasons of diversity. The most vulnerable times are points of transition. As a result, the Mentoring Project Working Group decided that the pilot would:

- Be directed towards women of colour, women who are parents or women for whom language, culture or sexuality are barriers.
- Be offered to students at the following transition points: 3rd year undergraduate students, and first and last year graduate students.
- Consist of 50 one-on-one partnerships at the three campuses:
 - UTM 10 undergraduate partnerships
 - UTSc 10 undergraduate partnerships
 - St. George 15 undergraduate and 15 graduate partnerships
 - Integrate opportunities for mentees to network

The Provost's Ethno-cultural Initiatives Fund and the U of T Alumni Association provided modest funding for the program, and considerable research and planning have been conducted. General announcements have gone out about the program, and final plans are being made for the 2001-2002 pilot. Claudia Wittmann, a graduate student in the history and philosophy of science program, has been hired to co-ordinate the program, and is developing a measuring instrument to assess its success.

The primary goal is to make a significant difference in the lives of 100 individuals as relates to their experience at the University, and to find a way for the program to continue for as long as it is needed. In the long run, this will mean transferring the program to the appropriate office(s). In the medium term, specifically for 2002-03, the Office will be expected to continue offering the program; therefore funding for 2002-03 must be secured in 2001-02.

Petitions and Appeals Study

The Petitions and Appeals study was initiated by Judith Globerman, in response to widespread community interest. The research is conducted by the Centre for Applied Social Research, under the general management of the Status of Women Project Manager. The study is examining 1999-2000 petition and appeal requests to the Arts and Science faculty at St. George, UTM, and UTSc. A random sample of 5% of the petition requests are being considered, as well as all of the appeals that flow from the unsuccessful petitions.

The study is jointly funded by the Offices of the Vice-Provost, Students, the Dean of Arts and Science and the Principals at UTM and UTSc. As of this report, the data from the petition sample have been collected and basic reports generated. Data from the Appeals are now being collected. The data will be made available to the participants to enable them to assess the needs of their student client groups.

(Projects, Continued)

Take Our Daughters to Work Day

Since the University began observing this day in 1994, it has become one of the most popular campus events for staff and faculty, and is seen as a useful opportunity for student recruitment. Campus staff, students and faculty are encouraged to bring their daughters or friends to take part in a day-long exploration of the University as a workplace and possible study place. After job-shadowing their parents in the morning, or where that is not possible, attending the Campus Police safety session, the 'daughters' hear a keynote speaker, usually a faculty member speaking about their work, and then depart on campus tours to the participating departments. Each daughter picks one hour-long tour in the department of her special interest.

Organization of this event consumes a considerable amount of staff time, and efforts are continuing to find an alternative home for it. The Office of the Vice-President, Administrations and Human Resources, funded the material costs of the day, including the lunch, room fees and printing costs. Additional one-time-only funding from the Provost's Office made it possible for our Office to organize the event. The day was extremely successful, with 28 departments taking part, and 260 'daughters' participating. UTM has its own Take Our Daughters to Work Day, as will UTSc beginning in 2002.

Take Our Sons to Work Day

Enthusiasm has grown in recent years for a Take Our Sons to Work event. For reasons of sheer numbers, as well as valid evidence about the different learning styles of young men and women, it would be advisable to hold the events separately. It has been proposed that in 2002 the university hold the events on two successive days -Take Our Daughters to Work on the fourth Thursday in April, as is, and Take Our Sons to Work on the Friday. This would enable the University to save on costs of mailings and preparations, as these can be made concurrently.

It is very likely that the Office will organize the event in 2002, however it is envisioned that this will be part of a strategy to secure the necessary additional funding on a permanent basis and involve staff from the event's future permanent home.