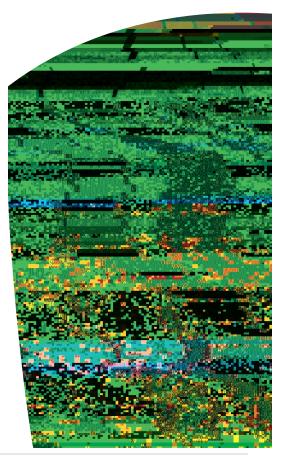CREATING AN INCLUSIVE COMMUNITY
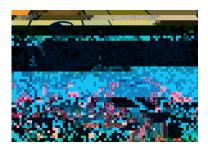
Equity Office

From the Director

2011 was yet another active year for the Equity Office. It is my pleasure to report on the activities and to highlight some of the work we and our partners have accomplished over the past year.

We continue to work with the Senate Educational Equity Committee (SEEC) and the Council on Employment Equity (CEE) on such initiatives as the Student Applicant Census, and Employment Equity reporting.

In collaboration with Human Resources and the Human Rights office we have been working on a certificate program that will offer participants a foundational awareness of the diversity of our community and the ways in which we can ensure inclusivity.

Both the Employment Equity Award and the Steve Cutway Accessibility Award Ceremonies were successful events bringing forward several worthy nominations and attended by many supporters.

We have been very busy once again in the educational aspect of our work. We continue to offer training for faculty hiring committees as well as monitoring

1. Educational Equity

Senate Educational Equity Committee (SEEC)

The SEEC met eight times during the 2011-
focus was reviewing the University Student Appeal Board (USAB) ruling submitted to the SEEC in May 2011. The Senate referred the USAB Report to the SEEC to consider and make recommendations on whether any changes were required to University policies and practices. The SEEC also focused on planning for the development of educational equity guidelines in accordance with section 4 and 5 of the Educational Equity Policy.

In addition to the work mentioned above, the SEEC also discussed programs, policies and initiatives

and the Student Fee Referendum pertaining to OPIRG.

To discuss the above reports, programs, policies and initiatives the SEEC invited the following individuals to participate in SEEC or SEEC sub-committee meetings: Stewart Pinchin, Associate University Registrar, Harry Smith, Coordinator of Dispute Resolution Mechanisms, Anne Marie Grondin, VP Campaigns and Community Affairs, SGPS and Professor Nick Bala, Chair of the USAB.

2010/2011 Student Applicant Equity Census

are shown below. The population surveyed was 21,983. 8,663 applicants responded to the survey. A summary table of the annual census results from 2003 to 2011 is available on the website of the Office of Institutional Research and Planning. The results are based on a 39.4% return rate.

http://www.queensu.ca/irp/accountability/surveys/Equity16Feb12.pdf

2011 Student Population

representation of designated groups in the student population. The ranking is determined by comparing the percentage of

Queen's University Students, 2011						
	Total	Women	Males	Racialized Persons	Aboriginal People	Persons with Disabilities
Undergraduate	20,285	12,377	7,908	1,586	47	450
%	100.0	61.0	39.0	7.8	0.2	2.2
Graduate	4,058	1,995	2,063	296	18	89
%	100.0	49.2	50.8	7.3	0.4	2.2
Total	24,343	14,372	9,971	1,882	65	539
%	100.0%	59.0	41.0	7.7	0.3	2.2
Canadian Population	100.0%	51.0%	49.0%	16.0%	3.7%	14.0%
Canadian Population age 15 to 24	100.0%	50.5%	49.5%	13.5%	5.0%	4.7%
Ontario Population age 15-24	100.0%	50.0%	50.0%	15.3%	2.5%	5.3%
Most under-represented	N/A	1.1808	0.8192	0.5033	0.1068	0.4178
Most under-represented ranking	N/A	N/A	N/A	3	1	2

Aboriginal Vision Gathering

-gathering ses-
sion aimed at finding ways to co-   nvi-
ronment that is responsive to the learning needs of all Aboriginal students.

In his keynote address to participants, Amos Key Jr., Trustee, The Amos Key Jr. E-Learning Institute from the Six Nations of the Grand River community noted that Aboriginal Education Councils are natural strategic partners and leaders and more importantly they represent the community and stakeholders. He suggested that since they already exist, empowering them with more capacity,
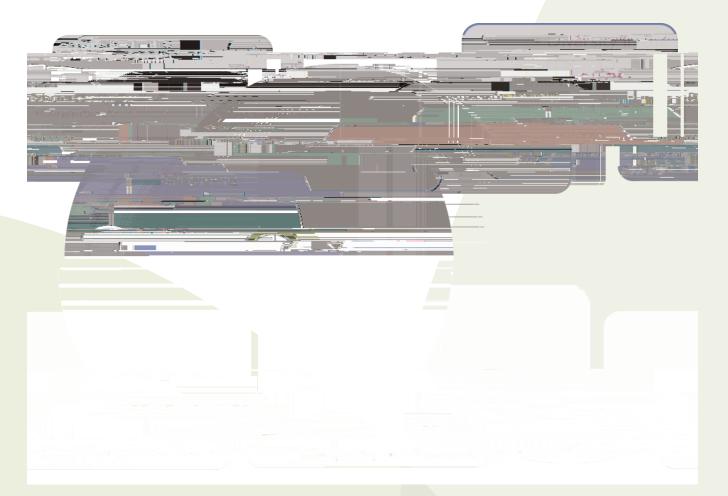
The Equity Diagnostic Tool (EDT)

ts or divisions to better understand working environments and climate relating to equity and diversity, and to assist them in planning exercises.

The Diversity Scorecard and Inclusive Education Framework

The diversity score card is an assessment tool within the EDT used to establish indicators and goals that will enable units to assess

Program

and in the University's Academic Plan.

Four important levers for enacting change: *senior leadership and accountability, vision and buy in, building capacity, and leveraging resources*

www.queensu.ca/equity

2. Employment Equity

Council on Employment Equity (CEE)

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Federal Contractor's Program Action Group (FCP AG)

A sub-

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talented employees from the four designated groups (See chart below).

The FCP AG met eight (8) times in the academic year 2011/2012. The Group participated in the following activities: reviewed the

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compliance), worked with Marketing and Communication on CEE Communication Plan, reviewed all new staff job postings from 2007-2010, reviewed the exit survey process, met with Kingston Immigration Partnership, discussed the Equity Listserv, prepared for the Employment Equity Award, worked on the Research and Contract Hiring Guidelines, presented information regarding the Employment Equity Affinity Groups, reviewed the 2011 Designated Group Representation Rates, discussed a Human Resources learning tool that incorporates Equity, Human Rights and Accessibility, agreed on a process to communicate faculty hiring pro-cesses to the Faculty Offices,   reviewed the Equity Diagnostic Tool, prepared a process for senior search hires, prepared a resource page for advertising to attract more individuals from designated groups and reviewed Staff Hiring guidelines to incorporate equity.

In support of the work of the FCP AG, the Equity Office provides leadership as well as administrative and technical assistance.

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ignated group population over the past six years.

Designated Group Profile							
Designated Groups	2006	2007	2008	2009	2010	2011	Canadian Workforce
Women							
Academic Positions	36.9	37.0	37.8	38.7	38.3	39.2	47.9%
Staff	65.4	65.9	66.2	65.5	65.5	66.1	
Aboriginal People							
Academic Positions	0.7	0.9	1.0	0.9	1.0	0.9	3.1%
Staff	1.4	1.4	1.5	1.3	1.3	1.6	
Persons with Disabilities							
Academic Positions	2.9	2.7	2.6	2.7	2.5	4.1	4.9%
Staff	3.8	3.8	3.9	3.6	3.4	5.3	
Visible Minorities							
Academic Positions	12.5	11.3	12.6	12.9	14.1	12.3	15.3%
Staff	5.2	4.8	5.4	5.8	6.2	5.2	
Totals							
Total Academic Positions	41.6	42.0	41.8	41.1	41.5	41.5	
Total Staff	58.4	58.0	58.2	58.9	58.5	58.5	

Notes:

1. Academic Positions include: Faculty, Academic Assistants, Adjuncts, Archivist, Librarians and Post Doctoral Fellows

2. Staff include the Categories: Executives, General Support, Research and Technical Units.

3. Not included : Student Contracts such as Teaching Assistants

The Employment Equity Award

The Provost and Vice-Principal (A 1 28.o loic)-4( )-5122(Aln)4(d)-5122(Hr)-16rinis Vaes

Employment Equity Plan

The Employment Equity Timeline, a visual representation of the Employment Equity Plan, is a summary of the key monthly activities The

Timeline Plan was developed in October 2011. To view the entire plan, visit the Equity Office website at: www.queensu.ca/equity.

Compliance reports from the Equity Office to the Joint Committee on the Administration of the Agreement (JCAA) document the progress made in meeting

Data Collection

-identification data on all new staff joining the organization
through the   . The Census was sent out three times in 2011 to a total
of 297 new employees.

The category of sexual orientation and gender identity was added to the   in 2011. In light of this addition
and in   staff the
opportunity to revisit the Census. In conjunction with the Census, employees were asked if they would like to be a part of an Employ-
ment Equity Listserv. The University Wide Census was sent out to all active employees in October 2011 and the return rate was 84.6%;
over 450 employees indicated an interest in the Listserv.

Census Response and Returns					
Census #	Total Sent	Returned Answered	Returned Declined to Answer	Not Returned	Return Rate (Returned answered)
#30(Jan-Mar)	84	84	0	0	100.0%
#31 (Apr-June)	50	49	0	1	98.0%
#32(July-Sept)	163	128	1	23	78.5%
University Wide	4073	3445	333	628	84.6%

The following table illustrates the representation rates of the designated group members for all employees in 2011:

Designated Group Profile Jan 2011 to Dec 2011					
Queen's University	Total	Women	Males	Aboriginal People	Persons with Disabilities	Racialized People
Academic Positions	2010	787	1223	18	82	248
Staff	2154	1400	754	35	123	77
Research	864	476	208	10	27	70
Grand Total	4848	2663	2185	63	232	395
Percentage	100.0	54.9	45.1	1.4	3.8	10.0

Equity Exit Survey

To help ensure that we meet our commitment to employment equity, all exiting employees have an opportunity to complete an Equity
Exit Survey. You can find more information regarding the Equity Exit Survey at:
http://www.queensu.ca/equity/content.php?page=ExitSurvey

3. Accessibility/Accommodation

Queen's University is a Large Designated Public Sector Organization – 50+ employees

– ensure that every person who deals with the public and/or who participates in developing policies, practices

www.queensu.ca/equity

The Steve Cutway Accessibility Award

The 2011 Steve Cutway Acce

What to expect in 2012…...

fering information and resources on equity and diversity issues in the workplace through a monthly electronic newsletter.

The newsletter, titled *Equity Matters @ Queen's*, is the first of its kind at

attract and retain the best emplo004C00e first 3>110Q10Q44003440 n[ )]TJET EMC /P AMCID 39>BDC BT1 0 0 1 44.4 525.19 Tm[ )]TJET E

and learning about diversity and equity and to provide resources, knowledge, and tools required to make

It is designed to offer participants a foundational awareness of the diversity of our community and to gain a greater understanding of how we can work together to build a stronger, equitable community on campus.

Participants will gain valuable knowledge and skills to work and lead in an inclusive work environment.

watch for upcoming town hall sessions on the Equity Office

….and so much more!

Current Equity Office Staff

Irène Bujara - Director
bujarai@queensu.ca - ext. 75166
Irène Bujara is the Director of the Equity Office. She is also the Di-

responsibility and commitment to equity, diversity, accessibility, the
Federal Contractors Program and human rights. Irène completed her
Law degree at the University of Ottawa.

Jill Christie - Coordinator, Data Management and Administration
jjc@queensu.ca- ext. 78940
Jill Christie is the Coordinator, Data Management and Administration
in the Equity Office and has worked in the office since 2003. The
majority of her time is spent preparing detailed as well as routine re-
porting and analysis to facilitate decision making and strategic plan-
ning of employment equity at Queens. She administers the data sys-
tems that provide statistical profiles pertaining to the Federal Contrac-
tors Program (FCP), the QUFA Collective Agreement or the Accessi-
bility for Ontarians with Disabilities Act (AODA). Jill also performs
office supervision and planning duties which includes the coordina-
tion of the Senate Educational Equity Committee.

Meri Diamond - Administrative Assistant
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Student Staff

Zahra Remtulla
Student Office Assistant

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