



Equity and Inclusion Office

Annual Report
2012-2013



a place of mind

THE UNIVERSITY OF BRITISH COLUMBIA

Equity and Inclusion Office Annual Report, 2012/13

Introduction

The Equity and Inclusion Office educational and training programs are designed to help UBC faculty, staff and students to benefit fully from the steadily increasing diversity of the University community. The Equity and Inclusion Office fosters a university community that values difference and respects the human rights of all students, faculty and staff. We promote diversity and equity to ensure that everyone has fair and equal access to and is encouraged to fully participate in the educational and employment opportunities of this community. Much of the work of the Equity and Inclusion Office is accomplished through education and training. This report summarizes that work in the academic year of 2012/13.

A central pillar of the Equity and Inclusion Office's education and training is UBC's plan **Valuing Difference: Strategy for Advancing Equity & and Diversity at UBC** (<http://diversity.ubc.ca/>). This 2010 plan aims to embed equity and diversity into UBC's planning and processes and provides an opportunity to engage the UBC community in dialogue about equity issues at UBC, and to expand opportunities and training on equity and diversity initiatives.

The Equity and Inclusion Office is a small office whose mandate covers a population of more than 50,000 students, faculty and staff. Even if the Office could oversee all equity-related activities on campus, we have found that change is most effectively implemented by working within existing structures. Thus, the Equity and Inclusion Office promotes change by acknowledging the autonomy of academic departments and service units. The training goal of the Equity and Inclusion Office is to enable them to integrate equity into their day-to-day operations.

Looking ahead, the Equity and Inclusion Office will continue to advance equity and training initiatives by working with deans and heads of units to encourage them to consider equity issues in their planning, hiring and recruitment as well as collaborating with other units to provide training and education to advance equity at UBC.

The 2012/13 annual report of this office will look different than in previous years. This is, in large part, because the former UBC *Equity Office* underwent significant restructuring throughout 2013 as reflected in its new name: *Equity and Inclusion Office* (EIO). This report includes (1) a summary of *Implementing Inclusion at UBC*, a report on the 2012/12 equity and diversity consultations and recommendations; (2) UBC responses to the *Implementing Inclusion* report; (3) EIO education strategy; (4) EIO's key programs and initiatives; and, (5) UBC's Policy on Discrimination and Harassment.

For more information about our offices, new staff members, educational initiatives and policies, please see our websites at www.equity.ubc.ca and <http://web.ubc.ca/okanagan/equity>.

1 *Implementing Inclusion Report*

The *Implementing Inclusion* report for UBC was released in May 2013 along with the university's Phase 1 and 2 Responses. The University's response was intended as a first phase and there will be future phases during which we will need your thoughts, ideas, and advice to enable all of us to implement and experience inclusion at UBC. You are invited to read the full report, *Implementing Inclusion: A Consultation on Organizational Change to Support UBC's Commitments to Equity and Diversity*. In question and answer format, below is a summary of this report:

What did the consultation reveal?

The consultation looked at six key activities across the UBC system: education and training; scholarship, communication, accommodation, proactive initiatives, and compliance.

The consultation leaders heard widespread, enthusiastic support from all constituencies for UBC's commitment to equity and inclusion. At the same time, they identified three key themes that need attention if UBC is to successfully deliver on this commitment:

One: equity and inclusion activities are spread across many offices, units and individuals and among several portfolios. From a structural and services perspective, people currently experience these activities and services in a fragmented way.

Two: there is no easy way to learn about these activities and services. In other words, they occur within silos and that there is no central communications hub dedicated to informing people and connecting them.

Three: there is no central visible champion for equity and inclusion, leading to a lack of coordination and accountability for achieving institutional goals.

What does the report say about these findings?

While much has been done under the current model, the report indicates that based the findings, UBC must restructure its equity and inclusion activities to achieve its goals.

UBC needs to develop an institution wide framework that better positions equity and inclusion as a strength and integral to UBC excellence. The new framework needs to better integrate the six categories of activities and ensure they are accessible, coherent, transparent, and accountable.

Key characteristics of this new framework include, among other things:

- having visible championship at the Executive level
- coordinating activities through a central hub
- creating an effective communications system
- promote early identification and constructive problem solving
- support innovation and create safe spaces for support and dialogue

What does the report propose?

The report recommends a second model with a single Associate Vice President, Equity and Inclusion

working with four senior leaders who share responsibility for the commitment: the Vice President, Students; the Vice President, Human Resources; and the Provosts on both campuses.

The AVP will monitor, coordinate and integrate equity and diversity activities across campuses. This model also creates an Equity and Diversity Council on each campus to create a forum for discussion and dialog.

This model will see opportunities for informal conflict resolution expanded and diversified. The Ombudsperson office expands to serve staff and faculty, in addition to students, at the Vancouver campus to begin with (the role is new and the Ombudsperson will not start at the Okanagan campus until mid-August). The model includes a Director of Compliance, reporting directly to University Counsel, for formal complaints under Policy 3. Additionally, we will create new roles for workforce planning position, a Provost Faculty Associate and enhanced data analysis and support.

At the UBC Vancouver campus, the Access & Diversity Office mandate will be reviewed and new roles will be created to increase the capacity to address specific areas beyond disability and gender and to support more education, policy change and informal conflict resolution. The model will create new roles that include educator / trainer specialists and an informal resolution/triage position.

What does this mean for the Equity and Inclusion Office?

Implementing the new model requires a different structure that's more integrated across the university, and new roles that focus on education, training, and informal resolution. UBC deeply appreciates the dedication and service of past staff.

Will there be additional resources allocated to support the new model?

In this new structure the resources dedicated to equity and inclusion will increase from 6.8 full-time equivalents to up to 10 full-time equivalents. Funding for the additional resources will come from existing budgets.

In the new model, improvements will be realized through a central hub which will better coordinate, leverage and communicate resources across the system.

New resources are being dedicated to services like education and informal resolution. Importantly, the Ombudsperson office at the Vancouver campus in the beginning will expand from only serving students to also serve staff and faculty. The new AVP will have a renewed system mandate to ensure all groups are being served.

Was the Okanagan campus part of the consultation?

Yes, this was a university-wide consultation. Implementation of the new model gives responsibility directly to the Provost & Vice-Principal and enhances services through a senior-level position on the Okanagan campus.

2 Response to the *Implementing Inclusion* Report

Phase I Response Report

University of British Columbia, May 30, 2013

In January 2013, UBC engaged in a broad-based consultation that considered the structure of existing equity and diversity activities across the University. The consultation was led by human rights lawyer Nitya Iver and UBC Ombudsperson Shirley Nakata, whose mandate was to seek feedback on the current structure and provide recommendations that would enable UBC to fulfill its commitment to equity and inclusion as a core value of *Place and Promise: The UBC Plan*. The consultation concluded in February and following that, their report, entitled *Implementing Inclusion*, was presented to the UBC Executive. The report includes observations, analysis, and two possible models for strengthening equity and inclusion at UBC: a single Vice President model, and an integrated Associated Vice President model.

Overall, the report indicates there is passionate support for equity and inclusion as core values across UBC, and examples of innovative initiatives exist on both campuses. However, the report also reveals that the current structure is not sufficiently supportive of equity and inclusion activities. In order for the university to respond to current and future needs, a more integrated, university-wide approach with greater focus on proactive education and capacity building is necessary. The report recommends the integrated Associate Vice President (AVP) model as the best to improve accessibility, coherence, transparency and accountability in order to cohesively strengthen UBC's capacity to fulfill its commitment to equity and inclusion.

The UBC Response

The UBC Executive has accepted the proposed AVP model and all of its associated recommendations. As well, the Executive acknowledges that the implementation of a more responsive structure is the first phase towards a longer term vision of making significant progress in equity and inclusion on our campuses. The accepted model will establish stronger champions and accountability at the executive level, provide for greater coordination and integration of the wide range of current activities, and focus more resources in education and prevention. By adopting this recommendation, the University embraces a framework that values equity, diversity and inclusion.

Implementation

As a first step to implementing this new vision, the current *Equity Office* will transform into the *Equity and Inclusion Office* with strengthened system leadership resources, and Access & Diversity will be repositioned to provide greater capacity for informal conflict resolution, accommodation and educational programs.

The work required to fully implement this new Associate Vice President - Equity and Inclusion model is significant. A reorganization of the current structure on both campuses is being implemented immediately, with a target completion of August 1, 2013.

In this new structure the number of resources dedicated to equity and inclusion will increase from 6.8 full-time equivalents to up to 10 full-time equivalents. Funding for the additional resources will come from existing budgets.

Elements of the new structure include the following, and may be refined during implementation:

Broader Executive Responsibility

Institutional responsibility for equity and inclusion will be shared among four Executive portfolios: the Provost and VP, Academic; Provost and Vice-Principal (UBC's Okanagan campus); VP, Students; and VP, Human Resources. One of the four portfolios will take the lead on a rotating basis, beginning with the VP, Human Resources, who will be the lead for the next two years.

Integrated Program Leadership

The AVP, Equity and Inclusion will hold overall responsibility for leading equity and inclusion at UBC, through the Equity and Inclusion Office. The AVP will report to the equity and inclusion lead on the UBC Executive—for the next two years, this will be the VP, HR. The four Executive leaders will meet with the AVP on a frequent basis to determine strategy, priorities and resource commitments.

Dr. Gurdeep Parhar, who was the Acting AVP, Equity, will take on this AVP role in the immediate term, until the search for a new AVP, Equity and Inclusion, is complete.

Strengthened Program Functions

Existing roles are being fundamentally changed, and new roles are being added. All roles have institution-wide responsibility unless otherwise indicated below. The new roles build capacity and position the university to be proactive in delivering on its commitments to equity and inclusion.

Subject Matter Experts

- Senior Advisor on Women Faculty, Dr. Rachel Kuske, will continue in this role on the Vancouver campus, and will provide support to colleagues on the Okanagan campus.
- Director, Intercultural Understanding, Alden Habacon, will have an intensified focus on supporting students.

Equity and Inclusion Office

- A new, part-time senior equity and inclusion role at the Okanagan campus will be filled. The position will be responsible for education/training, triage, complaints, and building bridges to the academic community including scholars working in inclusion.
- Communications Coordinator – A new, full-time role will be recruited. In the interim, communications resources in the VP, Students, HR, and Public Affairs portfolios will provide support. This is in response to the need expressed by many, including the Provost's Advisory Committee on Equity and Diversity (PACED), that communication about the various diversity and equity initiatives at UBC needs to be better coordinated.
- Data Analysis Support - PAIR will provide dedicated support in this capacity.
- Workforce Planning – A new part-time role focused on equity will be filled.
- Provost's Faculty Associate (Vancouver campus) – A one-year, part-time faculty secondment. This role will be responsible for faculty outreach and helping to build programs that support equity and inclusion. A comparable position is being considered for the Okanagan campus.
- Executive Assistant, Equity and Inclusion - This is an existing role, and the incumbent Executive Assistant, Equity and Inclusion Office, will fulfill this role.

Access & Diversity

- Educator/Trainers – A new role intended to enable UBC to take a more proactive approach to equity and inclusion by providing expertise, learning initiatives and resources for students, staff,

and faculty. These positions are specific to the Vancouver campus, but learning resources, templates, etc., will be shared between campuses. Two full-time positions will be filled as part of the Access & Diversity team.

- Informal Resolution/Triage – A new full-time role on the Access & Diversity team on the Vancouver campus will be filled.

Office of the Ombudsperson

- The Office of the Ombudsperson will now serve students, faculty, and staff at the Vancouver campus (previously the office had responsibilities for only students). As this role is new to the Okanagan campus and the first Ombudsperson will not be in place until mid-August, this campus needs more time to consider the implementation of this model.

Compliance (Policy 3)

- A new role reporting to University Counsel will be created. Until recruitment for this role is complete, this role will be filled on a contract basis.

Interim Phase

In the interim reorganization phase, members of both campuses may contact:

Access & Diversity

Email: access.diversity@ubc.ca

Tel: 604.822.5844; TTY: 604.822.9049

1874 East Mall, Brock Hall, Vancouver campus

Other services for Okanagan campus students

Aboriginal Programs and Services

Tel: 250.807.8202 UNC 212,

University Centre

<http://www.ubc.ca/okanagan/students/aboriginal> <<http://www.ubc.ca/okanagan/students/aboriginal>>

Disability Resource Centre

Tel: 250.807.9203 UNC 227, University Centre

<http://www.ubc.ca/okanagan/students/drc> <<http://www.ubc.ca/okanagan/students/drc>>

Services for Okanagan faculty and staff

Human Resources

Tel: 250.807.8833 ADM 006,

Administration Building

<http://www.ubc.ca/okanagan/hr> <<http://www.ubc.ca/okanagan/hr>>

Conclusion

The UBC Executive wish to express their gratitude to the report authors for their thoughtful and inspiring work, and the UBC community for actively participating in the process. Our campus communities will be better served as a result of this broad effort and the new structure.

Phase II Response Report

University of British Columbia, October 2013

Implementation

As outlined in May 30th's report, the *Equity Office* has been renamed the *Equity and Inclusion Office*.

Broader Executive Responsibility

Institutional responsibility for the Equity and Inclusion Office is now shared among four Executive portfolios: the Provost and VP, Academic; Provost and Vice-Principal (UBC's Okanagan campus); VP, Students; and VP, Human Resources.

Integrated Program Leadership

The AVP, Equity and Inclusion currently holds overall responsibility for leading equity and inclusion at UBC, through the Equity and Inclusion Office. The AVP reports to the equity and inclusion lead on the UBC Executive. It is anticipated that the position of AVP, Equity and Inclusion will be filled on a permanent basis in early 2014. During the consultation sessions held throughout the summer and early fall of 2013, suggestions were gathered on the attributes the future AVP should demonstrate.

Program Functions

The structure of the new Equity and Inclusion Office adheres to the staffing recommendations outlined in the report. A number of distinct staff roles have been created:

- Executive Assistant to the Equity and Inclusion Office
- Director, Conflict Resolution
- Equity and Inclusion Educators (two)
- Communications Coordinator
- Human Resources position (.5 in the Equity and Inclusion Office and .5 in Human Resources)
- Director of Compliance in the office of University Counsel
- Analyst in the office of Planning and Institutional Research
- Equity and Inclusion Office Educator, UBC Okanagan

Equity and Inclusion Office Associates and Assistants housed in the Office include:

- Senior Advisor to the Provost (SAP) on Women Faculty: This portfolio—appointed by the Office of the Provost and VP Academic and presently housed in the Equity and Inclusion Office—includes promoting faculty diversity and women faculty through policy development, advancement and leadership, ongoing research and assessment, and transformation of the environment. In collaboration with departments, faculties, institutes and centers across UBC as well as peer institutions internationally, we are rebuilding practices and structures for faculty recruitment, review, rewards, recognition, advancement, support, and engagement.
- Assistant to Senior Advisor to the Provost on Women Faculty
- Director of Intercultural Understanding Strategy Development: Integrated into the Office of the Provost and VP Academic and the Equity and Inclusion Office, this portfolio leads the development and implementation of the mid-level strategic plans around the University's commitment to intercultural understanding, specific to Vancouver and Okanagan campuses. The role is focused on catalyzing a culture shift towards intercultural understanding and leading implementation through central coordination, ensuring on-going accountability, and providing support and consultation to units and initiatives that enhance intercultural understanding

amongst students, faculty, staff, and alumni. The portfolio also promotes social sustainability and dynamic interconnectedness and collaboration between related units, and across disciplines and the commitments within *Place & Promise: The UBC Plan*.

- Assistant to Director of Intercultural Understanding Strategy Development
- Strategic Initiatives Manager, Provost's Office (UBC) and Dean's Office (Science): This portfolio works with the Senior Advisor to the Provost to build on institutional and equity data management for assessing the status of women and other under-represented groups as well as intersectionality across the University, to review and transform institutional practices, and to advance diversity-in-leadership initiatives. Building on experience in working climate studies and diversity/equity initiatives within a Faculty, this portfolio also promotes liaisons and knowledge transfer among Faculties.

3 EIO Education Strategy

Going forward, the education strategy of the Equity and Inclusion Office at UBC- Vancouver will be consistent with its new name, with an emphasis on both equity and inclusion. Educational activities undertaken by staff will raise awareness of UBC policies and promote practices to strengthen both equity and inclusion on campus.

In response to the *Inclusion Report* and UBC's *Place and Promise Plan*, a proactive education strategy will be implemented by staff over the next six months to target three groups:

- 1) New UBC community members: Frosh and new faculty will be engaged through training and materials available on-line.
- 2) Key UBC community members: Key administrators and faculty members will be identified for training on UBC policies and issues of inclusion.
- 3) Interning UBC community members: Where training/education does not already exist, the EIO will offer training and on-line resources to prepare UBC students for their various course requirements to be served in the broader community (i.e., co-op students, placement students, etc.).

The goal of this targeted, proactive approach to equity and inclusion education at UBC is to ensure a baseline understanding of equity and inclusion amongst UBC staff, faculty and students.

The Equity and Inclusion will also continue to deliver on the following existing services:

- 1) Positive Space Program and its Advisory Committee
- 2) Training requests from faculty, students and staff
- 3) Outreach through campus events and list-servs

Evaluation will be a central feature of the role of the Equity and Inclusion Office, with evaluation strategies designed to gauge learning and behavioural change amongst participants.

4 Key Programs and Initiatives of the Equity and Inclusion Office

Valuing Difference: A Strategy for Advancing Equity and Diversity

As indicated in the preamble to UBC's Equity and Diversity Strategy, quoted above, UBC's approach to equity and diversity is holistic. We believe that, for the goals of equity and diversity to be achieved and their benefits fully realized, a commitment to those goals must be embedded into institutional policies and practices at all levels and in all parts of the University.

Equity initiatives complement other important planning processes at UBC, including the implementation of the *Aboriginal Strategic Plan*, *Focus on People*, and *Place and Promise*. In addition, the *UBC Statement on Respectful Environment for Students Faculty and Staff* encourages a learning, working and living environment at UBC that values respect, diversity and inclusion.

Promoting UBC's Respectful Environment Statement

The Equity and Inclusion Offices continue to work closely with other units to promote the Respectful Environment Statement across campuses.

The Positive Space Campaign

The Positive Space Campaign, launched in 2002, is an initiative intended to help make UBC more receptive to and welcoming of its lesbian, gay, bisexual, queer, questioning, transgender, transsexual, gender variant, two-spirit and intersex (LGBQTTI) communities, individuals and issues of sexual and gender diversity on campus. Through training and support of volunteer UBC community members, the program aims to create spaces on campus where sexual and gender diversity is supported and valued. These spaces are denoted by the Campaign logo. The Positive Space Campaign has trained over 550 members of the UBC community and the Campaign logo has achieved campus-wide recognition.



Between January 2012 and October 20 2013, a total of 25 Positive Space workshops have been facilitated across UBC Vancouver campus.

Objectives of the Positive Space Campaign

Through the provision of training and support, the Positive Space Campaign aims to achieve the following:

- 1) To challenge patterns of silence around LGBQTTI* issues and persons and to help create a more visibly welcoming, safer and non-exclusionary campus community for all
- 2) To affirm and show commitment for the idea that UBC is enriched and enlivened by the diversity of its community, including LGBQTTI* persons.
- 3) To increase the visibility of and contribute to the development of positive, supportive people and spaces for LGBQTTI* students, staff and faculty at UBC
- 4) To increase awareness, affirmation and education around sexual and gender identity and diversity issues

- 5) To provide a community of resource persons who are knowledgeable about sexual orientation and gender identity issues and resources and willing to support their lesbian, gay, bisexual, queer, transgender and two-spirit colleagues, classmates and community members
- 6) To provide on-going educational sessions and professional development training for the campus community on issues related to sexual and gender diversity.

Strategic Direction

In order to sustain the success of the Positive Space Program, it is important to undertake a review and update of program administration and training. Since its inception in 2002, a program evaluation has never been conducted. As a result, efforts in the next 4 months will align with the following strategic goals:

- 1) To ensure ongoing delivery of the Positive Space training
- 2) To ensure effective delivery of Positive Space training

Meeting with New Administrative Heads of Units Initiative

The Equity and Inclusion Office began an initiative a year ago in which Equity Advisors meet with all new Administrative Heads of Unit (AHU) to provide them with information about the services and programs offered by the Equity and Inclusion Office. The initiative was expanded in 2011. Since then, from the within the former Equity Office, the Associate Vice President, Equity and the Equity Advisors met with 40 new heads, directors and associate deans. These meetings continue to allow us to discuss UBC policies on Discrimination and Harassment and Employment Equity in addition to other equity-related matters that may be of a concern or interest to heads and directors.

Employment Equity

UBC embraces equity and diversity as integral to our academic mission. We encourage and support participation of the widest range of perspectives in our exploration and exchange of knowledge and ideas. An essential component of academic excellence is a truly open and diverse community that actively fosters the inclusion of voices that have been underrepresented or excluded. Thus, UBC is committed to fostering a living, learning, and working environment to which all can contribute and within which all can thrive.

Equity Briefings for Search Committees

In 2010, the Equity and Inclusion Office and Faculty Relations introduced and co-facilitated equity briefings for Decanal searches and other senior academic positions. Equity training was also provided to faculty search committees in 2011. These initiatives, very well received, will continue and expand to include equity hiring guidelines.

Equity Enhancement Fund

This Fund has existed since 1996 and helps academic and administrative units realize capacity for equity by providing funds to assist in the creation of new initiatives that enhance equity across the University. Initiatives considered can benefit students, faculty and/or staff and funds are allocated by the Associate Vice President Equity in consultation with the President's Advisory Committee on Equity, Discrimination and Harassment in Vancouver and the Deputy Vice Chancellor's Committee on Human Rights and Equity

at the Okanagan campus. Invitations for proposals are sought from the campus community annually and information and application guidelines are available on Equity and Inclusion Office websites.

Equity Representatives

The Equity Representatives Program on the Okanagan Campus fosters a stronger flow of information and resources between the Equity and Inclusion Offices and the University community. Equity Representatives from departments and units receive introductory and on-going training on UBC's equity-related policies and procedures as well as equity and diversity issues and skills. As an outreach arm of the Equity and Inclusion Office, Equity Representatives share information about the Equity and Inclusion Office – events, new policies and educational information – and refer members to the Office and other resources to address discrimination and harassment concerns.

In 2011 Okanagan Equity Representatives continued to promote the Program and new Representatives received training. The full group also participated in a number of learning sessions including sessions on revisions made to Policy #3 and safety and stalking in the workplace.

Equity Matters Campaign



The Equity Matters Campaign on the Okanagan campus aims to increase the visibility and interconnection of various equity and diversity issues and events on campus and provide venues to connect like-minded individuals, thus building community and support for various issues simultaneously. The website provides information about upcoming equity-related events and educational information.

Inclusive Campus Initiative

The Inclusive Campus Initiative on the Okanagan campus is a collaborative effort of the Equity and Inclusion Office, the Disability Resource Centre, Campus Security and Facilities and is endorsed by the Deputy Vice Chancellor's Committee on Human Rights and Equity. The Initiative aims to create a more welcoming campus and raises awareness of how and where to seek assistance in relation to physical accessibility barriers, personal safety concerns and discrimination. The decal has been placed in the new building on campus.

Breastfeeding Initiative

The Equity and Inclusion Offices on both campuses have collaborated with Human Resources and the Department of Health, Safety and Environment to help promote and create a network of breastfeeding-friendly spaces across campus. While UBC acknowledges and supports women's right to breastfeed anywhere on campus, this particular Initiative addresses the fact that some mothers prefer to breastfeed their children in more discreet settings for personal, religious or cultural reasons. To support this diversity, a network of private and semi-private spaces across campus continue to be identified to serve as breastfeeding-friendly spaces for students, staff and faculty. Locations for spaces on the Okanagan campus can be accessed at



5 UBC's Policy on Discrimination and Harassment (Policy 3)

The educational mandate and role of the Equity and Inclusion Office to consult, provide information, advice and assistance and to manage University-related discrimination and harassment concerns in a fair and impartial manner under Policy 3 remains based on *The 13 Grounds of Prohibited Discrimination*. Discriminating on any of the following 13 grounds, which the B.C. Human Rights Code declares prohibited grounds of discrimination, violates both the Human Rights Code and UBC's Policy on Discrimination and Harassment.

- Age
- Ancestry
- Colour
- Family Status
- Marital Status
- Physical and Mental Disability
- Place of Origin
- Political Belief
- Race
- Religion
- Sex (including gender and pregnancy)
- Sexual orientation
- Unrelated criminal conviction

The objectives of UBC's *Policy on Discrimination and Harassment* (Policy 3) are to prevent discrimination and harassment on grounds protected by the BC *Human Rights Code* and to provide fair procedures for handling complaints and remedying concerns when allegations of human rights based discrimination and harassment arise. (Personal harassment concerns, those that do not involve a prohibited ground of discrimination, are not included in this Policy. Instead, as has been made explicit in the revised Policy 3, these concerns are addressed under the *UBC Statement on Respectful Environment for Students, Faculty and Staff*). The Policy covers all members of the university community (students, staff and faculty) in areas pertaining to University work, studies, service provision or participation in campus life.

Discrimination and Harassment Conflicts (January 1, 2012 – October 20, 2013)

The following data pertains only to concerns brought to the attention of the Equity and Inclusion Office. As well, the data related to January 2012 to June 2013 reflects ***only those matters still on the record and dating from that period, as of October 2013.***

Concerns brought directly to an Administrative Head of Unit or managed elsewhere in the University without assistance from the Equity and Inclusion Office are not reflected in this annual report.

Table 1

Total Concerns brought to the Equity and Inclusion Office January 2012 – October 20 2013 (N=31)

	2012-2013		
	January 2012 – June 2013	July 2013 – October 2013	Total
Non-Human Rights Related	3	7	10
Human Rights Related	3	16	19
TOTAL	6	23	30

Non-human rights related concerns are those that do not involve any prohibited grounds of discrimination or harassment, as defined by law (for example, race, religion, age, disability, or sex). Instead the concerns may involve interpersonal conflict, bullying/personal harassment, service-related complaints, perceived violations of employment contracts, concerns about administrative or educational fairness, disruptive behaviour, issues of campus and personal safety and similar concerns. As non-human rights related concerns do not fall under the mandate of the *Policy on Discrimination and Harassment*, we may not see these concerns through to resolution. However, we do try to provide the parties who have approached the Equity and Inclusion Office with information and guidance to help them find resolution to their concern through referrals to other departments or non-university agencies or information about other university policies. We may also work with other university departments to create plans or offer tips on these issues. The most common non-human rights-related concerns that come to our offices involve interpersonal conflict concerns encompassed by the *UBC Statement on Respectful Environment for Students, Faculty and Staff*.

The Table provides a broad look at the human rights-related and non-human rights-related concerns that were brought to the Equity and Inclusion Office from July to October 2013, and those from January 2012 to June 2013 that remain active or on file.

During the transitional period while the newly reconfigured office comes up to speed, and the roles of the office and its relationship with other service providers is clarified, it is expected that there will be an increase in the number of consultations and formal file openings occurring. The complexity of consultations is also expected to increase, and will likely be impacted by factors such as the coming into force of the new provisions of the Workers Compensation Act (s.115). We are finding that individuals - students, faculty and staff – may choose to come to Equity and Inclusion or other resources, depending on personal information they have received about available campus resources in the past, or personal preference. As a result, one of the issues under clarification is the relationship between Equity and Inclusion, and other resources at UBC. For years it has been the view of the Equity and Inclusion Office that early prevention, diagnoses, and when possible and applicable, an approach that finds local solutions to local concerns, is the best way to address and resolve issues. Accordingly, the office is exploring during this period an approach to complaint and conflict management that includes prevention, early diagnosis and appropriate referral, as well as close collaboration with other resources and agencies on both Campuses, as well as other remedies that may help prevent reliance on a complaint-based system, while still remaining responsive to incoming concerns.

Those who are concerned that they may have transgressed the Policy are welcome to consult with an Equity Advisor. However, it tends to mainly be Administrative Heads, potential complainants, those acting on another person's behalf and persons who were not covered by the former policy (i.e., non-UBC community members or non-UBC contexts) who consult with the Equity and Inclusion Office most often. Concerns brought to the Equity and Inclusion Office often engage one or more of the prohibited grounds of discrimination listed in the Policy and in the BC Human Rights Code. Table 2 displays the grounds of prohibited discrimination alleged in the human rights based consultations and cases brought to the Equity and Inclusion Office.

Table 2
Alleged Grounds of Prohibited Discrimination, January 2012 – October 20 2013 (N=19)

GROUNDS	
Age	1
Ancestry	
Colour	
Family Status	1
Marital Status	
Physical or Mental Disability	5
Place of Origin	
Political Belief	1
Race	2
Religion	1
Sex/Gender	8
Sexual Orientation	
Unrelated Criminal Conviction	
TOTAL	19

In addition to the specific issues identified in any given complaint, human rights related concerns often allege systemic barriers. Systemic barriers generally fall into three categories: policies and practices, curriculum and environment.

Systemic barriers in policies and practices may involve concerns about ways of doing things that intentionally or unintentionally create a barrier for people on one of more grounds of prohibited discrimination. For example, using forced choice (male/female) gender options on forms that do not allow for non-binary gender options is a systemic barrier to gender variant people in policies and practices. Asking for "mother's and father's names" on enrolment or financial aid documents would also be a systemic barrier as it denies the reality of same sex headed families and single parent headed families.

Systemic barriers in curriculum include concerns about barriers to/in pedagogy, course content, course work, courses of study; an omission, misrepresentation or suppression of avenues of scholarly inquiry

that are related to human rights related grounds could constitute such a barrier. For example, a concern that the approach to teaching the history of a country excludes the contributions of immigrants and indigenous persons could be a concern of systemic discrimination in curriculum.

Systemic environmental barriers include concerns about aspects of the built, social or psychological environment, including physical, communication or attitudinal barriers. For example, holding a lecture in a room that is not wheelchair accessible or having an accessible washroom with a doorway that is not wide enough for most power wheelchairs would be environmental barriers.

The Report prepared as part of the restructuring of the Equity & Inclusion Office - [Implementing Inclusion: A Consultation on Organizational Change to Support UBC's Commitments to Equity and Diversity](#) - outlined clearly that interviewees consistently identified the need for attention to be paid to any systemic issues arising in a given complaint, and measures taken to alleviate those systemic issues, such as education or information sessions, etc.

Conclusion

The Equity Office envisions a community in which human rights are respected and equity is embedded in all areas of academic, work and campus life. Through its leadership, vision and collaborative action, the Equity Office will further UBC's commitment to excellence, equity and mutual respect. [Equity Office Vision Statement]

Resources and Equity and Related Policies and Statements

[Employment Equity Policy # 2](#) (PDF)

[Discrimination & Harassment Policy # 3](#) (PDF)

[Response to At-Risk Behaviour Policy # 14](#) (PDF)

[Advertising of Position Vacancies Policy # 20](#) (PDF)

[Religious Holidays Policy # 65](#) (PDF)

[Accommodation of Students with Disabilities Policy # 73](#) (PDF)

[UBC Statement on Respectful Environment for Students, Faculty and Staff](#)

[Student Code of Conduct](#) (includes academic and non-academic misconduct)

[Duty To Accommodate](#)¹

¹ The Duty to Accommodate is a legal obligation to meaningfully incorporate diversity into the workforce by identifying and removing barriers and eliminating or changing policies and practices, rules and behaviours that adversely impact people based on a prohibited ground of discrimination. The employer must provide accommodation, or provide alternate arrangements to eliminate the discriminatory barrier, unless it would be an undue hardship on the employer to do so, based on factors such as health, safety or cost. The duty to accommodate is a responsibility shared by the employee, employer and union or professional association. Although usually referenced in regard to disability, the duty to accommodate applies to all human rights related prohibited grounds of discrimination. Service providers have a similar duty to accommodate. For more information on the duty to accommodate, see *Creating a Respectful and Inclusive Workforce for Employers with Disabilities* by following the link above.

Equity and Inclusion Office and Related Websites

Diversity at UBC <http://diversity.ubc.ca/>, the website that UBC created in December 2010 to launch **Valuing Difference – A Strategy for Advancing Diversity and Equity at UBC** <http://diversityatubc.sites.olt.ubc.ca/files/2010/11/valuingdifference1.pdf>, is a compilation of diversity and equity-related web links from across the university. Administered by the Equity and Inclusion Office, the website is intended to help facilitate the ability of all students, staff and faculty to find relevant UBC diversity and equity related resources in the areas of employment, academic programs, research, university services, campus involvement and engagement, grants and awards.

The Equity and Inclusion Office websites www.equity.ubc.ca and <http://web.ubc.ca/okanagan/equity/welcome.html> serve as key communication and information tools for our offices. These sites provide extensive information on various forms of discrimination and harassment, services offered, and access to information materials.

We also maintain the following websites.

- <http://www.ubc.ca/okanagan/cyberabuse/welcome.html>, a resource dedicated to Cyber Abuse. Includes definitions, examples, prevention techniques and information on reporting and what to do if you feel like you are a target of cyber abuse.
- <http://equitymatters.ubc.ca/welcome.html>, website specific to the Equity Matters Campaign at the Okanagan campus, listing events and resources.
- <http://positivespace.ubc.ca/>, website specific to the Positive Space Program on the Vancouver campus.

Methodology Notes

The workforce analysis compares UBC's internal workforce of designated equity group members (i.e., Women, Visible Minorities, Aboriginal Peoples, and Persons With Disabilities) with each group's representation in the relevant external labour pool. This is done in order to determine the degree of equity representation in each of the "Level of Position," technically known as Employment Equity Occupational Groups (EEOGs). Determining under-representation and concentration of designated equity group members at UBC makes it possible to develop realistic goals and timetables in achieving greater equity.

The terms "Comparison to Census" and "external labour market" are used to describe people 15 years of age or older who worked in Canada at any time from January 1, 2005 until May 2006 (the time of the last Canadian Census). In prior years' reports this external comparison data was described as "Availability Data" to reflect labour market availability, however we have attempted to use plain language. Canadian labour force data is drawn from the 2006 Canadian Census Employment Equity Data Report, except for Persons With Disabilities, which uses data from the 2006 Participation and Activity Limitation Survey conducted by Statistics Canada. In the latter case, the data refers to people aged 15 to 64 years and who worked sometime in the reference period, October 30, 2006 to February 28, 2007.

Revised data from the Canadian Census from 2011 is expected to become available in late Summer of 2014 and was not available at the time of writing this report.

UBC uses external labour market data at the national level for Senior Managers and University Professors. For all other levels of position we use market data based on municipality, as described in Table 1 of this Report.

For the purposes of this report, numbers of five or less in an overall occupational category are suppressed. We do so for two reasons. First, reporting responses when there are only a few people in an occupational category may have the effect of disclosing personal information. Second, data from such a small sample may be misleading or lead to inaccurate conclusions.

This report was written in February of 2014 as a combined effort involving staff at the Equity and Inclusion Office, Planning and Institutional Research, UBC Human Resources, and with some use of the pre-existing wording of the author of prior year's reports.



Equity and Inclusion Office

Employment Equity Report 2012



a place of mind

THE UNIVERSITY OF BRITISH COLUMBIA

EXECUTIVE SUMMARY

UBC has made commitments in its strategic plan to achieve greater intercultural understanding and to provide employees with suitable opportunities for career advancement, and to recruit the best staff and faculty, all of which requires that we monitor and improve the representation of faculty and staff across bargaining units. This Employment Equity Report constitutes UBC's commitment towards compliance with the Federal Contractors Program (FCP), which requires that employers of a certain size must survey their equity profile and develop an equity plan.

For the Vancouver Campus, Women are over-represented for almost half of levels of positions. There is a particularly high concentration of Women amongst the higher level positions as well as administrative and clerical positions. The number of Aboriginal Peoples is generally small; however, the number has increased from the year prior. The greatest under-representation of Aboriginal Peoples is amongst Senior Managers, and the greatest over-representation amongst Other Manual Workers. The representation of Visible Minorities is at a level above their representation in the Canadian workforce, yet below that of the Vancouver workforce. Representation by Visible Minorities has improved over the prior year. Persons With Disabilities are represented across all levels of position at UBC's Vancouver Campus, however Persons With Disabilities are under-represented and their representation declined over the year prior.

For the Okanagan Campus, Women are represented above the level of the external market. The number of Aboriginal Peoples is generally small; however, the number has increased slightly from the year prior. The representation of Visible Minorities remains at or above the level of the labour market among most levels of position, exceeds the regional norm, and has increased over the year prior. In addition, Persons With Disabilities are generally under-represented amongst almost all levels of position and their representation declined over the year prior.

Regarding our hiring trends on the Vancouver Campus, we hire Women and Aboriginal Peoples at a higher rate than the external labour market. We are also recruiting Visible Minorities at a higher rate than our pre-existing representation, but still below the Vancouver labour market. We hire at a rate that is lower than our pre-existing representation for Persons With Disabilities, which is itself lower than the external labour market.

For University Professors at the Vancouver Campus, the results are more nuanced, in that our current representation and hiring trends for Visible Minorities exceed the national trend, but

fall short of the regional trend. As the national labour market is the normal recruiting pool for this level of positions, the regional under-representation is not the compelling concern.

For the Okanagan Campus, UBC hires Women and Aboriginal Peoples at a higher rate than the external market. The recruitment rate of Visible Minorities is higher than our pre-existing representation, and also above the average for the Kelowna labour market. However, we hire at a rate that is lower than our pre-existing representation for Persons With Disabilities, which is itself lower than the external labour market.

Comparing the faculty and staff representation by race and ethnicity, the Vancouver Campus has an over-representation of White, Arab, Black, Filipino, Japanese, Latin American, South East Asian, and West Asian, but an under-representation of Chinese, Aboriginal Peoples, Korean, and South Asian. The Okanagan Campus has a higher representation of almost all ethnicities compared to the local labour market, except for Aboriginal Peoples, Filipino, and South East Asian.

Regarding sexual orientation and gender identity, 5.9% of the Vancouver Campus self-identifies as either lesbian, gay, bisexual or queer or an analogous term. For the Okanagan Campus, 4.1% of the workforce self-identifies as being a member of this group. In addition, less than one percent identifies as being transgender on the Vancouver and Okanagan Campuses.

Of those on the Vancouver Campus self-identifying as Persons With Disabilities, 31% indicate that they have a physical disability or impairment, 41% indicate they have an invisible disability or impairment, 62% indicate that they have an ongoing medical condition. We also find that 37% of Vancouver faculty and staff indicate that their disability requires some kind of workplace accommodation. Of those on the Okanagan Campus self-identifying as Persons With Disabilities, 29% indicate that they have a physical disability or impairment, 30% indicate they have an invisible disability or impairment, 46% indicate that they have an ongoing medical condition, and 58% indicate that their disability requires some kind of workplace accommodation.

This 2012 report incorporates several changes from the prior year's report. We chose to shorten the report to mostly focus on data that was required by the Federal Contractors Program. Additional tables were generated and are available on request, but they were not included in this report. Please refer to our Table Conversion Key, in the Appendix, for reference purposes to assist those who are comparing this year's tables to the year prior.

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Introduction

The Equity and Inclusion Office envisions a community in which human rights are respected and equity is embedded in all areas of academic, work and campus life. Through its leadership, vision and collaborative action, the Equity and Inclusion Office will further UBC's commitment to excellence, equity and mutual respect.

Vision & Mission Statements, Equity and Inclusion Office

UBC treats employment equity, and human rights, as things that are integrated into our broader commitment towards excellence and mutual respect. We also regard equity and human rights as integrated into our academic pursuits, our working lives, and our involvement in the larger campus community.

The efforts of the Equity and Inclusion Office are part of a broader effort to advance a series of related goals, including several items related to our organizational strategy *Place and Promise*. These include our commitments to Aboriginal Engagement, Outstanding Work Environment, Intercultural Understanding, and repeated commitments to a respectful environment and a non-discriminatory environment which is committed to excellence.

Amongst our key efforts is this Employment Equity Report where we track and report on the representation of designated groups amongst different levels of position for faculty and staff. By “designated groups” we are referring to the four groups designated in the federal Employment Equity legislation; Women, Aboriginal Peoples, Visible Minorities, and Persons With Disabilities. By “levels of position” we are referring to Employment Equity Occupational Group (EEOG), a grouping of all staff into 15 categories based on National Occupational Codes.

The way we track and report this information, is to conduct the UBC Employment Equity Census Questionnaire which asks people to self-identify whether they regard themselves as members of one of the four designated groups. We provide cross-sectional analysis of this data by level of position, equity group, and campus (Vancouver or Okanagan) in order to identify areas where we face challenges and need to attempt to make improvements.

We also track our hiring trends, and we collect and report information on supplemental categories such as ethnicity, sexual diversity, and type of disability.

This report also constitutes UBC's commitment towards compliance with the Federal Contractors Program, which requires that employers of a certain size must survey their equity profile and

develop an equity plan, in order to receive federal contracts beyond a certain dollar amount. As UBC receives significant funding from the Government of Canada, we are committed to compliance to the legislation at the very least, and we will continue to pursue our own equity goals which are above and beyond those required by the legislation.

This 2012 report incorporates several changes from the prior year's report, and for those readers who are comparing reports between years, we point you to our table key in order to match table numbers and page numbers.

Regarding the level of participation in UBC's Employment Equity Census (also known as "return rate"), we should note that the 2012 questionnaire had a higher rate of participation than the year prior. For the Vancouver Campus, participation increased from 55.9% in 2011 to 57.3% in 2012. All levels of position in Vancouver saw an increased participation rate, with the exceptions of Supervisor – Crafts & Trades, Skilled Crafts & Trades, and Semi-Skilled Manual Workers. For the Okanagan Campus, participation increased from 67.6% in 2011 to 70.6% in 2012, with only three of the eleven levels of position reporting a decline. For more information, detailed tables regarding the return rate are provided in the Appendix.

Employment Equity Occupational Groups at UBC

All positions at UBC, either faculty or staff, are classified using the fifteen Employment Equity Occupational Groups (EEOGs) established by the federal government. Table 1 (below) lists these groups, examples of UBC positions in each category, and the geographic area from which we would normally recruit staff. Please note that some of the groups do not apply to the Okanagan Campus.

Table 1
Employment Equity Occupational Groups (EEOGs)

#	Employment Equity Occupational Group (EEOG)	Examples of UBC Positions	Area of Recruitment*
1.	Senior Managers	Associate Vice President, Dean, Deputy Vice Chancellor, President, Registrar, University Librarian, Vice President.	National
2.	Middle and Other Managers	Associate Dean, Chair, Computer Systems Manager, Director, Financial Manager, Food Service Manager, Head.	Municipal
3.	University Professors	Adjunct Professors, Assistant Professor, Associate Professor, Clinical Professor or Instructor, Lecturer, Member Extra Sessional Studies, Professor, Senior Instructor, Sessionals.	National
4.	Professionals (excluding University Professors)	Accountant, Coordinator Student Services, Counselor, Editor, Employee Relations Officer, General Librarian, Genetic Assistant, Physician, Programmer/Analyst, Scientific Engineer, Social Science Researcher.	Municipal
5.	Semi-Professionals and Technicians	Biosafety Officer, Building Inspector, Coach, Engineering Technician, Graphics Supervisor, Horticulturist, Library Assistant, Medical Artist, Research Assistant/Technician, Research Scientist.	Municipal
6.	Supervisors	Accommodation Manager, Accounting Supervisor, Campus Mail Supervisor, Cleaning Supervisor, Head Service Worker, Section Head, Senior Resident Attendant, Supervisor (Administration), Word Processing Coordinator.	Municipal
7.	Supervisors: Crafts and Trades	Farm Manager, Grounds Supervisor, Head Carpenter, Head Plumber, Herd Manager, Mechanical Trades Supervisor, Sub-Head Electrician, Sub-Head Gardener.	Municipal
8.	Administration & Senior Clerical Personnel	Administrative Assistant, Administrator, Budget Analyst, Conference Coordinator, Lab Supervisor, Office Manager, Personnel Assistant, Secretary 1- 5, Senior Admissions Officer, Executive Assistant.	Municipal
9.	Skilled Sales & Service Personnel	Assistant Cook, Commissary Cook, Commissary Baker, First Cook, Head Cook, Relief Cook.	Municipal
10.	Skilled Crafts & Trades Workers	Bricklayer, Carpenter, Electrician, Locksmith, Maintenance Engineer I and II, Painter, Plumber, Sheet Metal Worker, Shift Engineer.	Municipal
11.	Clerical Personnel	Administrative Clerk, Buyer 1 to 3, Clerk 1 to 3, Clinical Office Assistant 1 to 3, Computer Operator, Data Entry Clerk, General Clerk, Mail Clerk, Program Assistant, Store Person.	Municipal
12.	Intermediate Sales & Service	Bookstore Assistant, Computer Salesperson, Dental Assistant, Housekeeper, Patrol Person, Sales Attendant, Sales Clerk, Utility Worker, Waiter/Waitress.	Municipal
13.	Semi-Skilled Manual Workers	Clerk Driver, Farm Worker 1 to 5, Milker, Nursery & Greenhouse Gardener, Printing Operator 2 and 3, Spray Painter, Truck Driver.	Municipal
14.	Other Sales & Service Personnel	Food Services Assistant, Gate Keeper, General Worker, Grocery Clerk, Janitor, Caretaker, Building Supplies Service Worker, Kiosk Attendant, Residence Attendant, Service Worker: Ice Maker.	Municipal
15.	Other Manual Workers	Labourer 2, Labourer 2 (Construction & Heavy), Labourer 3 (Special).	Municipal

* Area of Recruitment: National = "Canada" for both Campuses. Municipal = "Vancouver" for Vancouver Campus and "Kelowna" for the Okanagan Campus.

Representation of Designated Equity Group Members Among Staff and Faculty Vancouver Campus

In Tables 2-5 we provide information on representation of equity groups amongst UBC Vancouver Campus faculty and staff. The data is presented for each designated equity group in a separate table, and includes both 2011 and 2012 data. Changes in the representation of the designated equity groups from one year to the next, in most instances, are small and incremental. We also provide hiring trend data in Table 6 with additional analysis of the dynamic between our hiring and our pre-existing representation of equity groups.

Table 2
Representation of Women (October 31, 2012)
UBC Vancouver Campus

#	Level of Position (EEOG)	Gender					
		2012			% Women 2011	% Women 2012	Comparison to Census
		Women	Men	Total			
1.	Senior Managers	13	23	36	37.1%	36.1%	24.2%
2.	Middle and Other Managers	378	320	698	52.2%	54.2%	38.1%
3.	University Professors	1,299	2,049	3,348	38.4%	38.8%	39.6%
4.	Professionals	1,797	1,057	2,854	64.0%	63.0%	50.6%
5.	Semi-Professionals & Technicians	1,125	628	1,753	62.0%	64.2%	50.5%
6.	Supervisors	134	77	211	64.8%	63.5%	52.5%
7.	Supervisors: Crafts & Trades		33	33		0.0%	17.9%
8.	Administrative & Senior Clerical	858	119	977	88.4%	87.8%	80.5%
9.	Skilled Sales and Service	31	86	117	30.3%	26.5%	41.1%
10.	Skilled Crafts and Trades	4	243	247	0.8%	1.6%	5.9%
11.	Clerical Personnel	518	138	656	79.2%	79.0%	71.6%
12.	Intermediate Sales & Service	309	165	474	64.0%	65.2%	66.2%
13.	Semi-Skilled Manual Workers	5	36	41	11.9%	12.2%	20.4%
14.	Other Sales and Service	378	399	777	48.4%	48.6%	55.7%
15.	Other Manual Workers	4	63	67	5.9%	6.0%	29.0%
Total		6,853	5,436	12,289	55.6%	55.8%	n.a.
National Workforce Population (All Levels of Position)							47.9%
Vancouver Workforce Population (All Levels of Position)							48.4%

n.a.= not applicable or not available

Women at the Vancouver Campus

As we can see in Table 2 above, Women at the UBC Vancouver Campus are represented above the census comparison for almost half of levels of position (EEOG), including such levels as Senior Managers, Middle and Other Managers, Professionals, Semi-Professionals & Technicians, Supervisors, Administrative and Senior Clerical, and Clerical Personnel. There is a particularly high concentration of Women amongst Professionals, Semi-Professionals and Technicians, and Supervisors. The Vancouver Campus also has a high concentration of Women amongst Administrative & Senior Clerical positions, where UBC has 87.8% of positions represented by Women, compared to an already-high census comparison in 81% Women.

Women are under-represented amongst University Professors, although we are within one percent of the census comparison of 39.6%. Women are also under-represented in areas such as Supervisors: Crafts & Trades (where we have no representation by Women whatsoever), Skilled Sales and Service, Skilled Crafts and Trades, Intermediate Sales & Service, Semi-Skilled Manual Workers, Other Sales & Service, and Other Manual Workers.

Table 3
Representation of Aboriginal Peoples (October 31, 2012)
UBC Vancouver Campus

#	Level of Position (EEOG)	Aboriginal Peoples			
		Respondents to the UBC EE Census Questionnaire			Comparison to Census
		# 2012	2011%	2012%	
1.	Senior Managers			0.0%	2.4%
2.	Middle and Other Managers	6	1.6%	1.3%	1.0%
3.	University Professors	21	1.6%	1.4%	0.9%
4.	Professionals	30	1.4%	1.7%	1.0%
5.	Semi-Professionals & Technicians	9	1.3%	1.2%	2.1%
6.	Supervisors			0.0%	1.9%
7.	Supervisors: Crafts & Trades		5.9%	0.0%	2.3%
8.	Administrative & Senior Clerical	16	1.5%	2.5%	1.4%
9.	Skilled Sales and Service			0.0%	1.7%
10.	Skilled Crafts and Trades	4	5.2%	4.9%	2.4%
11.	Clerical Personnel	2	1.4%	0.6%	2.1%
12.	Intermediate Sales & Service	6	2.8%	3.1%	1.7%
13.	Semi-Skilled Manual Workers			0.0%	2.2%
14.	Other Sales and Service	5	1.5%	2.2%	2.2%
15.	Other Manual Workers	2	8.3%	8.0%	3.3%
Total		101	1.5%	1.6%	n.a.
National Workforce Population (All Levels of Position)					3.1%
Vancouver Workforce Population (All Level of Position)					1.8%

n.a.= not applicable or not available

Aboriginal Peoples at the Vancouver Campus

As shown in Table 3 above, the number of employees who self-identified as Aboriginal Peoples is small (1.6% of survey respondents), however the number has increased slightly from the year prior. The low representation of this group may be the result of either the low response rate in the UBC Employment Equity Census, or low representation of this group in the broader workforce (i.e. 1.8% for greater Vancouver). As the numbers themselves are quite small, small changes in representation year-over-year appear to have no discernible pattern. For example we have new data on four levels of position for which we have census questionnaires submitted, but no representation by Aboriginal Peoples. Four levels have increased in representation and seven have declined... yet on average representation has gone up by one-tenth of a percent. In terms of high and low points, we would flag that we have the greatest under-representation of Aboriginal

Peoples amongst Senior Managers, and the greatest over-representation by Other Manual Workers.

Visible Minorities at the Vancouver Campus

The representation of Visible Minorities (Table 4, below) is at a level above their representation in the broader Canadian workforce, yet below that of the Vancouver workforce. However, we continue to improve in relation to the Vancouver workforce.

The representation of Visible Minorities remains at or above the level of the labour market among University Professors, Semi- Professionals and Technicians, Supervisors, Administrative and Senior Clerical, Skilled Sales and Service, Skilled Crafts and Trades, Clerical Personnel, Intermediate Sales and Service, and Other Sales and Service. Levels of position where Visible Minorities continue to be under-represented are Senior Managers, Middle and Other Managers, Professionals, Supervisors: Skilled Crafts and Trades, Semi-Skilled Manual Workers and Other Manual Workers.

In terms of changes from the year prior, UBC has fallen slightly behind on Professionals and pulled slightly ahead of Skilled Crafts and Trades, in comparison to the external market.

Table 4
Representation of Visible Minorities (October 31, 2012)
UBC Vancouver Campus

#	Level of Position (EEOG)	Visible Minorities			
		Respondents to the UBC EE Census Questionnaire			Comparison to Census
		# 2012	2011%	2012%	
1.	Senior Managers		3.3%	0.0%	8.7%
2.	Middle and Other Managers	104	22.9%	22.7%	34.0%
3.	University Professors	268	16.8%	18.0%	15.1%
4.	Professionals	568	33.2%	32.7%	33.2%
5.	Semi-Professionals & Technicians	307	39.6%	39.5%	33.3%
6.	Supervisors	75	56.9%	60.5%	38.0%
7.	Supervisors: Crafts & Trades	2	11.8%	14.3%	27.6%
8.	Administrative & Senior Clerical	205	31.5%	32.5%	30.8%
9.	Skilled Sales and Service	25	75.7%	78.1%	45.3%
10.	Skilled Crafts and Trades	24	27.3%	29.6%	29.0%
11.	Clerical Personnel	172	46.6%	48.9%	38.9%
12.	Intermediate Sales & Service	95	49.2%	49.5%	43.1%
13.	Semi-Skilled Manual Workers	4	33.3%	28.6%	47.6%
14.	Other Sales and Service	146	63.8%	62.9%	51.3%
15.	Other Manual Workers	8	33.3%	32.0%	45.6%
Total		2,003	31.9%	32.4%	n.a.
National Workforce Population (All Levels of Position)					15.3%
Vancouver Workforce Population (All Levels of Position)					38.4%

n.a.= not applicable or not available

Persons With Disabilities at the Vancouver Campus

Persons With Disabilities (Table 5, below) are represented across all levels of position at UBC's Vancouver Campus. The representation of Persons With Disabilities remains below the external labour market, where the Vancouver workforce reports 6.2% of the population being Persons With Disabilities and Vancouver reporting 5.1% of the faculty and staff at the Vancouver Campus. It is interesting, however, that UBC has a higher-than-market representation for Senior Managers, Middle and Other Managers, Semi-Professionals & Technicians, and a wide range of the more junior positions. UBC has an under-representation amongst University Professors, Professionals, Supervisors, and Administrative & Senior Clerical. As these latter groups are somewhat more heavily populated than the others, this would explain why our overall average is below the external market.

Table 5
Representation of Persons With Disabilities (October 31, 2012)
UBC Vancouver Campus

#	Level of Position (EEOG)	Persons with Disabilities			
		Respondents to the UBC EE Census Questionnaire			Comparison to Census
		# 2012	2011%	2012%	
1.	Senior Managers	2	6.7%	6.5%	3.2% ^a
2.	Middle and Other Managers	19	4.9%	4.1%	3.2% ^a
3.	University Professors	55	3.9%	3.7%	4.5%
4.	Professionals	68	4.2%	3.9%	4.5%
5.	Semi-Professionals & Technicians	60	6.1%	7.7%	6.8%
6.	Supervisors	5	3.4%	4.0%	6.2% ^b
7.	Supervisors: Crafts & Trades	1	5.9%	7.1%	6.2% ^b
8.	Administrative & Senior Clerical	25	4.1%	4.0%	6.2% ^b
9.	Skilled Sales and Service	2	8.1%	6.3%	6.2% ^b
10.	Skilled Crafts and Trades	7	9.1%	8.6%	6.2% ^b
11.	Clerical Personnel	27	8.1%	7.7%	6.2% ^b
12.	Intermediate Sales & Service	18	10.7%	9.4%	6.2% ^b
13.	Semi-Skilled Manual Workers	4	16.7%	28.6%	6.2% ^b
14.	Other Sales and Service	21	12.1%	9.1%	6.2% ^b
15.	Other Manual Workers	3	12.5%	12.0%	6.2% ^b
Total		317	5.3%	5.1%	n.a.
National Workforce Population (All Levels of Position)					4.9%
Vancouver Workforce Population (All Levels of Position)					6.2%

Footnotes:

^a = For Comparison to Census data, the data combines Senior Managers with Middle and Other Managers.

^b = Due to small sample size and lack of reliability of comparison to census data for each level of position, we have only provided the average for all levels in the Vancouver area.

n.a. = Not applicable or not available.

New Hires at the Vancouver Campus

In this section, we review our hiring rates (Table 6 below), in comparison to our pre-existing representation of staff and faculty by equity group.

For Women, UBC hires at a higher rate than the external market; 62.7% of our new staff and faculty are Women, compared to 47.9% of Canadian workers and 48.4% of Vancouver workers being Women. We hire a higher-than-average percentage of Women for all levels except for Supervisors, Supervisors: Crafts & Trades, Skilled Sales and Service, and Other Manual Workers.

For Aboriginal Peoples, we hire at a higher rate than most of our external markets; 2.3% of our new faculty and staff are Aboriginal Peoples compared to 1.8% of Vancouver workers being Aboriginal Peoples. Vancouver is our target recruiting market for most levels of positions (i.e. excluding Senior Managers and University Professionals, which is a national labour market). Our representation of Aboriginal Peoples amongst new hires is higher than the benchmark for such levels as Professionals, Administrative & Senior Clerical, Clerical Personnel, and Intermediate Sales & Service. These are mostly areas where we already have relatively strong representation. Meanwhile, we have recruited nobody who is identified as Aboriginal Peoples into the ranks of Supervisors, where we have an under-representation.

For Visible Minorities, we see that we are recruiting at a higher rate (34.2% overall) than our pre-existing representation (32.4% overall) but still below the Vancouver labour market (38.4% overall). In particular, we are recruiting both below our pre-existing representation as well as the external market for such levels as Middle and Other Managers and Professionals. We appear to be catching-up or pulling ahead on the hiring in such areas as Supervisors, Administrative & Senior Clerical, Clerical Personnel, Intermediate Sales & Service, and other Sales & Service. For other groups, the results are mixed or we have insufficient data to report.

For University Professors, the results are more nuanced, in that 18.0% of our current faculty and 27.3% of new hires are Visible Minority, which in both cases exceeds our national labour market of 15.3%. However, if we had not already chosen the national labour market for this group, we would compare less favourably to a Vancouver average of 38.4% Visible Minority. In brief, we exceed the national norm but lag behind the local norm.

For Persons With Disabilities, we recruit at a lower level (at 3.7%) than our pre-existing representation (at 5.1%), which is itself lower than the external market of 6.2%. There is only one level, Semi-Professionals & Technicians, where our baseline and hiring trend exceed the external market. Otherwise, the 2012 hiring trends appear to point towards declining representation amongst Persons With Disabilities.

Table 6

New Hires by Level of Position and by Designated Equity Group (October 31, 2012)

UBC Vancouver Campus

#	Level of Position (EEOG)	Gender					Aboriginal Peoples			Visible Minorities			Pers. w/ Disabilities		
		Women	Men	Total	% Women	Comparison to Census	Number	Percent	Comparison to Census	Number	Percent	Comparison to Census	Number	Percent	Comparison to Census
1.	Senior Managers	x	x	x	x	24.2%	x	x	2.4%	x	x	8.7%	x	x	6.2% ^a
2.	Middle and Other Managers	23	24	47	48.9%	38.1%		0.0%	1.0%	4	15.4%	34.0%	1	3.8%	6.2% ^a
3.	University Professors	190	205	395	48.1%	39.6%	1	0.5%	0.9%	33	27.3%	15.1%	3	2.5%	4.5%
4.	Professionals	317	200	517	61.3%	50.6%	7	3.5%	1.0%	69	27.3%	33.2%	8	3.2%	4.5%
5.	Semi-Professionals & Technicians	315	100	415	75.9%	50.5%	1	1.0%	2.1%	47	37.3%	33.3%	10	7.9%	6.8%
6.	Supervisors	3	7	10	30.0%	52.5%		0.0%	1.9%	4	66.7%	38.0%		0.0%	6.2% ^a
7.	Supervisors: Crafts & Trades	n.a.	n.a.	n.a.	n.a.	17.9%	n.a.	n.a.	2.3%	n.a.	n.a.	27.6%	n.a.	n.a.	6.2% ^a
8.	Administrative & Senior Clerical	125	26	151	82.8%	80.5%	5	19.2%	1.4%	30	35.3%	30.8%	3	3.5%	6.2% ^a
9.	Skilled Sales and Service	4	22	26	15.4%	41.1%	x	x	1.7%	x	x	45.3%	x	x	6.2% ^a
10.	Skilled Crafts and Trades	1	15	16	6.3%	5.9%	x	x	2.4%	x	x	29.0%	x	x	6.2% ^a
11.	Clerical Personnel	78	19	97	80.4%	71.6%	1	5.3%	2.1%	31	52.5%	38.9%	1	1.7%	6.2% ^a
12.	Intermediate Sales & Service	49	21	70	70.0%	66.2%	1	4.8%	1.7%	12	50.0%	43.1%	1	4.2%	6.2% ^a
13.	Semi-Skilled Manual Workers	3	3	6	50.0%	20.4%	x	x	2.2%	x	x	47.6%	x	x	6.2% ^a
14.	Other Sales and Service	60	48	108	55.6%	55.7%	1	2.1%	2.2%	19	61.3%	51.3%		0.0%	6.2% ^a
15.	Other Manual Workers	x	x	x	x	29.0%	x	x	3.3%	x	x	45.6%	x	x	6.2% ^a
Total		1,168	694	1,862	62.7%	n.a.	17	2.3%	n.a.	253	34.2%	n.a.	27	3.7%	n.a.
National Workforce Population (All Levels)						47.9%			3.1%			15.3%			4.9%
Vancouver Workforce Population (All Levels)						48.4%			1.8%			38.4%			6.2%

Footnotes:

a = Due to small sample size and lack of reliability of comparison to census data for each level of position, we have only provided the average for all levels in the Vancouver area.

n.a. = Not applicable or not available.

x = data suppressed due to insufficient data to report.

Representation of Designated Equity Group Members among Staff and Faculty Okanagan Campus

In Tables 7-10 we provide information on representation of equity groups amongst UBC Okanagan Campus faculty and staff. The data is presented for each designated equity group in a separate table, and includes both 2011 and 2012 data. Changes in the representation of the designated equity groups from one year to the next, in most instances, are small and incremental. We also provide hiring trend data in Table 11 with additional analysis of the dynamic between our hiring and our pre-existing representation of equity groups.

Table 7
Representation of Women (October 31, 2012)
UBC Okanagan Campus

#	Level of Position (EEOG)	Gender					
		2012			% Women 2011	% Women 2012	Comparison to Census
		Women	Men	Total			
1.	Senior Managers	4	7	11	53.8%	36.4%	24.2%
2.	Middle and Other Managers	30	22	52	50.0%	57.7%	37.3%
3.	University Professors	190	230	420	43.5%	45.2%	39.6%
4.	Professionals	117	61	178	67.9%	65.7%	56.4%
5.	Semi-Professionals & Technicians	95	45	140	68.9%	67.9%	51.6%
6.	Supervisors	x	x	x	x	x	x
7.	Supervisors: Crafts & Trades	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
8.	Administrative & Senior Clerical	83	7	90	93.4%	92.2%	83.9%
9.	Skilled Sales and Service	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
10.	Skilled Crafts and Trades		6	6		0.0%	5.1%
11.	Clerical Personnel	55	12	67	80.7%	82.1%	77.7%
12.	Intermediate Sales & Service	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
13.	Semi-Skilled Manual Worker	x	x	x	x	x	x
14.	Other Sales and Service		16	16		0.0%	60.8%
15.	Other Manual Workers	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
Total		574	410	984	57.9%	58.3%	n.a.
National Workforce Population (All Levels of Position)							47.9%
Kelowna Workforce Population (All Levels of Position)							48.6%

Footnotes:

n.a. = not applicable or not available.

Please note that the UBC Okanagan Campus does not have any positions that are matched to level of position (EEOG) number 6, 7, 9, 12, 13 and 15. However, we have provided the rows with n.a. in each cell to allow easier comparison to other tables.

x = data suppressed due to insufficient data to report.

Women at the Okanagan Campus

As we can see in Table 7 above, Women at the UBC Okanagan Campus are represented above the census comparison for seven levels of position (EEOG), including such levels as Senior Managers, Middle and Other Managers, University Professors, Professionals, Semi-Professionals & Technicians, Administrative and Senior Clerical, and Clerical Personnel. There is a particularly high concentration of Women amongst Professionals, Semi-Professionals and Technicians. The Okanagan Campus also has a high concentration of Women amongst Administrative & Senior Clerical positions, where UBC has 92.2% of positions represented by Women, compared to an already-high census comparison in 83.9% Women.

For the Okanagan Campus, there are four different levels of position for which we cannot report data (designated as “n.a.”) and four additional levels of position for which we are reporting survey respondents for the first time... but with nobody indicating that they are Women. The latter categories for which we report 0% Women include Skilled Crafts and Trades and Other Sales and Service. We should note that because of the low response rate, and the fact that faculty and staff are being placed in this level of position for the first time in 2012, should motivate us to be cautious about indicating that these levels have an under-representation of Women.

Aboriginal Peoples at the Okanagan Campus

As shown in Table 8 below, the number of employees who self-identified as Aboriginal Peoples is small (2.2% of survey respondents), and is below the Kelowna average of 3.6%. However the number has increased from the year prior. The low representation of this group may be the result of either the low response rate in the UBC Employment Equity Census, or low representation of this group in the broader workforce.

We should note that the UBC Okanagan Campus has a higher-than-market representation amongst most of the more senior levels of position, including Senior Managers, Middle and Other Managers, University Professors, and Professionals. For other levels of position the findings are more varied and increasingly difficult to determine because of small sample size. In general, we can interpret that the Okanagan Campus has a strong representation of Aboriginal Peoples in senior ranks, but we would have to have an under-representation of Aboriginal Peoples amongst the more junior levels in order for the Campus overall average to be below the Kelowna norm.

Table 8
Representation of Aboriginal Peoples (October 31, 2012)
UBC Okanagan Campus

#	Level of Position (EEOG)	Aboriginal Peoples			
		Respondents to the UBC EE Census Questionnaire			Comparison to Census
		# 2012	2011%	2012%	
1.	Senior Managers	1	11.1%	14.3%	2.4%
2.	Middle and Other Managers	3	5.0%	7.9%	1.9%
3.	University Professors	3	0.8%	1.2%	0.9%
4.	Professionals	3	3.4%	2.6%	1.8%
5.	Semi-Professionals & Technicians	1		1.1%	3.5%
6.	Supervisors	x	x	x	x
7.	Supervisors: Crafts & Trades	n.a.	n.a.	n.a.	n.a.
8.	Administrative & Senior Clerical	2	2.8%	2.8%	n.a.
9.	Skilled Sales and Service	n.a.	n.a.	n.a.	n.a.
10.	Skilled Crafts and Trades	x	x	x	x
11.	Clerical Personnel			0.0%	3.4%
12.	Intermediate Sales & Service	n.a.	n.a.	n.a.	n.a.
13.	Semi-Skilled Manual Worker	x	x	x	x
14.	Other Sales and Service			0.0%	7.7%
15.	Other Manual Workers	n.a.	n.a.	n.a.	n.a.
Total		14	1.8%	2.2%	n.a.
National Workforce Population (All Levels of Position)					3.1%
Kelowna Workforce Population (All Levels of Position)					3.6%

Footnotes:

n.a. = not applicable or not available.

Please note that the UBC Okanagan Campus does not have any positions that are matched to level of position (EEOG) number 7, 9, 12, and 15. However, we have provided the rows with n.a. in each cell to allow easier comparison to other tables.

x = data suppressed due to insufficient data to report.

Table 9
Representation of Visible Minorities (October 31, 2012)
UBC Okanagan Campus

#	Level of Position (EEOG)	Visible Minorities			
		Respondents to the UBC EE Census Questionnaire			Comparison to Census
		# 2012	2011%	2012%	
1.	Senior Managers	1	33.0%	14.3%	8.7%
2.	Middle and Other Managers	3	5.0%	7.9%	4.4%
3.	University Professors	45	16.4%	17.4%	15.1%
4.	Professionals	7	5.1%	6.0%	5.0%
5.	Semi-Professionals & Technicians	9	14.3%	9.8%	4.4%
6.	Supervisors	x	x	x	x
7.	Supervisors: Crafts & Trades	n.a.	n.a.	n.a.	n.a.
8.	Administrative & Senior Clerical	4	5.6%	5.6%	3.6%
9.	Skilled Sales and Service	n.a.	n.a.	n.a.	n.a.
10.	Skilled Crafts and Trades	x	x	x	x
11.	Clerical Personnel	5	8.3%	14.7%	3.4%
12.	Intermediate Sales & Service	n.a.	n.a.	n.a.	n.a.
13.	Semi-Skilled Manual Workers	x	x	x	x
14.	Other Sales and Service			0.0%	7.7%
15.	Other Manual Workers	n.a.	n.a.	n.a.	n.a.
Total		74	11.3%	11.7%	n.a.
National Workforce Population (All Levels of Position)					15.3%
Kelowna Workforce Population (All Levels of Position)					5.2%

Footnotes:

n.a. = not applicable or not available.

Please note that the UBC Okanagan Campus does not have any positions that are matched to level of position (EEOG) number 7, 9, 12, and 15. However, we have provided the rows with n.a. in each cell to allow easier comparison to other tables.

x = data suppressed due to insufficient data to report.

Visible Minorities at the Okanagan Campus

The representation of Visible Minorities (Table 9, above) is at a level below their representation in the broader Canadian workforce, yet above that of the Kelowna workforce. Representation by Visible Minorities has increased over the year prior.

The representation of Visible Minorities remains at or above the level of the labour market among seven levels of position including Senior Managers and University Professors. For those levels where we have an under-representation, these tend to be in areas where we have new matches in our equity questionnaire, for which we should interpret the data with caution. Overall, the UBC Okanagan Campus has a strong representation by Visible Minorities in those cases where we are confident in the underlying data.

Table 10
Representation of Persons With Disabilities (October 31, 2012)
UBC Okanagan Campus

#	Level of Position (EEOG)	Persons With Disabilities			
		Respondents to the UBC EE Census Questionnaire			Comparison to Census
		# 2012	2011%	2012%	
1.	Senior Managers			0.0%	3.2% ^a
2.	Middle and Other Managers	1		2.6%	3.2% ^a
3.	University Professors	17	6.8%	6.6%	4.5%
4.	Professionals	4	6.8%	3.4%	4.5%
5.	Semi-Professionals & Technicians	3	3.2%	3.3%	6.2% ^b
6.	Supervisors	x	x	x	x
7.	Supervisors: Crafts & Trades	n.a.	n.a.	n.a.	n.a.
8.	Administrative & Senior Clerical	3	2.8%	4.2%	6.2% ^b
9.	Skilled Sales and Service	n.a.	n.a.	n.a.	n.a.
10.	Skilled Crafts and Trades	x	x	x	x
11.	Clerical Personnel	1	5.6%	2.9%	6.2% ^b
12.	Intermediate Sales & Service	n.a.	n.a.	n.a.	n.a.
13.	Semi-Skilled Manual Workers	x	x	x	x
14.	Other Sales and Service			0.0%	8.7%
15.	Other Manual Workers	n.a.	n.a.	n.a.	n.a.
Total		29	5.1%	4.6%	n.a. ^(c)
National Workforce Population (All Levels of Position)					4.9%
Kelowna Workforce Population (All Levels of Position)					6.2%

Footnotes:

^a = For Comparison to Census data, the data combines Senior Managers with Middle and Other Managers.

^b = Due to small sample size and lack of reliability of comparison to census data for each level of position, we have only provided the average for all levels in the Kelowna area.

n.a. = Not applicable or not available.

Please note that the UBC Okanagan Campus does not have any positions that are matched to Level of Position (EEOG) number 7, 9, 12, and 15. However, we have provided the rows with n.a. in each cell to allow easier comparison to other tables.

x = data suppressed due to insufficient data to report.

Persons With Disabilities at the Okanagan Campus

Persons With Disabilities (Table 10, above) have a level of representation on the Okanagan Campus, at 4.6%, which is below the national workforce average of 4.9% and also below the Kelowna workforce average of 6.2%. In general, we under-represent our comparison market in all levels of position with the exception of University Professors, where we have 6.6% Persons With Disabilities compared to the national average of 4.5%.

New Hires at the Okanagan Campus

In this section, we review our hiring rates (Table 11 below), in comparison to our pre-existing representation of staff and faculty by equity group, for the Okanagan Campus.

For Women, UBC hires at a higher rate than the external market; 69.6% of our new staff and faculty are Women, compared to 47.9% of Canadian workers and 48.6% of Kelowna workers being Women.

For Aboriginal Peoples, we hire at a higher rate than our external markets; 4.8% of our new staff and faculty are Aboriginal Peoples compared to 3.1% of the national workforce and 3.6% of the Kelowna workforce. Our representation of Aboriginal Peoples amongst new hires is higher than the benchmark for such levels as University Professors, Professionals, and Semi-Professionals & Technicians.

For Visible Minorities, we see that we are recruiting at a higher rate (13.5% overall) than our pre-existing representation (11.7% overall) and above the Kelowna average of 5.2%. We recruited a strong representation from Visible Minorities into the ranks of University Professors, Professionals, Semi-Professionals & Technicians, Administrative & Senior Clerical, and Clerical Personnel.

For Persons With Disabilities, we recruit at a lower level (at 2.9%) than our pre-existing representation (at 4.6%), which is itself lower than the external market of 6.2%. There are only two levels, University Professors and Clerical Personnel, where our hiring trend exceeds the external market. Otherwise, the 2012 hiring trends appear to point towards declining representation amongst Persons With Disabilities.

Table 11

New Hires by Level of Position and by Designated Equity Group (October 31, 2012)

UBC Okanagan Campus

#	Level of Position (EEOG)	Gender					Aboriginal Peoples			Visible Minorities			Pers. w/ Disabilities		
		Women	Men	Total	% Women	Comparison to Census	Number	Percent	Comparison to Census	Number	Percent	Comparison to Census	Number	Percent	Comparison to Census
1.	Senior Managers	x	x	x	x	24.2%	x	x	2.4%	x	x	8.7%	x	x	6.2% ^a
2.	Middle and Other Managers	7	2	9	77.8%	37.3%	x	x	2.4%	x	x	4.4%	x	x	6.2% ^a
3.	University Professors	31	18	49	63.3%	39.6%	1	5.6%	0.9%	4	22.2%	15.1%	1	5.6%	4.5%
4.	Professionals	29	16	45	64.4%	56.4%	2	9.5%	1.8%	3	14.3%	5.0%		0.0%	4.5%
5.	Semi-Professionals & Technicians	30	13	43	69.8%	51.6%	1	3.8%	3.5%	4	15.4%	4.4%		0.0%	6.2% ^a
6.	Supervisors	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
7.	Supervisors: Crafts & Trades	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
8.	Administrative & Senior Clerical	22	2	24	91.7%	83.9%		0.0%	3.6%	2	10.0%	3.6%	1	5.0%	6.2% ^a
9.	Skilled Sales and Service	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
10.	Skilled Crafts and Trades	x	x	x	x	5.1%	x	x	4.0%	x	x	4.0%	x	x	6.2% ^a
11.	Clerical Personnel	24	5	29	82.8%	77.7%		0.0%	3.4%	1	8.3%	3.4%	1	8.3%	6.2% ^a
12.	Intermediate Sales & Service	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
13.	Semi-Skilled Manual Workers	x	x	x	x	x	x	x	x	x	x	x	x	x	x
14.	Other Sales and Service	x	x	x	x	60.8%	x	x	7.7%	x	x	7.7%	x	x	8.7%
15.	Other Manual Workers	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
Total		144	63	207	69.6%		5	4.8%		14	13.5%		3	2.9%	
National Workforce Population (All Levels)						47.9%				3.1%				15.3%	4.9%
Kelowna Workforce Population (All Levels)						48.6%				3.6%				5.2%	6.2%

Footnotes:

a = Due to small sample size and lack of reliability of Comparison to Census data for each Level of Position, we have only provided the average for all levels in the Kelowna area.

n.a. = Not applicable or not available.

x = data suppressed due to insufficient data to report.

Supplementary Survey Questions

The UBC Employment Equity Census Questionnaire includes five supplementary questions which are not requirements of the Federal Contractors Program, but UBC has chosen to survey. For supplementary questions, we survey Race/Ethnicity, Sexual Orientation and Gender Identity, and Details Regarding Persons With Disabilities. UBC recognizes that a wide range of groups have been historically discriminated against in ways that limit their full and active participation in the workforce, and there may also be differences within broadly-defined equity groups.

Staff and faculty may decline to answer any or all of the supplementary questions, and all responses are confidential. The response rate for the supplementary questions tends to be lower than that of the designated equity groups.

Representation by Race/Ethnicity

Vancouver Campus

Comparing the faculty and staff representation by race and ethnicity (Table 12 below), we find that UBC reports a workforce that is 66.4% White compared to a labour market comparison of 58.3%, which is a difference of 8.1%. Notably, in the Vancouver region 18.2% of the local workforce is Chinese, but at UBC only 15.5% of staff and faculty are Chinese. UBC under-represents the Vancouver workforce in such ethnicities as Aboriginal Peoples, Chinese (as discussed), Korean, and South Asian. By contrast, our staff and faculty are representative of the local population or has a higher representation than the Vancouver workforce, for such ethnicities as Arab, Black, Filipino, Japanese, Latin American, South East Asian, and West Asian.

Table 12
Representation by Race/Ethnicity (October 31, 2012)
UBC Vancouver Campus

Race/Ethnicity	Faculty and Staff				Comparison to Census
	2009	2010	2011	2012	
Aboriginal Peoples	1.3%	1.3%	1.3%	1.5%	1.9%
Arab	0.9%	0.6%	0.5%	0.6%	0.4%
Black	0.8%	0.8%	0.9%	1.0%	1.0%
Chinese	15.4%	15.3%	15.3%	15.5%	18.2%
Filipino	3.2%	3.7%	3.8%	4.1%	3.8%
Japanese	1.6%	1.6%	1.5%	1.5%	1.2%
Korean	0.7%	0.9%	0.9%	0.9%	2.1%
Latin American	1.9%	2.3%	2.2%	2.3%	1.0%
South Asian	3.9%	4.2%	4.3%	4.5%	9.9%
South East Asian	2.3%	2.2%	2.2%	2.0%	1.6%
West Asian	1.0%	1.2%	1.2%	1.3%	1.3%
White	68.4%	67.3%	67.1%	66.4%	58.3%

Okanagan Campus

Comparing the faculty and staff representation by race and ethnicity (Table 13 below), we find that UBC reports a workforce that is 84.9% White compared to a local labour market which is 94.8% White, which is a difference of 9.9% in the direction of *greater* ethnic diversity. UBC under-represents the Kelowna workforce in such ethnicities as Aboriginal Peoples, Filipino, and South East Asian. However, in all other categories UBC has a higher representation of ethnicities than the local labour market.

Table 13
Representation by Race/Ethnicity (October 31, 2012)
UBC Okanagan Campus

Race/Ethnicity	Faculty and Staff				Comparison to Census
	2009	2010	2011	2012	
Aboriginal Peoples	2.1%	1.7%	1.5%	2.3%	3.8%
Arab	0.9%	0.7%	0.7%	0.6%	0.0%
Black	0.3%	0.5%	0.7%	1.0%	0.4%
Chinese	2.4%	3.1%	2.8%	2.5%	0.9%
Filipino			0.2%	0.2%	0.3%
Japanese	50.0%	0.7%	1.1%	1.4%	0.8%
Korean	0.5%	0.7%	0.7%	0.8%	0.2%
Latin American	0.3%	1.2%	1.1%	0.8%	0.3%
South Asian	2.7%	2.6%	2.2%	2.9%	1.5%
South East Asian	0.3%	0.2%	0.2%	0.2%	0.5%
West Asian	2.7%	2.4%	1.5%	1.8%	0.1%
White	83.5%	84.7%	86.3%	84.9%	94.8%

Representation by Sexual Orientation and Gender Identity

Our survey asks employees to indicate whether they self-identify as persons who are lesbian, gay, bisexual or queer or an analogous term (Table 14 below). For the Vancouver Campus, 5.9% of the workforce self-identifies as being a member of this broader category, which is down slightly from the year prior but still within a 5.5% to 6.1% range reported over the past. For the Okanagan Campus, 4.1% of the workforce self-identifies as being a member of this group, which is up slightly from the year prior but within the 3.8% to 4.4% range reported in the past.

In a separate question, we ask faculty and staff whether they self-identify as transgender. Less than one percent identifies as being transgender on the Vancouver and Okanagan Campuses.

Table 14**Representation by Sexual Orientation and Gender Identity (October 31, 2012)****UBC Vancouver and Okanagan Campuses**

Year	Lesbian, Gay, Bisexual, Queer or Analogous Term ^a		Transgender or Analogous Term ^b	
	Vancouver Campus	Okanagan Campus	Vancouver Campus	Okanagan Campus
2009	5.5%	4.4%	n.a.	n.a.
2010	5.8%	4.1%	n.a.	n.a.
2011	6.1%	3.8%	n.a.	n.a.
2012	5.9%	4.1%	0.4%	0.0%

Footnotes:

a = People were asked: "Do you self-identify as a person who is lesbian, gay, bisexual, queer, or an analogous term?"

b = People were asked: "Do you self-identify as a person who is transgender or an analogous term?"

n.a. = not applicable or not available

Representation of Persons With Disabilities by Type of Disability

Of the staff and faculty who participated in the UBC Employment Equity Census Questionnaire, those who had self-identified as Persons With Disability were asked to respond to four supplementary questions (Table 15 below).

Of those on the Vancouver Campus self-identifying as Persons With Disabilities, 31% indicated that they had a physical disability or impairment, 41% indicated they had an invisible disability or impairment, 62% indicated that they had an ongoing medical condition, and 37% indicated that their disability requires some kind of workplace accommodation. Self-reporting in all four categories has gone up from 2009-2012.

Of those on the Okanagan Campus self-identifying as Persons With Disabilities, 29% indicated that they had a physical disability or impairment, 30% indicated they had an invisible disability or impairment, 46% indicated that they had an ongoing medical condition, and 58% indicated that their disability requires some kind of workplace accommodation. Regarding the types of disability, the three different disability types have declined from 2009-2012, however the requirement for workplace accommodation has gone up.

Table 15**Representation of Persons With Disability by Type of Disability (October 31, 2012)****UBC Vancouver and Okanagan Campuses**

Question	Faculty and Staff							
	UBC Vancouver Campus				UBC Okanagan Campus			
	2009	2010	2011	2012	2009	2010	2011	2012
Physical Disability or Impairment	28%	29%	29%	31%	31%	34%	31%	29%
Invisible Disability or Impairment	34%	34%	35%	41%	49%	46%	44%	30%
Ongoing Medical Condition	57%	57%	57%	62%	46%	46%	46%	46%
Does Your Disability Require Workplace Accommodation?	34%	37%	35%	37%	49%	54%	46%	58%

Representation of Designated Equity Groups by Bargaining Unit

Tables 16 and 17 (below) show the representation by the equity groups according to bargaining unit.

Vancouver Campus

At UBC's Vancouver Campus (Table 16, below) 55.6% of staff and faculty are Women, and there is a particularly high representation by Women in such bargaining units as BCGEU (Child Care), CUPE 2278 (Non-Credit Instructors / English Language Institute), CUPE 2950, Excluded M&P, Exec Admin, AAPS, and Technicians & Research Assistants (Non-Union Techs).

A baseline of 1.6% of faculty and staff are Aboriginal Peoples, which are more predominant in such groups as BCGEU (Child Care), CUPE 116, Excluded M&P, Exec Admin, IUOE 882, and AAPS.

Visible Minorities, which make up 32.3% of staff and faculty, are more highly represented amongst BCGEU (Child Care), CUPE 116, CUPE 2950, Exec Admin, IUOE 882, and Technicians & Research Assistants (Non-Union Techs).

A baseline of 5.1% of faculty and staff are Persons With Disabilities, which are more predominant in such bargaining units as CUPE 116, CUPE 2278 (Non-Credit Instructors / English Language Institute), CUPE 2950, Exec Admin, Senior Executives, and Technicians & Research Assistants (Non-Union Techs).

Table 16

Representation of Designated Equity Groups by Bargaining Unit (October 31, 2012)

UBC Vancouver Campus

Bargaining Unit	Gender				Aboriginal Peoples		Visible Minorities		Pers. w/ Disabilities	
	Women	Men	Total	% Women	Number	Percent	Number	Percent	Number	Percent
BCGEU UBC - Vancouver ^a	127	7	134	94.8%	2	5.7%	15	42.9%	1	2.9%
CUPE116 ^b	827	1,223	2,050	40.3%	15	1.9%	388	50.2%	74	9.6%
CUPE2278 (Non-CR Instructors)	51	19	70	72.9%		0.0%	2	10.5%	1	5.3%
CUPE2950 ^c	1,327	238	1,565	84.8%	13	1.5%	375	41.8%	50	5.6%
Excluded Management & Professional	37	12	49	75.5%	1	3.0%	5	15.2%	1	3.0%
Executive Admin (non-union clerical)	43	4	47	91.9%	1	4.2%	10	41.7%	3	12.5%
Faculty (Faculty Association)	1,209	1,875	3,084	39.2%	21	1.4%	251	17.3%	54	3.7%
Faculty (Non-Faculty Association)	302	438	740	40.8%	4	1.4%	83	28.3%	11	3.8%
International Union of Operation Engineers 882	2	66	68	2.9%	1	4.8%	9	42.9%		0.0%
Management & Professional (AAPS)	2,136	1,197	3,333	64.1%	37	1.7%	672	31.6%	80	3.8%
Service Unit Directors	21	28	49	42.9%		0.0%	5	12.8%	1	2.6%
Sr. Executives	9	11	20	45.0%		0.0%		0.0%	2	11.8%
Technicians & Research Assistants	683	298	981	69.6%	6	1.3%	183	40.9%	37	8.3%
Grand Total	6,774	5,416	12,190	55.6%	101	1.6%	1,998	32.3%	315	5.1%

Footnotes:

a = BCGEU UBC-Vancouver includes BCGEU UBC-Vancouver and BCGEU UBC-Vancouver Kids Club.

b = CUPE116 includes CUPE116 (Aquatic Centre), CUPE116 (Clerk, Secretary, Bookstore), and CUPE116 (Service, Techns, Trades).

c = CUPE2950 includes CUPE2950 (Chan Centre) and CUPE2950 (Clerk, Secretary, Library).

Please note that for reasons of small sample size the following groups have been excluded: Agassiz Farm Workers and Non Union Childcare Auxiliary.

Table 17**Representation of Designated Equity Groups by Bargaining Unit (October 31, 2012)****UBC Okanagan Campus**

Bargaining Unit	Gender				Aboriginal Peoples		Visible Minorities		Pers. w/ Disabilities	
	Women	Men	Total	% Women	Number	Percent	Number	Percent	Number	Percent
BCGEU UBC-Okanagan	186	71	257	72.4%	2	1.2%	14	8.6%	3	1.8%
Executive Admin (non-union clerical)	11		11	100.0%	1	12.5%	1	12.5%	1	12.5%
Faculty (Faculty Association)	193	226	419	46.1%	3	1.1%	46	17.2%	17	6.4%
Faculty (Non-Faculty Association)	9	9	18	50.0%		0.0%	1	16.7%		0.0%
Management & Professional (AAPS)	166	92	258	64.3%	7	4.1%	11	6.4%	8	4.7%
Grand Total	565	398	963	58.7%	13	2.1%	73	11.9%	29	4.6%

Footnotes:

The following groups have been excluded for privacy reasons due to the small number of incumbents: Excluded M&P, Service Unit Directors, Sr. Executives.

Okanagan Campus

At UBC's Okanagan Campus (Table 17, above) 58.7% of staff and faculty are Women, and there is a particularly high representation by Women in such bargaining units as BCGEU Okanagan, Exec Admin, and AAPS. A baseline of 2.1% of faculty and staff are Aboriginal Peoples, which are more predominant in such groups as Exec Admin and AAPS. Visible Minorities, which make up 11.9% of faculty and staff, are more highly represented amongst Exec Admin, Faculty (Faculty Association), and Faculty (No-Faculty Association). A baseline of 4.6% of staff and faculty self-identify as Persons With Disabilities, which are more predominant in such bargaining units as Exec Admin, Faculty (Faculty Association), and AAPS.

Conclusion

In keeping with UBC's commitments to achieve its strategic goals and also to comply with the requirements of the Federal Contractors Program, this report provides several insights about our profile of faculty and staff based on equity designated groups and levels of position.

For the Vancouver Campus, Women are represented above the census comparison for almost half of levels of position. The number of Aboriginal Peoples is small and below that of the regional workforce, but has increased slightly from the year prior. The number of Visible Minorities is at a level above that of the Canadian workforce but below that of the Vancouver workforce. However, we continue to improve our representation of Visible Minorities year-over-year. Persons With Disabilities are represented at a level that is below the external labour market.

Regarding our hiring trends on the Vancouver Campus, we hire Women at a rate which is higher than the external market. For Aboriginal Peoples, we hire at a rate that is higher than our external markets. For Visible Minorities, we are recruiting staff at a rate that is higher than our pre-existing levels, but still at a level that is lower than the local labour market.

For University Professors on the Vancouver Campus, we should note that 18.0% of our current faculty and 27.3% of new hires are Visible Minority, which in both cases exceed our national labour market comparison of 15.3%. However, we fall behind the local labour market which is 38.4% Visible Minority. Since this level of position recruits at the national level, UBC is in the unfortunate position of exceeding our legitimate benchmark but having the appearance of falling behind based on word-on-the-street local comparisons.

For the Okanagan Campus, Women are represented above the level of the external market both overall and for a wide range of levels of position. For Aboriginal Peoples, representation is below the Kelowna average, but has increased from the year prior, and also tends to have a higher of representation in the more senior levels of position. For Visible Minorities, UBC has representation above the Kelowna workforce and this representation has increase over the year prior. In addition, Persons With Disabilities are under-represented overall and in most levels of position.

Regarding our hiring trends on the Okanagan Campus, we hire at a rate that is higher than our external market for both Women and Aboriginal Peoples. We are recruiting Visible Minorities at a higher rate than our pre-existing complement of faculty and staff, and also above the average for the Kelowna labour market. For Persons With Disabilities, we recruit staff at a lower level than our pre-existing representation, which is itself lower than the external labour market.

APPENDIX

Table Conversion Key

In this table (Table 18 below), we list the tables provided in this year's report in sequential order, and also provide the table number and title in the prior year's report (i.e. 2011). This table is intended to assist those who are comparing data year-over-year. We should note that in this year's 2012 Report we chose to shorten the Report to mostly focus on data that was required by the Federal Contractors Program. Additional tables were generated and are available on request, but they were not included in this report. These include a variety of tables regarding women and faculty, and distribution of those in equity groups based on administrative unit. Please note that we have also dropped any comparisons of students to faculty and staff; while meaningful in many respects, this information is not directly relevant to the purposes of this report.

Table 18 – Table Conversion Key**Table Conversion Key - List of Tables From This 2012 Report and the 2011 Counterpart**

New Table No.	New Name of Table	Old Table No.	Title of Old Table (From 2011 Report)
Table 1	Employment Equity Occupational Groups (EEOGs)	Figure 1	Employment Equity Occupational Groups (EEOGs)
Table 2	Representation of Women - Vancouver Campus	Figure 3 (i)	UBC V Representation of Women among Staff and Faculty
Table 3	Representation of Aboriginal Peoples - Vancouver Campus	Figure 3 (ii)	UBC V Representation of Aboriginal Peoples among Staff and Faculty
Table 4	Representation of Visible Minorities - Vancouver Campus	Figure 3 (iii)	UBC V Representation of Visible Minorities among Staff and Faculty
Table 5	Representation of Persons With Disabilities - Vancouver Campus	Figure 3 (iv)	UBC V Representation of Persons with Disabilities among Staff and Faculty
Table 6	New Hires by Level of Position and by Designated Equity Group - Vancouver Campus	Appendix 6	Representation of New Hires of Staff and Faculty at UBC V by Designated Equity Group and by Employment Equity Occupational Group
Table 7	Representation of Women - Okanagan Campus	Figure 3a (i)	UBC O Representation of Women among Staff and Faculty
Table 8	Representation of Aboriginal Peoples - Okanagan Campus	Figure 3a (ii)	UBC O Representation of Aboriginal Peoples among Staff and Faculty
Table 9	Representation of Visible Minorities - Okanagan Campus	Figure 3a (iii)	UBC O Representation of Visible Minorities among Staff and Faculty
Table 10	Representation of Persons with Disabilities - Okanagan Campus	Figure 3a (iv)	UBC O Representation of Persons with Disabilities among Staff and Faculty
Table 11	New Hires by Level of Position and by Designated Equity Group - Okanagan Campus	Appendix 6a	Representation of New Hires of Staff and Faculty at UBC O by Designated Equity Group and by Employment Equity Occupational Group
Table 12	Representation by Race/Ethnicity - Vancouver Campus	Figure 11	Representation of Students, Faculty and Staff by Race/Ethnicity at UBC V
Table 13	Representation by Race/Ethnicity - Okanagan Campus	Figure 11a	Representation of Students, Faculty and Staff by Race/Ethnicity at UBC O
Table 14	Representation by Sexual Orientation and Gender Identity	Figure 12	Representation of Faculty and Staff by Sexual Orientation and Gender Identity and Representation of Students by Sexual
Table 15	Representation of Persons with Disabilities by Type of Disability	Figure 13	Representation of Persons with Disability by Type of Disability
Table 16	Representation of Designated Equity Groups by Bargaining Unit - Vancouver Campus	Appendix 7	Representation of Staff and Faculty at UBC V by Designated Equity Group and by Employment Group
Table 17	Representation of Designated Equity Groups by Bargaining Unit - Okanagan Campus	Appendix 7a	Representation of Staff and Faculty at UBC by Designated Equity Group and by Employment Group
Table 18	Table Conversion Key	n.a.	n/a. (New Table)
Table 19	Return Rate of Employment Equity Questionnaire - Vancouver Campus	Figure 2	Return Rate of UBC's Employment Equity Questionnaire
Table 20	Return Rate of Employment Equity Questionnaire - Okanagan Campus	Figure 2a	Return Rate of UBC's Employment Equity Questionnaire

Return Rate of the UBC Employment Equity Census Questionnaire (October 31, 2012)

This is the fifth Employment Equity Report at UBC that is exclusively using the data gathered from the UBC Employment Equity Census Questionnaire initiated in November 2008. The data used throughout this report is the snapshot of questionnaire results as of October 31, 2012.

Tables 18-19 shows the “return rate” or our percentage participation rate compared to the baseline population, for UBC’s Employment Equity Census Questionnaire by staff and faculty across UBC’s Vancouver and Okanagan. The return rate is 57.3% for the Vancouver Campus which reflects an increase over the prior three years, but below the rate of the first year’s survey in 2008. The return rate is 70.6% for the Okanagan Campus, which also reflects an increase over the three years prior, but below the rate of the first year’s survey in 2008.

The return rate also varies across level of position. At UBC’s Vancouver Campus, the highest return rate remains among Senior Managers and Middle and Other Managers. At UBC’s Okanagan Campus, return rates are highest amongst Administrative & Senior Clerical, and Skilled Crafts and Trades. Return rates have largely increased incrementally with the occasional exception.

Table 19

Return Rate of Employment Equity Questionnaire (October 31, 2012)

UBC Vancouver Campus

#	Level of Position (EEOG)	Return Rate (Vancouver Campus)				
		2008	2009	2010	2011	2012
1.	Senior Managers	97.7%	80.0%	87.9%	88.6%	88.9%
2.	Middle and Other Managers	83.5%	61.1%	69.2%	69.7%	70.9%
3.	University Professors	81.6%	40.3%	49.1%	49.6%	50.8%
4.	Professionals	78.1%	53.6%	63.5%	64.4%	66.6%
5.	Semi-Professionals & Technicians	65.7%	41.8%	53.5%	51.7%	52.2%
6.	Supervisors	85.3%	57.1%	63.1%	64.3%	66.8%
7.	Supervisor-Crafts & Trades	50.0%	40.5%	58.8%	63.6%	57.6%
8.	Administrative & Senior Clerical	83.6%	58.0%	68.5%	68.9%	70.4%
9.	Skilled Sales & Service	62.5%	26.8%	44.8%	44.9%	35.9%
10.	Skilled Crafts and Trades	63.8%	28.0%	39.1%	40.1%	41.7%
11.	Clerical Personnel	74.7%	51.9%	60.2%	58.8%	61.6%
12.	Intermediate Sales & Service	41.6%	32.6%	43.6%	44.9%	47.0%
13.	Semi-Skilled Manual Workers	51.0%	27.3%	51.2%	64.3%	53.7%
14.	Other Sales & Service	63.1%	24.5%	41.9%	40.6%	41.6%
15.	Other Manual Workers	50.6%	26.0%	42.6%	45.6%	47.8%
16.	No Description	74.4%	100.0%	23.1%		
Grand Total		74.2%	45.3%	55.6%	55.9%	57.3%

Table 20**Return Rate of Employment Equity Questionnaire (October 31, 2012)****UBC Okanagan Campus**

#	Level of Position (EEOG)	Return Rate (Okanagan Campus)				
		2008	2009	2010	2011	2012
1.	Senior Managers	100.0%	66.7%	80.0%	76.9%	72.7%
2.	Middle and Other Managers	93.8%	69.0%	82.1%	78.6%	80.8%
3.	University Professors	73.4%	62.2%	69.0%	64.8%	68.1%
4.	Professionals	79.2%	64.7%	73.7%	74.4%	70.8%
5.	Semi-Professionals & Technicians	69.2%	64.6%	72.1%	60.7%	73.6%
6.	Supervisors					0.0%
7.	Supervisor-Crafts & Trades					
8.	Administrative & Senior Clerical	79.7%	75.0%	82.7%	84.6%	85.6%
9.	Skilled Sales & Service					
10.	Skilled Crafts and Trades	60.0%	16.7%	100.0%	100.0%	83.3%
11.	Clerical Personnel	62.0%	53.0%	73.6%	54.6%	58.2%
12.	Intermediate Sales & Service					
13.	Semi-Skilled Manual Workers					0.0%
14.	Other Sales & Service	72.7%	58.3%	61.5%	55.6%	56.3%
15.	Other Manual Workers					
16.	No Description	100.0%	27.1%	21.2%		
Grand Total		75.0%	57.1%	62.2%	67.6%	70.6%

Methodology Notes

The workforce analysis compares UBC's internal workforce of designated equity group members (i.e., Women, Visible Minorities, Aboriginal Peoples, and Persons With Disabilities) with each group's representation in the relevant external labour pool. This is done in order to determine the degree of equity representation in each of the "Level of Position," technically known as Employment Equity Occupational Groups (EEOGs). Determining under-representation and concentration of designated equity group members at UBC makes it possible to develop realistic goals and timetables in achieving greater equity.

The terms "Comparison to Census" and "external labour market" are used to describe people 15 years of age or older who worked in Canada at any time from January 1, 2005 until May 2006 (the time of the last Canadian Census). In prior years' reports this external comparison data was described as "Availability Data" to reflect labour market availability, however we have attempted to use plain language. Canadian labour force data is drawn from the 2006 Canadian Census Employment Equity Data Report, except for Persons With Disabilities, which uses data from the 2006 Participation and Activity Limitation Survey conducted by Statistics Canada. In the latter case, the data refers to people aged 15 to 64 years and who worked sometime in the reference period, October 30, 2006 to February 28, 2007.

Revised data from the Canadian Census from 2011 is expected to become available in late Summer of 2014 and was not available at the time of writing this report.

UBC uses external labour market data at the national level for Senior Managers and University Professors. For all other levels of position we use market data based on municipality, as described in Table 1 of this Report.

For the purposes of this report, numbers of five or less in an overall occupational category are suppressed. We do so for two reasons. First, reporting responses when there are only a few people in an occupational category may have the effect of disclosing personal information. Second, data from such a small sample may be misleading or lead to inaccurate conclusions.

This report was written in February of 2014 as a combined effort involving staff at the Equity and Inclusion Office, Planning and Institutional Research, UBC Human Resources, and with some use of the pre-existing wording of the author of prior year's reports.