

## EMPLOYMENT EQUITY POLICY

### PURPOSE

The purpose of this policy is to establish the policy framework within which the University's employment equity program will be managed, implemented and monitored, consistent with existing policies and collective agreements.

The University agrees that it is better able to advance its essential functions, namely the pursuit, creation and dissemination of knowledge through teaching and research, if members of Equity Seeking Groups are well represented in its workforce.

### SCOPE

This policy applies to all Brock University employees and applicants.

This policy applies to hiring, retention, promotion, leadership, and training processes of the University.

This Policy does not modify or supersede the terms of any collective agreement binding upon the University. This Policy shall be read and interpreted in harmony with the terms of any such collective agreement. In the event that any provision of the Policy is found to be inconsistent with the provisions of a collective agreement, the collective agreement will prevail.

### POLICY STATEMENT

1. Brock University is committed to principles of equity and diversity in the workplace and recognizes the value that diverse faculty and staff bring to the activities and initiatives of the University. The University recognizes the dignity and worth of every person and is committed to removing systemic barriers to employment with the aim of enabling the full participation of every individual in the workplace.
2. Employment equity is an institutional responsibility that fosters inclusion and diversity by building and

maintaining a diverse workforce, which is of benefit to the University community.

3. Employment equity involves sustaining the University's commitment to excellence while ensuring fair and equitable employment processes for all. It also requires the active recruitment and selection of qualified individuals from diverse backgrounds while affirmatively addressing the historic under-representation among members of certain groups (hereafter "Equity Seeking Groups", including:
  - i. Women;
  - ii. Aboriginal Peoples, including those who identify as members of First Nations, Inuit and Métis Peoples;
  - iii. Persons with disabilities;
  - iv. Members of visible minorities and racialized groups;
  - v. Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) persons; and
  - vi. Other such groups designated by legislation or otherwise.
  
4. The University shall achieve and maintain a representative workforce by actively seeking to attract individuals of diverse backgrounds according to the principles of equal opportunity and equitable representation in employment for all current and potential faculty and staff in accordance with this Policy. Brock University commits to:
  - i. Develop and implement an employment equity plan (including goals and timetables) to achieve and maintain representational hiring among faculty and staff, in accordance with existing policies and collective agreements;
  - ii. Design recruitment and selection processes that encourage participation among candidates from diverse backgrounds;
  - iii. Consider individual merit in relation to the essential requirements of the work as the prime criterion for recruiting, hiring, and promoting employees, applicants and those covered by the University's collective agreements;

- iv. Identify and remove discriminatory barriers, including systemic and deliberate practices and policies, to the recruitment, hiring, and promotion of all employees and applicants, including members of Equity Seeking Groups;
  - v. Work with the Joint Committee on Employment Equity and Joint Equity Advisors to implement strategies and special programs to promote equity in the workplace; and
  - vi. Provide leadership and accountability in the area of Employment Equity.
5. The University, in consultation with the University community and its Unions, is responsible for promoting transparency and inclusion when setting long-term and short-term goals for achieving and maintaining a qualified, diverse workforce.
  6. The participation and cooperation of all employees is necessary to successfully implement this Policy and support inclusion in the attraction and retention of employees.
  7. Human Resources and Human Rights and Equity will provide guidance and serve as resources for employment equity initiatives, programs, and practices, including training, education and promotion, that give effect to this Policy.
  8. The University will communicate this Policy and information on employment equity initiatives, including the delivery of ongoing information, measurement tools, performance indicators, and accountability measures regarding compliance with this Policy, by preparing a public report at least every two years.

## DEFINITIONS

**Equity Seeking Groups** is a term that refers to women, members of visible minorities or racialized groups, Indigenous/Aboriginal peoples including those who identify as members of First Nations, Inuit and Métis Peoples, and persons with disabilities (as may be included in the definition of 'designated groups' in the Employment Equity Act, S.C. 1995, c.46, as amended), and that also includes persons who identify as Lesbian, Gay, Transgender and Queer (LGBTQ).

**Diversity** is about what makes each of us unique and includes our backgrounds, personality, life experiences and beliefs. It is a combination of the visible and invisible differences that shape our view of the world, our perspective and our approach.

**Employment Equity** is a program that contributes to the overall effectiveness of an organization because it is a human resource planning tool designed to eliminate barriers in the workplace that may prevent the full participation of all employees and potential employees, including designated and equity seeking group members.

**Federal Contractors Program (FCP)** is a program that requires that provincial organizations with 100 or more employees and who receive at least \$200,000 in federal contracts commit to implementing employment equity with regard to four designated groups: Aboriginal peoples, persons with disabilities, visible minorities, and women.

**Special Programs** are programs that are designed to help disadvantaged groups remove barriers to advancement in employment. It is not discrimination to put in place a 'special' program if it is designed to improve equality of opportunity and help eliminate discrimination for such groups. Special Programs are protected by the Ontario Human Rights Code and the Canadian Charter of Rights and Freedom.

**Under-representation** is defined as having a significantly lower percentage of Equity Seeking Group members in a particular occupational group than would reasonably be expected in comparison to their known availability in the Canadian workforce.

**COMPLIANCE  
AND REPORTING**

This policy falls under the jurisdiction of the Vice-President, Administration. The responsibility for applying, interpreting and monitoring compliance with this Policy is a shared responsibility of Human Resources and with Human Rights and Equity. Unit supervisors are responsible for identifying and addressing violations of this Policy.

Policy owner:	Vice-President, Administration
Authorized by:	Board of Trustees, Human Resources Committee
Accepted by:	Senior Administrative Council
Effective date:	November, 1992

Next review:	March, 2021
Revision history:	March, 2018
Related documents:	<p><b>Legislation:</b>  Human Rights Code (Ontario)  Employment Standards Act (Ontario)  Labour Relations Act (Ontario)  Pay Equity Act (Ontario)  Accessibility for Ontarians with Disabilities Act</p> <p><b>University Policies:</b>  Employment Accommodation Policy  Accessibility Policy  Sexual Assault and Harassment Policy  Respectful Work and Learning Environment Policy  Board of Trustees Diversity and Inclusion Policy</p>