



## EMPLOYMENT EQUITY COMMITTEE

### Terms of Reference

- NAME:** This Committee shall be called the Employment Equity Committee
- STATUS:** The Employment Equity Committee reports to the Senior Executive Team
- MANDATE:** Acts as an advisory body in the development, implementation and monitoring of an employment equity plan and as a forum in which employment equity issues can be discussed.
- MEMBERSHIP:** The Committee shall consist of the members listed below. The term of membership shall be for a three (3) year period.

#### Appointed members

- A representative of the Faculty Association
- A representative of the CUPE
- A representative of the NSGEU
- A representative of the IUOE
- A representative of the IUOE, Security
- A representative of the MPA
- A representative of the Senior Administration
- A representative of the Student Union

#### Resource

- Human Resources and Diversity Advisor
- Manager, Academic Relations

A Chair shall be selected from among the members of the Committee

- MEETINGS:** The Committee shall meet at least four (4) times per year.
- QUORUM:** A majority of the total voting membership shall constitute a quorum.
- FUNCTIONS:** It is the function of the Committee to actively work towards fostering support for and achieving employment equity at the University for Indigenous people, persons with disabilities, African Canadians, other racialized groups, women (the designated groups), persons of any sexual orientations and gender identities and/or expressions, as well as other groups that contribute to the diversification of our campus. The following are functions that fall within this mandate:
1. Receive and analyze aggregate employment equity work force data and recommend measurable goals and timelines for increasing the representation of designated group members in sectors where they are underrepresented when compared to the external qualified workforce;

2. Develop, monitor and update an employment equity plan every three (3) years that encompasses the requirements of the Federal Employment Equity Act.
3. Review and recommend employment policies and procedures that have a favourable effect on the employment status of designated group employees;
4. Promote employee awareness and general understanding of employment equity;
5. Seek opportunities for outreach to designated groups and promote an environment which achieves and celebrates diversity and inclusion.

**REPORTING:**

The Committee shall report periodically to the Human Resources Governance Committee and provide recommendations with respect to any changes in policies and procedures. The Committee shall report annually on the progress of the employment equity plan and prepare other reports as required by the Human Resources Governance Committee and Senior Executive Team.

Approved and recommended by Employment Equity Committee: March 30, 2017

Approved by HRGC: June 2, 2017

Approved by Board of Governors: June 22, 2017