FCP Employment Equity Quick Start Guide

Purpose

Employment and Social Development Canada's (ESDC) Federal Contractors Program (FCP) requires provincially regulated employers with 100 or more employees bidding on federal contracts of $1M or more seek to achieve and maintain a workforce that is representative of the Canadian workforce, including members of the four designated groups under the Employment Equity Act (women, Indigenous persons, persons with disabilities, and racialized persons).

3-Filter Significance Test

1. Gaps of -3 or more may be significant and must be recorded, then apply
2. Gaps of -3 or more with utilization rates (UTR) of 80% or less are significant
3. If gaps between -1 and -3 exist for a designated group in 3 or more EEOGs (columns) and/or in all designated groups within an EEOG (rows) the gaps are significant

However, FCP states if the representation of women in an EEOG is already at 50% or more, you are not required to establish a goal to increase their representation for that EEOG

Population

Dalhousie full-time and permanent part-time employee headcounts on Dec 1st are compared to the StatsCan Census using voluntary self-identification from the Be Counted Census and personnel records. Calculations are completed using the National Occupational Classification (NOC) codes assigned to each position by Human Resources. According to the ESDC method, analysis is completed at the NOC level and then summerized by Employment Equity Occupational Groups (EEOG).

Geographic Comparisons

-EEOG 1, 2, 3 are compared nationally
-EEOG 4, 5, 6, 9 are compared provincially
-EEOG 7, 8, 10, 11, 12, 13, 14 are compared regionally

Why Higher Levels of PD in 2016?

-Increase in self-reporting
-Prevalence tends to increase with age
-Revised and expanded survey
-Improved collection methods, including online survey
-Respondents tended to divulge more information in online format

Labour Market Availability

Overall

Designated Group	2011 NHS 2012 CSD	2016 Census 2017 CSD
F	53.3%	53.3%
RV	12.7%	14.8%
AB	2.2%	3.2%
PD	4.8%	11.2%

Professors & Lecturers

NOC4011

Designated Group	2011 NHS 2012 CSD	2016 Census 2017 CSD
F	43.3%	44.0%
RV	19.1%	21.1%
AB	1.3%	1.4%
PD	3.8%	8.9%

Sample Calculations

EEOG	Description	NOC	Description	National F	National Total	National F%	Dal Total	Dal F	F Exp	F Gap	F UTR
1	Senior Managers	14	Senior managers - health, education, ...	15,245	27,025	56%	30	13	17	-4	77%
		15	Senior managers - trade, broadcasting ...	12,110	53,085	23%	2	1	0	1	219%
		16	Senior managers - construction, trans...	7,650	57,885	13%	1	0	0	0	0%

Females / Total

National F% x Dal Total

Dal F - F Exp

Dal F / F Exp

FCP Employment Equity Significance Testing

If the representation of women in an EEOG is 50% or more, goals to increase representation for that EEOG are not required
*Counts less than 5 and related calculations are redacted

	Total Staff	F Gap	F UTR	RV Gap	RV UTR	INDG Gap	INDG UTR	PD Gap	PD UTR
01 Senior Managers	37	1	104%	-1	58%	-1	0%	3	267%
02 Middle and Other Managers	159	8	109%	-8	70%	0	90%	9	215%
03 Professionals	1,736	68	108%	-6	98%	12	134%	35	122%
04 Semi-Professionals and Technicians	268	-23	78%	19	225%	-8	43%	4	110%
05 Supervisors	54	5	121%	3	210%	3	267%	-19	13%
06 Supervisors: Crafts and Trades	31	1	204%	0	148%	-1	0%	2	
07 Administrative and Senior Clerical ?	552	0	94%	51	227%	2	108%	4	106%
08 Skilled Sales and Service Personnel	2	0	107%	0	0%	0	0%	1	318%
09 Skilled Crafts and Trades Workers	101	4	180%	4	279%	0	94%	3	128%
10 Clerical Personnel	277	0	99%	33	239%	-2	85%	5	113%
11 Intermediate Sales and Service ?.	80	0	94%	1	113%	0	101%	-10	9%
12 Semi-Skilled Manual Workers	12	-1	0%	1	188%	1	214%	-1	0%
13 Other Sales and Service Personnel	177	41	202%	20	199%	0	103%	-15	53%
14 Other Manual Workers	7	-1	0%	2	494%	0	0%	-1	0%
Grand Total	**3,493**	**68**	**104%**	**119**	**123%**	**4**	**103%**	**19**	**105%**

Professors and lecturers

03 4011 University professors and lecturers	1,121	-2	100%	18	108%	11	169%	-6	94%

Non-Academic Professionals

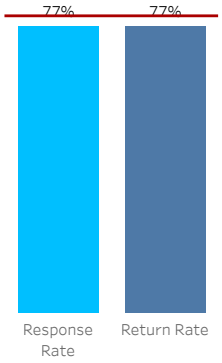
03 Professionals	615	70	119%	-24	82%	1	106%	41	174%

Dec 1st
2023

Sr Admin
All

Unit
All

F	57%	1,979
RV	23%	629
BK	6%	164
ANS	2%	62
INDG	4%	114
MK	2%	43
PD	15%	413
2SLGBTQIA+	14%	390



FCP Employment Equity Professors and Lecturers (NOC 4011)

If the representation of women in an EEOG is 50% or more, goals to increase representation for that EEOG are not required
Faculties and headcounts of less than 5 are redacted

	Total Staff	F Gap	F UTR	RV Gap	RV UTR	INDG Gap	INDG UTR	PD Gap	PD UTR
Agriculture	89	-5	87%	3	117%	1	164%	-1	88%
Architecture & Planning	26	-2	79%	-1	73%	0	0%	2	172%
Arts & Social Sciences	142	0	99%	-3	90%	1	154%	-2	87%
College of Sustainability	5	1	136%	1	189%	0	0%	2	447%
Computer Science	57	-12	52%	7	158%	1	256%	2	137%
Dentistry	44	4	119%	0	97%	-1	0%	-2	51%
Engineering	104	-26	44%	26	218%	-1	0%	-4	54%
Health	154	45	167%	-9	74%	5	331%	2	116%
Management	71	1	102%	3	120%	1	205%	-2	63%
Medicine	159	-6	91%	2	107%	-1	46%	-6	56%
Schulich School of Law	36	3	120%	-2	79%	3	608%	1	124%
Science	227	-6	94%	-10	79%	2	161%	2	108%

Dec 1st
2023

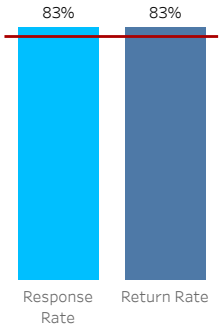
Sr Admin
All

Unit
All

F	44%	491
RV	27%	255
BK	5%	43
ANS	1.1%	10
INDG	3%	26
MK	1.0%	9
PD	10%	94
2SLGBTQIA+	11%	104

Rank: All, All

Full Professor	355	-43	72%	-6	92%	-1	82%	-14	57%
Associate Professor	287	-2	98%	7	112%	2	152%	7	129%
Assistant Professor	207	6	107%	23	153%	5	282%	-4	81%
Lecturer	9	0	101%	0	105%	1	810%	0	124%
Instructor Stream	262	37	132%	-6	89%	3	195%	4	115%
Librarian	1	1	227%	0	0%	0	0%	0	0%
Grand Total	**1,121**	-2	**100%**	**18**	**108%**	**11**	**169%**	-6	**94%**



FCP Employment Equity DFA by Appt

DFA classifications of DM and RD, including NOCs: 4011 Professors and lecturers, 4151 Psychologists, and 5111 Librarians
If the representation of women in an EEOG is 50% or more, goals to increase representation for that EEOG are not required
*Counts less than 5 are redacted

	Total Staff	F Gap	F UTR	RV Gap	RV UTR	INDG Gap	INDG UTR	PD Gap	PD UTR
Full Professor	312	-43	69%	-5	93%	0	93%	-14	50%
Associate Professor	251	-8	93%	3	106%	2	144%	8	134%
Assistant Professor	178	5	107%	20	155%	5	319%	-1	94%
Lecturer	9	0	101%	0	105%	1	810%	0	124%
Instructor Stream	250	34	130%	-5	91%	4	202%	3	112%
Counselor	9	0	91%	2	284%	1	704%	1	248%
Librarian	27	1	104%	1	122%	1	314%	2	166%
Grand Total	**1,036**	**-11**	**98%**	**17**	**108%**	**13**	**191%**	**-1**	**98%**

Appointment

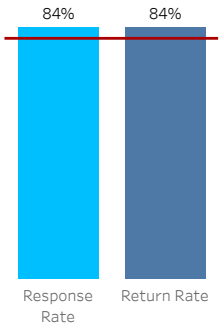
Tenured/Tenure Stream	703	-46	85%	22	115%	6	164%	-7	89%
Without Term/Continuing	194	25	126%	-5	87%	3	203%	2	110%
Limited Term Appointment	139	10	117%	0	99%	4	310%	4	129%
Grand Total	**1,036**	**-11**	**98%**	**17**	**108%**	**13**	**191%**	**-1**	**98%**

Dec 1st
2023

Sr Admin
All

Unit
All

F	44%	458
RV	27%	232
BK	5%	40
ANS	1.2%	10
INDG	3%	28
MK	1.2%	10
PD	11%	91
2SLGBTQIA+	12%	102



FCP Gaps 2019-2023

Goals set in 2020 to reduce the gap between racialized non-academic professionals by 50%, reduce the gap of persons with disabilities by 50%, and reduce the remaining gaps by 80%. If the representation of women in an EEOG is already at 50% or more, you are not required to establish a goal to increase their representation for that EEOG.

Sr Admin All

Unit All

		F Gap					Goal	RV Gap					Goal	INDG Gap					Goal	PD Gap					Goal	# Gaps				
01	Senior Managers	0	0	0	0	1		-2	0	-1	-1	-1		-2	-1	-1	-1	-1	0	3	4	4	4	3		2	2	3	3	2
02	Middle and Other Managers	4	5	11	10	8		-16	-16	-15	-13	-8	-3	0	-2	-1	-2	0	0	5	3	8	8	9		1	2	2	2	1
03	Professionals	60	76	74	70	68		-49	-30	-13	-15	-6	-6	6	9	12	14	12		-24	-11	9	13	35	-5	2	2	1	1	1
04	Semi-Professionals and Technic..	-21	-19	-22	-26	-23	-4	15	21	24	22	19		-6	-3	-7	-7	-8	-1	-12	-11	-3	-2	4	-6	3	3	3	3	2
05	Supervisors	6	8	10	6	5		4	6	7	6	3		2	2	2	3	3		-17	-18	-19	-19	-19	-9	1	1	1	1	1
06	Supervisors crafts and trades	-1	0	0	1	1	0	-1	-1	0	0	0	0	-1	-1	-1	-1	-1	0	2	2	2	2	2		3	2	1	1	1
07	Administrative and Senior Cleri..					0		9	17	31	39	51		-1	2	0	-1	2		-21	-12	-5	-4	4	-6	2	1	2	3	1
	Administrative and Senior Cleri..	9	9	0	0			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
08	Skilled Sales and Service Perso..	0	0	0	0	0		0	1	2	1	4		-2	-2	-1	-1	0	0	-6	-5	-2	-1	3	-2	2	2	2	2	0
09	Skilled Crafts and Trades Work..	1	1	0	2	4		25	31	34	36	33		-7	-6	-5	-2	-2	-1	-18	-13	-3	-1	5	-7	2	2	2	2	2
10	Clerical Personnel	21	17	17	8	0		2	3	1	1	1		-1	-1	-1	0	0	0	-5	-9	-6	-8	-10	-4	2	2	2	1	2
11	Intermediate Sales and Service ?.					0	0	0	1	1	0	1		0	0	0	1	1		-1	-2	-2	-1	-1	-1	2	1	2	2	2
	Intermediate Sales and Service ..	2	2	4	0			29	27	24	20	20		1	1	3	2	0		-15	-16	-13	-14	-15	-8	1	1	1	1	1
12	Semi-Skilled Manual Workers	-2	0	-1	-1	-1	0	2	1	1	1	2		1	0	0	0	0	0	-1	0	-1	-1	-1	0	1	1	1	1	2
13	Other Sales and Service Person..	61	58	60	48	41		**17**	**61**	**95**	**97**	**119**		**-11**	**-4**	**-2**	**4**	**4**	**-1**	**-111**	**-88**	**-31**	**-25**	**19**	**-44**	**24**	**22**	**23**	**23**	**18**
14	Other Manual Workers	0	-1	0	0	-1																								
Grand Total		**141**	**154**	**148**	**98**	**68**																								

Professors and lectuerers

03	4011 University professors and..	2	15	11	-7	-2		-11	-5	9	12	18	-1	0	2	6	10	11		-34	-23	-14	-15	-6	-11	2	2	1	2	2

Non-Academic Professionals

03	Professionals	58	61	63	76	70		-39	-24	-22	-27	-24	-12	5	7	6	4	1		10	12	23	27	41		1	1	1	1	1

FCP Employment Equity Masked Detail

If the representation of women in an EEOG is 50% or more, goals to increase representation for that EEOG are not required
*Counts less than 5 and related calculations are redacted

Sr Admin
All

Unit
All

Dec 1st
2023

		Total	F*	F	F Exp*	F Gap*	RV*	RV	RV Exp*	RV Gap	INDG*	INDG	INDG Exp*	AB Gap	PD*	PD	PD Exp*	PD Gap	2SLGBTQIA+*	2SLGBTQIA+
01	Senior Managers	37	21	57%	20	1	<5		*	-1	0	0%	1	-1	5	16%	2	3	5	16%
02	Middle and Other Managers	159	93	58%	85	8	18	13%	26	-8	<5		*	0	17	12%	8	9	10	7%
03	Professionals	1,736	933	54%	865	68	363	25%	369	-6	47	3%	35	12	190	13%	155	35	196	14%
04	Semi-Professionals and Technicians	268	83	31%	106	-23	34	19%	15	19	6	3%	14	-8	37	20%	33	4	27	15%
05	Supervisors	54	29	54%	24	5	5	13%	2	3	<5		*	3	<5		*	-19	7	18%
06	Supervisors: Crafts and Trades	31	<5		*	1	<5		*	0	0	0%	1	-1	<5		*	2	0	0%
07	Administrative and Senior Clerical ?	552	460	83%	489	0	92	21%	41	51	23	5%	21	2	82	19%	78	4	71	17%
08	Skilled Sales and Service Personnel	2	<5		*	0	0	0%	0	0	0	0%	0	0	<5		*	1	0	0%
09	Skilled Crafts and Trades Workers	101	8	8%	4	4	6	9%	2	4	5	7%	5	0	13	19%	10	3	10	15%
10	Clerical Personnel	277	216	78%	218	0	57	26%	24	33	10	5%	12	-2	45	21%	40	5	46	21%
11	Intermediate Sales and Service ?.	80	51	64%	54	0	6	16%	5	1	<5		*	0	<5		*	-10	<5	
12	Semi-Skilled Manual Workers	12	0	0%	1	-1	<5		*	1	<5		*	1	0	0%	1	-1	0	0%
13	Other Sales and Service Personnel	177	82	46%	41	41	41	44%	21	20	11	12%	11	0	17	18%	32	-15	17	18%
14	Other Manual Workers	7	0	0%	1	-1	<5		*	2	0	0%	0	0	0	0%	1	-1	0	0%

Professor and lecturers

		Total	F*	F	F Exp*	F Gap*	RV*	RV	RV Exp*	RV Gap	INDG*	INDG	INDG Exp*	AB Gap	PD*	PD	PD Exp*	PD Gap	2SLGBTQIA+*	2SLGBTQIA+
03	4011 University professors and lectu..	1,121	491	44%	493	-2	255	27%	237	18	26	3%	15	11	94	10%	100	-6	104	11%

Other Professionals

		Total	F*	F	F Exp*	F Gap*	RV*	RV	RV Exp*	RV Gap	INDG*	INDG	INDG Exp*	AB Gap	PD	PD*	PD Exp*	PD Gap	2SLGBTQIA+*	2SLGBTQIA+
03	Professionals	615	442	72%	372	70	108	22%	132	-24	21	4%	20	1	19%	96	55	41	92	19%

FCP Workforce Analysis Methods

Data Collection & Analysis: The Dalhousie Census was launched in 2015, but Dalhousie has been collecting demographic data since 1989 and disaggregating demographic data since at least 2000. We integrate voluntary self-identity information throughout the Dalhousie Census, personnel records, admissions, and internal surveys, using the most recent responses per year. Equity-deserving groups are not mutually exclusive. Representation is determined based on total responses, except for women, where the total population is used due to near-complete gender self-identification. Return rate includes all census or survey activities, with valid responses being those where at least one self-identification field is answered as Yes/No/Prefer not to respond. Headcounts of less than 5 are redacted.

Equity Deserving Groups:
-Women are individuals who self-identify as a woman.
-Racialized persons are individuals non-white in colour (excluding Indigenous persons) living in predominantly white cultures, regardless of their place of birth or citizenship. African Nova Scotians, who may also identify as 'Indigenous Black,' 'Scotian,' or 'Africadian,' form a distinct population with collective rights tied to over 52 land-based communities in Nova Scotia. Black/African individuals are included in the category of racialized persons, and African Nova Scotians are part of the total count of racialized persons and Black/African individuals.
-Indigenous persons are the original inhabitants of North America/Turtle Island and their descendants. Mi'kmaq individuals are a subset of this figure.
-Persons with a disability are individuals with a chronic, long-term, or recurring physical, sensory, mental, learning, or intellectual impairment that, in interaction with a barrier, hinders their full and effective participation in society.
-2SLGBTQIA+ communities are individuals who identify as two-spirit, lesbian, gay, bisexual, pansexual, transgender, gender independent, queer, and/or questioning, among other identity markers. According to Statistics Canada (2018), 2SLGBTQ+ individuals make up 4% of Canada's population aged 15 years and older.

Employee Classifications: Full-time and permanent part-time employees as of December 1st, categorized into various groups: DPMG, DFA, Faculty Non-Union, NSGEU Local 99 Salary, Supplementary Staff (excluding exception payments), Professional, NSGEU Local 77, Research DPMG, Research Faculty DFA, Research Faculty Non-Union, Research NSGEU 77, Research Senior Management Faculty, Research Senior Management Staff, Confid Clerical Secretarial, Senior Management Faculty, Senior Management Staff. It's worth noting that employees at the Kellogg Library fall under the Schulich School of Law. ECLS_CODE: AM, DM, FM, IB, KM (excluding 999986), MM, NM, RA, RD, RE, RF, RX, RZ, SM, XM, YM.

Glossary of Terms
ESDC Guidelines

Employee Classifications

01 Senior Managers	Faculty Non Union >= 50% Senior Administration
02 Middle and Other Manag..	DFA DPMG AD04 DPMG AD05 DPMG AD06 DPMG AD07 DPMG AD08 DPMG AD09 Other Staff Research DPMG AD07 Research DPMG AD08 ...
03 Professionals	DFA DPMG AD04 DPMG AD05 DPMG AD06 DPMG AD07 DPMG AD08 DPMG AD09 Faculty Non Union >= 50% NSGEU Local 77 Other Staff ...
04 Semi-Professionals and T..	DPMG AD05 DPMG AD06 DPMG AD07 DPMG AD08 NSGEU Local 77 NSGEU Local 99 Other Staff Research DPMG AD06
05 Supervisors	DPMG AD04 DPMG AD05 DPMG AD06 DPMG AD07 NSGEU Local 77 NSGEU Local 99
06 Supervisors: Crafts and T..	DPMG AD05 DPMG AD06 DPMG AD07 NSGEU Local 99
07 Administrative and Senio..	Confid Clerical Secretarial DPMG AD03 DPMG AD04 DPMG AD05 DPMG AD06 DPMG AD07 DPMG AD08 NSGEU Local 77 Research DPMG AD04 ...
08 Skilled Sales and Service ..	DPMG AD05 NSGEU Local 77
09 Skilled Crafts and Trades ..	NSGEU Local 77 NSGEU Local 99

Legend

F	Female
RV	Racialized Persons
INDG	Indigenous Peoples
PD	Persons with Disabilities
2SLGBTQIA+	Diverse sexual orientations and gender identities
BK	Black/African
ANS	African Nova Scotian
MK	Mi'kmaq
Exp	Expected Labour Market Availability
UTR	Utilization Rate (progress to fill gap)

Department(s) Included

Academic Technology Services	5
Accountancy	9
Admissions - Medicine	1
Advancement	86
Advancement - Dal AC	2
Agriculture - Dean's Office	33
Anesthesia, Pain Mgmt & Perio..	11
Animal Science and Aquaculture	31
Applied Oral Sciences	9
Aquatron	4
Architecture	20
Art Gallery	3
Arts - Dean's Office	11
Arts Centre	4
AVP Ancillary Services	27
Biochemistry & Molecular Biol..	21
Bioethics	7
Biology	48
Biomedical Engineering Medici..	8
Black Student Advisor	1
Bookstore	13
Bookstore - Dal AC	1
Business and Social Sciences	17
Career & Leadership Dev Centre	3