



November 18, 2009

To All Academic and Support Staff:

The University of Manitoba is committed to creating a working environment that is dedicated to excellence, equity and mutual respect; that is representative of the diverse community we serve; and that ensures that all academic and support staff are treated fairly and equitably. As part of this commitment and as a participant in the Federal Contractor's Program (FCP), the University has an employment equity program that challenges us to ensure that we have equitable representation of women, Aboriginal peoples, persons with disabilities and visible minorities at all occupational levels. This program is currently under review through the FCP.

The FCP applies to provincially regulated employers with a national workforce in Canada of 100 or more employees, and who receive federal government goods or services contracts of \$200,000 or more. As a condition for bidding on large federal contracts, such contractors are required to certify in writing their commitment to employment equity and to comply with the criterion and guidelines of the FCP, which are based on the Employment Equity Act.

The results of our recent workforce survey show that there are gaps in certain occupations in our workforce in relation to women, Aboriginal peoples, members of visible minorities and persons with disabilities. The gaps are the differences in the representation of qualified members of these groups in our workforce versus their availability in the external workforce. Our next step is to review our Employment Systems practices and policies through an Employment Systems Review (ESR) which will help us determine the causes of these gaps and identify possible solutions. The ESR examines the formal/informal policies and practices related to the following employment systems:

- Recruitment, Selection and Hiring
- Training and Development
- Promotion
- Retention and Termination
- Reasonable Accommodation

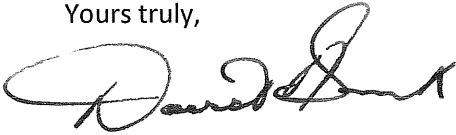
The review will make recommendations for removing employment barriers for all employees, including designated group members, while preserving the merit system for hiring, promotion and training opportunities.

It is not possible to conduct a review of our employment systems without your assistance. We need people who work in different areas of the organization, people who hold different positions, people who are members of designated groups and people who are not members of designated groups to:

- be members of the Employment Systems Review Working Group to examine our written policies and practices and to identify potential barriers
- participate in focus groups to examine the impact of unwritten practices
- agree to be interviewed to share individual experiences and perceptions

All information collected through the Employment Systems Review will be kept confidential. Please help us make our Employment Systems Review (ESR) a success by voluntarily participating when you are invited to do so. Our goal is to have a workforce which attracts the best and enables them to give their best.

Yours truly,

A handwritten signature in black ink, appearing to read "David T. Barnard". The signature is fluid and cursive, with a large initial "D" and "B".

David T. Barnard, Ph.D.
President and Vice-Chancellor