STAFF RECRUITMENT & SELECTION EQIA

MONITORING REPORT

October 2008

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CONTENTS

Appendix 1:   Good Relations Audit Executive Summary (on request)

Appendix 2:   EQIA Monitoring Report Employment Data (attached)

Appendix 3:   Sixth Article 55 Review Executive Summary (on request)

Executive Summary

1. In accordance with its Equality Scheme the University of Ulster concluded that the Staff Recruitment and Selection Policy should be subject to an equality impact assessment (EQIA). An EQIA Sub-group considered the impact of the policy across the nine equality groups covered by Section 75 of the Northern Ireland Act 1998. The EQIA was completed in February 2006 with the introduction of a new revised Policy on Recruiting and Selecting Employees.

2. The EQIA identified the following under-representations with regard to gender and religion:

    ## Gender

    - the proportion of female academic staff was lower than expected and this under-representation was more pronounced with seniority;
    - the proportion of female staff within the Engineering Faculty was very low;
    - the proportion of female technicians was low;
    - the proportion of male clerical and secretarial staff was low; and
    - certain job types within the Physical Resources Department were either predominantly male or predominantly female (for example security staff were predominantly male and cleaners and catering staff were predominantly female).

    ## Religion

    At the time of the EQIA the fifth Article 55 review indicated that the proportion of Protestant staff at the Magee campus and the proportion of Catholic staff in certain job groups at the Jordanstown campus were lower than might be expected, given the relevant data in relation to the economically active population.

3. The EQIA also identified a number of action points to promote equality of opportunity for the categories of persons covered by Section 75 (an update on progress is provided in Table 1 p.8/9 of the full report).

4. This EQIA monitoring report is an assessment of the impact of the new policy on the Section 75 categories using recent staff and applicant equal opportunities (EO) data at February 2008 compared with benchmark EO data presented in the EQIA consultation report in March 2004.

5. An analysis of the data has identified the following positive trends:
    - an increase in the overall representation of female staff from 52.5% in 2004 to 53.8% in 2008;

- an increase in the percentage of female Academic staff (from 37.6% in 2004 to 42% in 2008);
- the percentage of female staff and applicants for Technical posts has improved (staff 2004:21.8%; 2008:26.1% / applicants 2004: 25.3%; 2008:29.3%) ;
- the percentage of female staff in the Faculty of Computing & Engineering has increased slightly (from 12.6% in 2004 to 13.5% in 2008)[1];
- the number of male applicants for clerical and secretarial posts is similar to the EQIA analysis and is still proportionately higher than male employees;
- an increase in Catholic representation from 37.2% in 2004 to 39.4% in 2006[2];
- an increase in the representation of members from a minority ethnic group from 2.6% in 2004 to 3.2% in 2008; and
- an increase in the representation of persons with a disability from 1.3% in 2004 to 3.3% in 2008.

6.   Additionally, during the monitoring period the University carried out the fourth survey of disabled staff in June 2007 in support of the new Disability Strategy and Action Plan 2007-2012. The University also implemented the National Framework Agreement which introduced a new grading structure across the sector. The University undertook an equal pay audit after the assimilation of staff to the new grading structure. From September 2007 the University began collecting data on sexual orientation from applicants. In March 2008, the University's Equality and Diversity Advisory Group (EDAG) reviewed the uptake of policies aimed at supporting staff in relation to family/caring responsibilities.

7.   The University has made considerable progress in relation to the actions agreed in the EQIA on the Staff Recruitment and Selection Policy. The monitoring report concludes that a review of the policy is not required. However the University is committed to a range of positive measures which will further promote equality of opportunity for the Section 75 groups. These are as follows:
- implement the draft gender action plan following consultation with key stakeholders including the Equality Commission for Northern Ireland;
- implement the new revised Affirmative Action Programme arising from the sixth Article 55 Review;
- continue to monitor and evaluate the Policy on Recruiting and Selecting Employees to assess its impact on the Section 75 categories through the regular statutory reports;
- continue to ensure that panel members attend recruitment and selection training to make them aware of best practice including anti-discrimination legislation;

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[1] This may be as a result of restructuring rather than recruitment activities.
[2] July 2006 was the end date of the last Article 55 Review.

- continue to implement Disability and SENDO Strategies and Action Plans;
- carry out the survey on attitudes to promotions and implement any actions arising from the research;
- develop and implement an Equal Pay Policy; and
- develop and implement a good relations strategy.

1.   Introduction

1.1   The University is committed to appointing well-qualified, high quality and high performing staff to help achieve its objectives. The Policy on Recruiting and Selecting Employees sets out how this is to be done and sets standards to help promote best practice and compliance with relevant legislation. The Policy aims to recruit the best person for the job given all the circumstances; to promote fair and equitable access to employment; and as far as practicable, to make suitably qualified individuals aware of vacancies and encourage them to apply. The University believes that the Policy is one of many which can help promote equality, diversity and inclusivity. The Policy contributes to the University's Human Resources Strategy and is closely linked to the Equal Opportunities Policy.

1.2   Section 75 of the Northern Ireland Act 1998 (the Act), requires the University in carrying out its functions relating to Northern Ireland, to have due regard to the need to promote equality of opportunity:

- between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men an women generally;
- between persons with a disability and persons without; and
- between persons with dependants and persons without.

1.3   In addition, without prejudice, to the above obligation, the University is required to promote good relations between persons of different religious belief, political opinion or racial group.

1.4   The new Policy on Recruiting and Selecting Employees was developed following an equality impact assessment (EQIA) on the University's previous recruitment policy in compliance with the University's Equality Scheme. A Sub-group of the Equality and Diversity Advisory Group (EDAG) was formed to conduct the EQIA. The EQIA Sub-group considered the impact of the policy on the nine equality groups specified under Section 75 of the Northern Ireland Act. The Final EQIA Report was published in February 2006.

1.5   The Final EQIA Report is available to view on the University's website at http://www.equality.ulster.ac.uk/completedeqias.html . Following recent re-structuring of University Departments, the Equality Policy and Practice Unit has now moved to Corporate Planning and Governance, and has been renamed 'Equality and Diversity Services'.

1.6   This report can be made available in alternative formats (such as large print, audio cassette, Braille, or minority language etc.) by contacting Equality and Diversity Services at Tel: 028 9036 8137.

2. Main findings of EQIA

2.1 For the purposes of the EQIA the University considered information from the following sources:

- University of Ulster's recruitment monitoring data;
- University of Ulster's staff profile;
- University of Ulster's Article 55 data;
- 2001 Census data;
- pre-consultation meetings with The Equality Commission for Northern Ireland, The Women's Training Network, Northern Ireland Council for Ethnic Minorities and Disability Action; and
- relevant case law and research.

2.2 The EQIA on the Staff Recruitment Policy concluded that in general, the composition of employees and applicants within the majority of job groups mirrored national trends. However, the EQIA identified the following under-representations with regard to gender and religion.

2.2.1 Gender

The EQIA identified that when job groups were investigated in more detail the following under representations became apparent:

- the proportion of female academic staff was lower than expected and this under-representation was more pronounced with seniority;
- the proportion of female staff within the Engineering Faculty was very low;
- the proportion of female technicians was low;
- the proportion of male clerical and secretarial staff was low; and
- certain job types within the Physical Resources Department were either predominantly male or predominantly female (for example security staff were predominantly male and cleaners and catering staff were predominantly female).

2.2.2 Religion

At the time of the EQIA under-representations were identified as part of the fifth Article 55 review process, which indicated that the proportion of Protestant staff at the Magee campus and the proportion of Catholic staff in certain job groups at the Jordanstown campus were lower than might be expected, given the relevant data in relation to the economically active population.

2.3 The EQIA also identified a number of action points to address the needs of disabled staff as a result of a recent University survey. These actions included updating the Equal Opportunities database; investigating requests for reasonable adjustments; liaising with Health & Safety Services regarding staff who have identified a requirement for a PEEP (Personal Emergency Evacuation Procedure); and discussions with disabled staff about the feasibility of a Disability Discussion Forum.

2.4 Table 1 below is a summary of the actions agreed as a result of the EQIA, together with progress to date:

Table 1:   EQIA Agreed Actions and Progress

AGREED ACTIONS	PROGRESS
Implement the revised Policy on Recruiting and Selecting Employees.	The revised Policy on Recruiting and Selecting Employees was implemented following approval by University Council in February 2006.
Develop a Gender Equality Positive Action Programme to include specific outreach measures.	This is currently being drafted, and will be considered by EDAG in October 2008.
Implement the new revised Affirmative Action Programme agreed with the Equality Commission arising from the Fifth Article 55 Review.	The University has made considerable progress with the implementation of its Affirmative Action Programme arising from the fifth review. The University has recently completed its sixth review and will implement the revised Affirmative Action Programme agreed with the Equality Commission for Northern Ireland.
Implement the Action Plan arising from the 2004 staff disability survey to address the needs of staff with a disability.	Since the completion of this EQIA (and in response to the Disability Discrimination (Northern Ireland) Order 2006) the University carried out the fourth survey of disabled staff in June 2007 in support of the Disability Strategy and Action Plan 2007-2012. The Action Plan outlines how the University proposes to promote positive attitudes towards disabled people and encourages the participation of disabled people in the life of the University. The Plan includes specific measures in relation to recruitment and selection (see Section 3.27). The Action Plan and the University's SENDO Strategy and Action Plan supports and complements ongoing work to mainstream equality and good relations throughout the University. Both reports are available to download at http://www.equality.ulster.ac.uk/strategies_and_action_plans.html

AGREED ACTIONS	PROGRESS
Explore the needs of Black and Minority Ethnic (BME) groups through consultation with local representative organizations.	In 2006/07, the University gathered views from BME staff and students as part of the Good Relations Audit. The University is pleased to be one of relatively few public sector bodies that has conducted an audit and is making progress in this area of Section 75 work. An executive summary of the Audit results is attached as Appendix 1. In 2008/09 the University will develop and implement a Good Relations Strategy to promote good relations between persons of different religious belief, political opinion and racial group; and will consult with local representative groups in the drafting of this strategy.
The Equality Policy & Practice Unit will carry out an internal survey of women's attitudes to promotion as a goal to support equality strategies as outlined in the Human Resource Strategy I.	The scope of the research and survey methodology has been agreed. The draft questionnaire was piloted in June 2008. It is anticipated that the survey will be implemented in October 2008/09.
Carry out an equal pay audit to ensure fair and transparent practices. This will be incorporated into the review of the equal pay process as part of the National Framework Agreement and the 2006/07 EQIA on the job evaluation exercise.	In August 2006, the University implemented the National Framework Agreement which introduced a new grading structure across the sector. The University undertook an equal pay audit after the assimilation of staff to the new grading structure. The purpose of the equal pay audit was to establish a base line for the composition of each new grade and to highlight if significant pay gaps existed between male and female employees and if so, to make recommendation for action to address any imbalances. A Management/Trade Union Working Group will be established to carry out a follow up equal pay audit.

3.   Main Findings of Monitoring Report

3.1   This monitoring report analyses employee EO data on 6 February 2008 in comparison with employee data presented in the EQIA report on 1 March 2004. An analysis of applicant and appointee data is from the period 7 February 2005 to 6 February 2008. All tables are in Appendix 2.

Gender

Employees by Gender

3.2   At March 2004 the overall composition of staff was 47.5% male and 52.5% female. The EQIA reported that this was broadly in line with Northern Ireland census data[3]. At February 2008 the overall composition of staff by gender is broadly similar to 2004 with a slight increase in the overall percentage of female staff (53.8%, an increase of 1.3%) (see Table 1).

3.3   The EQIA report identified the following under representations with regard to gender:

- the proportion of female academic staff was lower than expected and this under-representation was more pronounced with seniority;
- the proportion of female staff within the Engineering Faculty was very low;
- the proportion of female technicians was low;
- the proportion of male clerical and secretarial staff was low; and
- certain job types within the Physical Resources Department were either predominantly male or predominantly female (for example security staff were predominantly male and cleaners and catering staff were predominantly female).

A summary of the impact of the current policy on the trends identified is provided below.

Academic Staff

3.3.1   Table 1 shows that in February 2008 the percentage of female Academic staff (42%) is still lower than the overall proportion of female University staff (53.8%). However, over the monitoring period female Academic staff has increased by 4.5%. The University is now academically organized across six faculties. The EQIA report showed that male Academic staff outnumbered female Academic staff in all faculties; however by February 2008, the percentage of female Academic staff is slightly higher in two of the six faculties (see Table 3).

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[3] According to the 2001 census approximately 49% of the population in Northern Ireland are male and 51% are female.

3.3.2 The overall percentage of male and female Academic staff in the University of Ulster is similar to the percentage of female senior academic staff in Higher Education Institutions in the UK as a whole (see Table 2). It is worth noting that the University has a higher percentage of female Professors (23.9%) than the UK Higher Education average (17.5%). However the percentage of Senior Lecturers/Readers (30.5%) is lower than the UK average (36.8%).

Engineering Faculty

3.3.3 In February 2008, the percentage of male Academics (86.5%) in the Faculty of Engineering is still significantly higher than females (13.5%). However, the percentage of female Academics in this Faculty has increased slightly since the EQIA (from 12.6% in 2004 to 13.5% in 2008).

Technicians

3.3.4 In the EQIA report at March 2004, female technicians made up 21.8% of this employment category. By February 2008 the percentage of female Technicians had increased (26.1%) but is still lower than the overall proportion of female University staff (53.8%). (See Table 1) There are currently no female technicians in the Faculty of Engineering (see Table 4).

Male clerical and secretarial staff

3.3.5 An analysis of employee data in February 2008 show that the percentage of male clerical and secretarial staff (8%) is still significantly lower than the overall percentage of male University staff (46.2%); and there has been a decrease in the number of males in this job group at the University since the EQIA (see Table 1). The proportion of male clerical and secretarial employees is low in all six faculties. In two of the six Faculties there are no male clerical and secretarial staff at all (see Table 5). The proportion of male clerical staff is also still very low in the large support departments (see Table 6).

Gender Segregation

3.3.6 In February 2008, the percentage of female employees in the Physical Resources Department had increased slightly to 50.2% from 49.8% at the time of the EQIA in 2004 (see Table 7). When the composition of each of the main job types in this department is examined (see Table 8), certain job types are still either predominantly male or predominantly female. For example, security staff and porters are still predominantly male and cleaning and catering staff are still predominantly female.

Applicants and appointees by Gender

3.4   The EQIA report also analysed the composition of applicants by gender and found that the pattern was broadly similar to that among employees, with the following exceptions:

(i)   The number of male applicants (417, 18.4%) for clerical and secretarial posts was proportionately higher than the number of male employees within this job category. However, the number of male appointees is low; and

(ii)   The proportion of female applicants for technician posts (65, 25.3%) was higher than the proportion of employees in this job category, but nevertheless is low.

3.5   Over the review period the umber of male applicants for clerical and secretarial posts is similar to the EQIA analysis, at 18.3% (see Table 9). This is still proportionately higher than male employees in this category at 8%. However the number of male appointees in comparison to females is still low (see Table 10).

3.6   Since the EQIA there has been an increase in the number of female applicants for technical posts by 3.2% (see Table 9). The percentage of female applicants for technical posts is still low (29.3%); however it is higher than the percentage of employees in this job category (26.1%). Moreover it is worth noting that over the review period appointee rates and overall success rates for technical posts were higher for women than men (see Tables 10 and 11).

Summary of Gender

3.7   The monitoring report has shown that the percentage of female Academic staff has increased; the percentage of female staff and applicants in relation to Technical posts has improved; and the percentage of female staff in the Faculty of Engineering has increased slightly.

3.8   However, the percentage of male clerical and secretarial staff has decreased by the end of the monitoring period and the monitoring report has shown that gender segregation still exists in certain job types within the Physical Resources Department. The University is currently drafting a gender action plan to address these issues. The 'Attitudes to Promotions' survey and any actions arising will also help to address the current under-representation of females in senior Academic grades.

Religion

3.9   The University concluded its sixth review under Article 55 of the Fair Employment and Treatment Order 1998 in 2008. This included a detailed analysis of employees and applicants by Community Background. The

Article 55 Review has been used as the statistical analysis of religion for the purposes of this EQIA monitoring report. The results of the Review are summarised within an Executive Summary, attached as Appendix 3.

3.10 In July 2006, the end date of the sixth review, the University employed 3459 people. A community background was determined for 3038 or 87.8%. Of these staff, 1841 [60.6%] were from the Protestant community and 1197 [39.4%] were from the Catholic community (see Table 12)[4].

3.11 Since the time of the last review there has been an increase in the percentage of Catholic staff from 1114 [37.2%] in 2004 to 1197 [39.4%] in 2006. There has been a steady increase in the Catholic proportion of the workforce over the last five years; with an increase of 3.3% since the end of the fourth Article 55 review in February 2002[5].

3.12 The representation of staff from the Protestant and Catholic communities at Coleraine, Jordanstown and Magee has changed very little over the period of the sixth review. However there has been a considerable increase in the percentage of Catholic staff at the Belfast campus from 32.3% to 40%. Overall the number of staff from the Catholic community has risen at each campus between 2004 and 2006.

3.13 The University continues to be committed to ensuring fair representation for Protestant and Catholic staff in its workforce. The sixth Article 55 Review concluded that the Protestant proportion at the Magee campus and the Catholic proportion in certain job groups at the Coleraine and Jordanstown campus are lower than would be expected. Therefore, goals have been set for those employment categories in which an under-representation of either the Catholic or Protestant community has been identified; and the University has agreed an Affirmation Action Plan with the Equality Commission for Northern Ireland for the period 2008 to 2010 (see Appendix 3).

Ethnic Origin

Employees

3.14 In February 2008, 3.2% of employees who provided information relating to ethnic origin were from a minority ethnic background (see Table 13). The percentage of the University's minority ethnic staff population has increased by 0.6% (16 persons) since March 2004 (2.6%).

3.15 In February 2008, the largest numbers of staff from a minority ethnic background were employed in Research and Academic posts (see Table

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[4] Percentages in square brackets relating to community composition are based on Protestant and Catholic staff only with staff categorised as 'non-determined' excluded.
[5] In February 2002 the composition of the workforce was 1996 [63.9%] Protestant and 1129 [36.1%] Catholic.

13). Staff from a minority ethnic background accounted for 13.1% of Research staff and 4.9% of Academic staff. In February 2008, Chinese was the largest ethnic minority group, followed by Indian, other ethnic background and those of other mixed background (see Table 14).

3.16 The ethnic minority proportion of the University workforce (3.2%) is higher than the ethnic minority proportion of the population of Northern Ireland (less than 1% in the 2001 census). The University believes that the composition of employees by ethnic origin is still in line with what would be expected, in the context of a University in Northern Ireland.

Applicants and Appointees

3.17 The ethnic minority percentage of applicants (10.2%) and appointees (4.4%) is higher than the ethnic minority percentage of University employees (3.2%) (see Tables 15 and 16). The University advertises academic and other posts on the internet and receives a large number of speculative applications from across the world, which may account for the higher proportion of ethnic minority applicants than appointees. The majority of ethnic minority applicants are for Academic and Research posts. The University continues to make provision for teleconference and videoconference interviews to facilitate applicants who do not live in the UK.

3.18 The Good Relations Audit showed that in general, staff and students had positive perceptions of the state of relations between different racial groups at the University. However the audit recommended that multi cultural and social events are better publicized so that all students and members of staff are aware of events and have the opportunity to attend. It was also recommended that information on cultural awareness is included in the University of Ulster's existing equality and diversity training and in the staff handbook on equality and diversity. These issues will be considered in the development of the University's Good Relations Strategy.

Persons with a Disability

Employees

3.19 The EQIA report included the results of the University's 2004 staff disability survey. The survey indicated that there were 45 (1.3%) employees who considered themselves to have a disability as defined by the Disability Discrimination Act 1995 (the DDA). In support of the University's Disability Strategy and Action Plan 2007-2012, the University carried out the fourth survey of disabled staff in June 2007. The fourth survey showed that the total number of staff known to be disabled/with a long term health condition had increased to 113 (3.3%). 2.6% of Academic staff and 3.6% of non-Academic staff consider themselves to a disability/long term health condition. This compares favorably with a UK

Higher Education average percentage of 2% for Academic Staff, and 2.5% for non-Academic staff[6].

Applicants and Appointees

3.20   Of the 10,000 job applicants during the period 2005/08, 228 (2.3%) declared that they were disabled. A slightly higher percentage of disabled people (2.8%) were appointed over the monitoring period (see Tables 17 and 18).

3.21   The University believes that the recruitment policy does not have an adverse impact on candidates with a disability. Furthermore, both the Disability and SENDO Action Plans outline a number of positive actions with regard to recruitment and selection and disability awareness-raising. These include:
   - auditing and reviewing the staff recruitment and selection and HR policies;
   - reviewing appointments to the formal governance structures;
   - reviewing the procedure for applying to represent the University on public bodies;
   - working with external agencies (such as the Employers Forum on Disability) to develop the University as a centre of excellence with regard to employing disabled people;
   - encouraging disabled staff and students to apply for/participate in collaborative projects to promote positive attitudes to disability and encourage participation in public life;
   - engaging proactively in partnerships already established to develop disability awareness raising events;
   - reviewing equality awareness training provided to staff and students; and
   - implementing a standardized programme of disability awareness training.

Marital Status

3.22   The composition of employees by marital status is shown in Table 19. The University believes that its Policy on Recruiting and Selecting Employees does not have any adverse impact in regard to marital status.

Age

3.23   The composition of employees by age is shown at Table 20. The University believes that its Policy on Recruiting and Selecting Employees does not have any adverse impact in regard to the age profile.

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[6] Source: Higher Education in Facts and Figures, Universities UK, Summer 2006

Persons with Dependants

3.24   The University has a comprehensive suite of family friendly/ work life balance policies to support employees in balancing their working responsibilities with their other responsibilities. As outlined within the EQIA report in 2004, a quantitative analysis on the impact of the policy on people with dependants was not possible. On 6 February 2008, an analysis of equality monitoring data showed that 42.1% of staff identified that they had dependants (see Table 21). The majority of staff with dependants were female (54.1%). However it should be noted that 10.3% of staff did not indicate if they had dependants making it difficult to draw any meaningful conclusions from the data analysis.

3.25   In March 2008, the University's Equality and Diversity Advisory Group (EDAG) reviewed the uptake of policies aimed at supporting staff in relation to family/caring responsibilities.   Having reviewed this quantitative and qualitative information in regard to the potential impact of the policy on people with dependants, there is nothing to suggest that the Policy is producing a differential or negative impact.

3.26   The University intends to initiate a full review of the flexible working policies, including a departmental/faculty uptake by gender.

Sexual Orientation

3.27   In September 2007, following the publication of best-practice monitoring guidance from the Equality Commission for Northern Ireland, EDAG agreed to amend the University's Equal Opportunities monitoring form for applicants to include a question on sexual orientation. Based on the definition of sexual orientation in the Employment Equality (Sexual Orientation) Regulations (Northern Ireland) 2003, the agreed form of the question was:

My sexual orientation is towards someone:
- Of the same sex
- Of a different sex
- Of the same sex and of the opposite sex
- I do not wish to answer this question

3.28   From September 2007 to February 2008, 561 applications were received for job vacancies within the University. Of this total 89.6% (n=503) applicants' sexual orientation is towards someone of a different sex; 4.8% (n=27) applicants' sexual orientation is towards someone of the same sex; and 0.2% (n=2) applicants identified their sexual orientation towards someone of the same and opposite sex. Overall quite a low percentage of applicants (5.2%, n=29) declined to answer the question.

3.29   A proposal by EDAG to carry out a staff re-monitoring exercise to ensure the accuracy and currency of equality data currently held and to include a new question on sexual orientation is currently being discussed with Senior Management and the Trade Unions.

3.30   Having reviewed quantitative and qualitative information to date there is no evidence to suggest that there is a differential impact with respect to a person's sexual orientation.

Political Opinion

3.31   Data are not collected on the political opinion of employees and applicants. Having reviewed qualitative information including data from the Good Relations Audit, the University believes there is no evidence to suggest that there is a differential impact with respect to a person's political opinion.

4.   Conclusions

4.1   The University has considered the data with regard to employees and applicants to assess the impact of the Policy on Recruiting and Selecting Employees. The EQIA report showed that, for the majority of the Section 75 groups, no negative or differential impacts were identified. Based on recent employment data considered in this monitoring report, the University believes that the revised recruitment policy does not have a differential or negative impact with regard to persons of different political opinion, racial group, age, marital status, sexual orientation, between persons with a disability and persons without, and between persons with dependants and persons without.

4.2   An analysis of the University's monitoring data has identified the following trends with regard to the composition of the workforce since the completion of the EQIA:

- An increase in the representation of women from 52.5% in 2004 to 53.8% in 2008
- An increase in Catholic representation from 37.2% in 2004 to 39.4% in 2006[7];
- An increase in the representation of members from a minority ethnic group from 2.6% in 2004 to 3.2% in 2008; and
- An increase in the representation of persons with a disability from 1.3% in 2004 to 3.3% in 2008.

4.3   Employment data considered by the EQIA monitoring report show that there is still an under representation with regard to gender and religion. Therefore these Section 75 groups will be considered separately below:

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[7] July 2006 was the end date of the last Article 55 Review.

Gender

4.3.1   The EQIA identified an under representation within certain job groups and grades with regard to gender. Based on the data considered in the monitoring report the University can conclude that;

- the percentage of female Academic staff has increased;
- the percentage of female staff and applicants in relation to Technical posts has improved; and
- the percentage of female staff in the Faculty of Engineering has increased slightly.

4.3.2   The number of male applicants for clerical and secretarial posts is similar to the EQIA analysis and is still proportionately higher than male employees. However, data in the EQIA monitoring report show that the percentage of male clerical and secretarial staff has decreased slightly since the EQIA.

4.3.3   The EQIA monitoring report has also shown that gender segregation still exists in certain job types within the Physical Resources Department. The University is currently drafting a gender action plan to which will help to address these issues. This will include a review of recruitment forms and wording in advertisements; as well as a review of the University's family friendly/work life balance policies.

4.3.4   The 'Attitudes to Promotions' survey will also help to enhance academic promotion procedures and increase the number of women putting themselves forward.

Religion

4.3.4   The EQIA also identified an under representation with regard to Catholic and Protestant staff in some job groups at the Coleraine, Jordanstown and Magee Campuses. Employee and applicant data collected for the University's sixth Article 55 Review show that there has been an overall increase in the percentage of Catholic staff (from [37.2%] in 2004 to [39.4%] in 2006).

4.3.5   However the sixth Article 55 Review concluded that the Protestant proportion at the Magee campus and the Catholic proportion in certain job groups at the Coleraine and Jordanstown campus are still lower than would be expected. As a result the University has set goals for those job groups in which an under-representation of either the Catholic or Protestant community has been identified. The University has also agreed an Affirmation Action Plan, which includes outreach measures to encourage applicants from the under represented groups, for the period 2008 to 2010.

4.4 The University has also considered the agreed actions identified as a result of the EQIA and has shown that considerable progress has been made in implementing these actions. Since the completion of the EQIA, and in addition to the agreed actions, the University has also:

- completed an audit of good relations between persons of different religious belief, political opinion and racial group (Appendix 1);
- made a commitment to develop a good relations strategy;
- implemented a Disability Strategy and Action Plan 2007-2012 which includes specific measures in relation to recruitment and selection; and
- amended the University's Equal Opportunities monitoring form for applicants to include a question on sexual orientation.

5. Recommendations

5.1 The University has made considerable progress in relation to the actions agreed in the EQIA on the Staff Recruitment and Selection Policy. The monitoring report concludes that a review of the policy is not required. However the University is committed to a range of positive measures which will further promote equality of opportunity for the Section 75 groups. These are as follows:

- implement the draft gender action plan following consultation with key stakeholders including the Equality Commission for Northern Ireland;
- implement the new revised Affirmative Action Programme arising from the sixth Article 55 Review;
- continue to monitor and evaluate the Policy on Recruiting and Selecting Employees to assess its impact on the Section 75 categories through the regular statutory reports;
- continue to ensure that panel members attend recruitment and selection training to make them aware of best practice including anti-discrimination legislation;
- continue to implement Disability and SENDO Strategies and Action Plans;
- carry out the survey on attitudes to promotions and implement any actions arising from the research;
- develop and implement an Equal Pay Policy; and
- develop and implement a good relations strategy.

EQIA MONITORING REPORT   **APPENDIX 3**

EMPLOYMENT DATA

Table 1:   Gender by Employment Categories 2004 and 2008

Staff Category	Year	Male Number (%)	Female Number (%)	Total
Academic	March 2004	781 (65.5%)	468 (37.5%)	1249
	February 2008	741 (58.0%)	537 (42.0%)	1278
Academic Related	March 2004	212 (50.0%)	212 (50.0%)	424
	February 2008	243 (48.6%)	257 (51.4%)	500
Research	March 2004	118 (51.8%)	110 (48.2%)	228
	February 2008	87 (49.4%)	89 (50.6%)	176
Clerical	March 2004	80 (10.8%)	661 (89.2%)	741
	February 2008	55 (8.0%)	632 (92.0%)	687
Manual & Crafts	March 2004	282 (48.3%)	302 (51.7%)	584
	February 2008	292 (50.3%)	289 (49.7%)	581
Technical	March 2004	169 (78.2%)	47 (21.8%)	216
	February 2008	178 (73.9%)	63 (26.1%)	241
Other	March 2004	28 (37.8%)	46 (62.2%)	74
	February 2008	27 (50.9%)	26 (49.1%)	53
Total	March 2004	1670 (47.5%)	1846 (52.5%)	3516
	February 2008	1623 (46.2%)	1893 (53.8%)	3516

Table 2:   University Employees by Gender at 6 February 2008 compared
                with UK HESA Gender Data 2006/07

Grade Description	Ulster Male %	HESA Male %	Ulster Female %	HESA Female %
Professor	76.1%	82.5%	23.9%	17.5%
Senior Lecturer/Reader	69.5%	63.2%	30.5%	36.8%
Lecturer	52.1%	52.6%	47.9%	47.4%
Researcher	49.4%	54.2%	50.6%	45.8%
Total	58%	57.7%	42%	42.3%

Table 3:   Gender by Academic Staff and Faculty 2004 and 2008

Faculty	Year	Male Number (%)	Female Number (%)	Total
Arts	March 2004	182 (65.7%)	95 (34.3%)	277
	February 2008	115 (67.3%)	56 (32.7%)	171
Art, Design & the Built Environment[8]	March 2004	0	0	0
	February 2008	116 (61.7%)	72 (38.3%)	188
Business & Management	March 2004	104 (52.5%)	94 (47.5%)	198
	February 2008	86 (54.1%)	73 (45.9%)	159
Computing & Engineering	March 2004	188 (87.4%)	27 (12.6%)	215
	February 2008	122 (86.5%)	19 (13.5%)	141
Life & Health Sciences	March 2004	190 (54.1%)	161 (45.9%)	351
	February 2008	196 (48.4%)	209 (51.6%)	405
Social Sciences	March 2004	104 (55.0%)	85 (45.0%)	189
	February 2008	96 (49.0%)	100 (51.0%)	196
Total	March 2004	768 (62.4%)	462 (37.6%)	1230
	February 2008	731 (58.0%)	529 (42.0%)	1260

Table 4:   Technicians by Faculty 2004 and 2008

Faculty	Year	Male Number (%)	Female Number (%)	Total
Arts	March 2004	18 (75.0%)	6 (25.0%)	24
	February 2008	8 (88.9%)	1 (11.1%)	9
Art, Design & the Built Environment	March 2004	0		0
	February 2008	28 (82.4%)	6 (17.6%)	34
Business & Management	March 2004	4 (40.0%)	6 (60.0%)	10
	February 2008	3 (37.5%)	5 (62.5%)	8
Computing & Engineering	March 2004	58 (100%)	0	58
	February 2008	39 (100%)	0	39
Life & Health Sciences	March 2004	57 (69.5%)	25 (30.5%)	82
	February 2008	54 (65.9%)	28 (34.1%)	82
Social Sciences	March 2004	7 (87.5%)	1 (12.5%)	8
	February 2008	8 (88.9%)	1 (11.1%)	9
Total	March 2004	144 (79.1%)	38 (20.9%)	182
	February 2008	140 (77.3%)	41 (22.7%)	181

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[8] New Faculty created 1 August 2007. This comprises the School of Art & Design, the School of Architecture & Design and the School of the Built Environment.

Table 5: Clerical and Secretarial Staff by Faculty and Gender at 6 February 2008

Faculty	Male Number (%)	Female Number (%)	Total
Faculty of Art, Design & The Built Environment	5 (12.8%)	34 (87.2%)	39
Faculty of Arts		24 (100%)	100
Faculty of Business & Management		43 (100%)	43
Faculty of Computing & Engineering	5 (14.7%)	29 (85.3%)	34
Faculty of Life & Health Sciences	2 (3.2%)	61 (96.8%)	63
Faulty of Social Sciences	1 (2.1%)	47 (97.9%)	48

Table 6: Clerical and Secretarial Staff by Department and Gender at 6 February 2008

Department	Male Number (%)	Female Number (%)	Total
Communication & External Affairs	3 (8.6%)	32 (91.4%)	35
Finance Directorate	3 (7.7%)	36 (92.3%)	39
Information & Student Services	31 (13.0%)	208 (87.0%)	239
Physical Resources Directorate	4 (9.5%)	38 (90.5%)	42

Table 7: Composition of employees within Department of Physical Resources 2004 and 2008

Year	Male Number (%)	Female Number (%)	Total
2004	244 (58.9%)	170 (41.1%)	414
2008	266 (49.8%)	268 (50.2%)	534

Table 8: Manual Category by Job Type and Gender at 6 February 2008

Job Type	Male (%)	Female (%)	Total
Catering	19.4%	80.6%	139
Cleaning	11.0%	89.0%	163
Porter	100%	0%	59
Security	97.0%	3.0%	66

Table 9:   Applicants by Gender from 7 February 2005 to 6 February 2008

Staff Category	Male Number (%)	Female Number (%)	Not Known	Total
Academic	1427 (57.4%)	1058 (42.6%)	1	2486
Academic Related	1078 (51.4%)	1019 (48.6%)	0	2097
Research	593 (52.2%)	544 (47.8%)	0	1137
Clerical	453 (18.3%)	2020 (81.7%)	0	2473
Manual & Crafts	914 (66.4%)	463 (33.6%)	0	1377
Technical	188 (70.7%)	78 (29.3%)	0	266
Other	102 (62.2%)	62 (37.8%)	0	164
Total	4755 (47.6%)	5244 (52.4%)	1	10000

Table 10:   Appointees by Gender from 7 February 2005 to 6 February 2008

Staff Category	Male Number (%)	Female Number (%)	Total
Academic	289 (47.4%)	321 (52.6%)	610
Academic Related	83 (40.3%)	123 (59.7%)	206
Research	69 (49.3%)	71 (50.7%)	140
Clerical	28 (10.2%)	246 (89.8%)	274
Manual & Crafts	113 (50.7%)	110 (49.3%)	223
Technical	29 (61.7%)	18 (38.3%)	47
Other	27 (50.9%)	26 (49.1%)	53
Total	638 (41.1%)	915 (58.9%)	1553

Table 11:   Recruitment Success Rates by Gender and Staff Category

Staff Category	Male (%)	Female (%)
Academic	20.3%	30.3%
Academic Related	7.7%	12.1%
Research	11.6%	13.1%
Clerical	6.2%	12.2%
Manual & Crafts	12.4%	23.8%
Technical	15.4%	23.1%
Other	26.5%	42.0%

Table 12:   Overall Workforce by Community Background* 2004 and 2006

Year	Protestant Number [%]	Catholic Number [%]	Combined Protestant and Catholic Total Number (%)	Not Determined	Overall Total
Feb 2004	1879 [62.8%]	1114 [37.2%]	2993 (84.7%)	541	**3534**
July 2006	1841 [60.6%]	1197 [39.4%]	3038 (87.8%)	421	**3459**

* Percentages in square brackets relate to community composition based on Protestant and Catholic staff only, with staff categorised as 'non-determined' excluded.

Table 13:   Employees by Ethnic Origin on 1 March 2004 and 6 Feb 2008

Staff Category	Year	White Number (%)	BME* Number (%)	Not Known Number (%)	Total
Academic	2004	1153 (92.3%)	44 (3.5%)	53 (4.2%)	1249
	2008	1209 (94.6%)	62 (4.9%)	7 (0.5%)	1278
Academic Related	2004	412 (97.2%)	3 (0.7%)	9 (2.1%)	424
	2008	494 (98.8%)	5 (1.0%)	1 (0.2%)	500
Research	2004	178 (78.1%)	37 (16.2%)	13 (5.7%)	228
	2008	151 (85.8%)	23 (13.1%)	2 (1.1%)	176
Clerical	2004	720 (97.2%)	5 (0.7%)	16 (2.1%)	741
	2008	679 (98.8%)	7 (1.0%)	1 (0.2%)	687
Manual & Crafts	2004	543 (93.0%)	2 (0.3%)	39 (6.7%)	584
	2008	574 (98.8%)	5 (0.9%)	2 (0.3%)	581
Technical	2004	214 (99.1%)	0	2 (0.9%)	216
	2008	233 (96.7%)	5 (2.1%)	3 (1.2%)	241
Other	2004	35 (47.3%)	2 (2.7%)	37 (50.0%)	74
	2008	51 (96.2%)	2 (3.8%)	0	53
Total	2004	3254 (92.5%)	93 (2.6%)	169 (4.8%)	3516
	2008	3391 (96.4%)	109 (3.1%)	16 (0.5%)	3516

* BME = Black and Minority Ethnic

Table 14:   BME Employees by Ethnic Origin on 6 February 2008

Ethnic Origin	No. of Employees
African	11
Other Black	1
Indian	24
Pakistani	1
Bangladeshi	3
Chinese	32
Other Asian	7
Mixed	12
Other Ethnicity	18
Total	109

Table 15:   Applicants by Ethnic Origin 7 February 2005 to 6 February 2008

Staff Category	White Number (%)	BME Number (%)	Not Known Number (%)	Total
Academic	1997 (80.3%)	388 (15.6%)	101 (4.1%)	2486
Academic Related	1925 (91.8%)	121 (5.8%)	51 (2.4%)	2097
Research	791 (69.5%)	276 (24.3%)	70 (6.2%)	1137
Clerical	2278 (92.1%)	122 (4.9%)	73 (3.0%)	2473
Manual & Crafts	1311 (95.2%)	43 (3.1%)	23 (1.7%)	1377
Technical	241 (90.6%)	17 (6.4%)	8 (3.0%)	266
Other	110 (67.1%)	52 (31.7%)	2 (1.2%)	164
Total	8653 (86.5%)	1019 (10.2%)	328 (3.3%)	10000

Table 16:   Appointees by Ethnic Origin 7 February 2005 to 6 February 2008

Staff Category	White Number (%)	BME Number (%)	Not Known Number (%)	Total
Academic	574 (94.1%)	28 (4.6%)	8 (1.3%)	610
Academic Related	201 (97.6%)	4 (1.9%)	1 (0.5%)	206
Research	120 (85.7%)	19 (13.6%)	1 (0.7%)	140
Clerical	267 (97.4%)	6 (2.2%)	1 (0.4%)	274
Manual & Crafts	218 (97.8%)	5 (2.2%)	0	223
Technical	40 (85.1%)	5 (10.6%)	2 (4.3%)	47
Other	51 (96.2%)	2 (3.8%)	0	53
Total	1471 (94.7%)	69 (4.4%)	13 (0.9%)	1553

Table 17:   Applicants by Disability 7 February 2005 to 6 February 2008

Staff Category	Not Known to have a Disability Number (%)	Has a Disability/Medical Condition Number (%)	Total
Academic	2433 (97.9%)	53 (2.1%)	2486
Academic Related	2044 (97.5%)	53 (2.5%)	2097
Research	1112 (97.8%)	25 (2.2%)	1137
Clerical	2422 (97.9%)	51 (2.1%)	2473
Manual & Crafts	1340 (97.3%)	37 (2.7%)	1377
Technical	259 (97.4%)	7 (2.6%)	266
Other	162 (98.8%)	2 (1.2%)	164
Total	9772 (97.7%)	228 (2.3%)	10000

Table 18:   Appointees by Disability 7 February 2005 to 6 February 2008

Staff Category	Not Known to have a Disability Number (%)	Has a Disability/Medical Condition Number (%)	Total
Academic	593 (97.2%)	17 (2.8%)	610
Academic Related	204 (99.0%)	2 (1.0%)	206
Research	136 (97.1%)	4 (2.9%)	140
Clerical	266 (97.1%)	8 (2.9%)	274
Manual & Crafts	217 (97.3%)	6 (2.7%)	223
Technical	45 (95.7%)	2 (4.3%)	47
Other	49 (92.5%)	4 (7.5%)	53
Total	1510 (97.2%)	43 (2.8%)	1553

Table 19:   Employees by Staff Category and Marital Status at 6 February 2008

Staff Category	Single	Co-habiting	Married	Separated	Divorced	Widowed	Other	Not Known	Total
Academic	262	51	777	33	44	12	2	5	1278
Academic Related	126	23	312	10	14	4	0	2	500
Research	69	15	75	2	2	1	0	0	176
Clerical	168	19	419	22	33	16	0	0	687
Manual & Crafts	138	13	346	23	30	7	0	3	581
Technical	52	13	136	2	9	2	0	2	241
Other	38	1	9	0	1	0	0	0	53
Total	853	135	2074	92	133	42	2	12	3516

Table 20:   Employees by Staff Category and Age Band at 6 February 2008

Staff Category	Under 20	20-29	30-39	40-49	50-59	Over 60	Total
Academic	0	58	316	430	327	147	1278
Academic Related	0	40	131	178	123	28	500
Research	0	47	85	31	12	1	176
Clerical	1	84	134	230	195	43	687
Manual & Crafts	23	60	76	161	187	74	581
Technical	2	21	43	75	83	17	241
Other	0	41	6	3	3	0	53
Total	26	351	791	1108	930	310	3516

Table 21:   Employees by Dependants and Gender at 6 February 2008

Dependants	Male Number (%)	Female Number (%)	Total
Yes	680 (45.9%)	800 (54.1%)	1480 (42.1%)
No	722 (43.2%)	951 (56.8%)	1673 (47.6%)
Not Known	221 (60.9%)	142 (39.1%)	363 (10.3%)
Total	1623 (46.2%)	1893 (53.8%)	3516 (100%)