



THE UNIVERSITY OF BRITISH COLUMBIA  
Faculty of Science

An Assessment of the Working Climate for Science Faculty at the  
University of British Columbia

HEAD SURVEY

*This survey will be given to the heads by the members of the working committee. In particular, the working committee members will go over the questions with their head and make sure that the head or head's assistant understands what information is to be provided. They will also follow up to make sure the survey is completed in a timely manner, helping to answer any questions in the process.*

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Please provide data for faculty members  
**appointed before July 1, 2005** (where applicable).

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**Please provide completed survey as electronic file**  
(this Word document and attached Excel spreadsheet).

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Please complete this survey  
**by January 15, 2006.**

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**1. Identify your department in the Faculty of Science at the University of British Columbia.**

(Check one box "x")

- |                          |                             |
|--------------------------|-----------------------------|
| <input type="checkbox"/> | Botany                      |
| <input type="checkbox"/> | Chemistry                   |
| <input type="checkbox"/> | Computer Science            |
| <input type="checkbox"/> | Earth and Ocean Sciences    |
| <input type="checkbox"/> | Mathematics                 |
| <input type="checkbox"/> | Microbiology and Immunology |
| <input type="checkbox"/> | Physics and Astronomy       |
| <input type="checkbox"/> | Statistics                  |
| <input type="checkbox"/> | Zoology                     |

**2. Please provide a departmental list of the numbers of offices and lab space allocated to individual faculty members and their research groups.**

Please complete attached spreadsheet and provide as attachment (electronic version).

Thank you for being as complete as possible.

**3. Do you have a departmental formula on assignment of/access to technician support per faculty member?**

- |                          |                |
|--------------------------|----------------|
| <input type="checkbox"/> | Yes            |
| <input type="checkbox"/> | No             |
| <input type="checkbox"/> | Not applicable |

If yes, please provide as attachment.

**4. Do you have a departmental formula on assignment of/access to a certain number of TA's per course?**

- |                          |     |
|--------------------------|-----|
| <input type="checkbox"/> | Yes |
| <input type="checkbox"/> | No  |

If yes, please provide as attachment.

**5. (a) Is there a mentoring program/policy in your department?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If you have a written mentoring policy, please attach.

**(b) Please describe also how your policy is communicated to faculty in your department (if applicable):**

**(c) Are you familiar with the Faculty of Science document on mentoring of new faculty?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

**6. (a) Is there a policy in your department on maternity/parental leave (beyond UBC policy)?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If you have a written maternity/parental leave policy, please attach.

**(b) Please describe also how your policy is communicated to faculty in your department (if applicable):**

**7. (a) Is there a policy in your department for approval of sabbatical leave?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If you have a written sabbatical leave policy, please attach.

**(b) Please describe also how your policy is communicated to faculty in your department (if applicable):**

- 8. (a) Do you make efforts in your department to avoid conflicts between special events such as department meetings/seminars and childcare/family care/eldercare responsibilities?**

	Yes
	No

- (b) Please describe any procedures you use, which are helpful in avoiding such conflicts (if applicable):**


(Add more rows to the table as needed.)

- 9. For each faculty member in your department who has received teaching releases for more than 5 of the past 10 years, enter a row in the following table to indicate roughly what percentage of the release is for administrative service and/or research (as opposed to a release for reasons such as maternity/parental leave, award release, etc.). Please do not enter any names.**

Individual number	Percentage of release for admin service	Percentage of release for research or non-admin reasons	Gender <sup>*)</sup>
1			
2			
3			
4			
5			
6			
7			
...			

(Add more rows to the table as needed.)

<sup>\*)</sup> Please indicate F or M

**10. (a) Have you found any barriers to hiring women in your department over the last five years?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, can you please list the major barriers. Please do not identify specific cases.


(Add more rows to the table as needed.)

**(b) Have you found any strategies helpful in hiring women in your department over the last five years?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, can you please describe these strategies:


(Add more rows to the table as needed.)

**11. (a) Over the last 5 years in your department, have you found any hindrances to career advancement that disproportionately affect women faculty members?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, can you please describe the major hindrances. Please do not identify specific cases.


(Add more rows to the table as needed.)

**(b) If your answer to (a) is yes, have you found any strategies helpful in reducing or overcoming these hindrances?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, can you please describe these strategies:


(Add more rows to the table as needed.)

**12. How many UFA (University Faculty Awards for women) positions were advertised by your department per year (2000-2005)?**

	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005
number of ads					

**13. Do you assist candidates/new hires in your department to find suitable employment anywhere in Vancouver for their partners (when applicable)?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, what steps do you take?


(Add more rows to the table as needed.)

**14. (a) Does your hiring strategy include gender, diversity and ethnicity considerations?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

**(b) Please list any elements in your hiring strategy that address the following considerations:**

Fairness in consideration of underrepresented groups (e.g. procedures for reviewing candidates)


(Add more rows to the table as needed.)

Proactive recruitment of underrepresented groups (e.g. use of NSERC UFA's, adjustment of rank when best candidate is not at the advertised rank)


(Add more rows to the table as needed.)

If you have a written hiring strategy/policy, please attach it, **highlighting any of those considerations** (if applicable).

**(c) Please describe also how your policy is communicated to faculty in your department.**

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**15. Please provide the number of persons working on hiring committees and serving as chairs of these committees over the last three years in your department, broken down by gender (May 2002 to April 2005).**

	2002/2003	2003/2004	2004/2005
# of women on committees			
# of men on committees			
<i>total number</i>			

# of women chairing			
# of men chairing			

Please provide the eligibility criteria for membership and chairing in these committees.

If there is disparity in the numbers that you wish to explain, please do so.

**16. Is there a policy in your department to have both women and men on hiring committees?**

	Yes
	No

If you have a written policy on this, please attach.

***Please describe also how your policy is communicated to faculty in your department.***

**17. Please provide the number of persons working on resource allocation committees (e.g. on space resources, merit, tech. staff) and serving as chairs on these committees over the last three years in your department, broken down by gender (May 2002 to April 2005).**

	2002/2003	2003/2004	2004/2005
# of women on committees			
# of men on committees			
<i>total number</i>			

# of women chairing			
# of men chairing			

If there is disparity in the numbers that you wish to explain, please do so.

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**18. Please provide the number of persons on promotion committees for assistant professor promotions in your department over the last three years broken down by gender (May 2002 to April 2005).**

If all eligible faculty members in your department were on the promotion committees, you may simply check the box rather than provide the exact number.

	2002/2003		2003/2004		2004/2005	
		everyone eligible was on committee		everyone eligible was on committee		everyone eligible was on committee
# of women on committee						
# of men on committee						
<i>total number</i>						

# of women chairing		
# of men chairing		

**19. Were any cases of harassment\*) reported in your department during the last five years?**

	Yes
	No

If yes, please provide the numbers broken down by gender:

	2000/ 2001	2001/ 2002	2002/ 2003	2003/ 2004	2004/ 2005
# of cases reported by women					
# of cases reported by men					
total number					

\*) Harassment refers to physical, visual or verbal behaviour directed against a person for which there is no bona fide and reasonable justification (definition according to UBC Policy #3 on Discrimination and Harassment).