



Dear McMaster Community,

McMaster recognizes that the diversity of our community is at the core of our innovation and creativity – it strengthens our research, teaching, and service excellence, as well as our broader learning environment.

To support the University's commitment to enhancing employment equity and inclusive excellence, **all employees are invited to complete McMaster's online [Diversity Counts Census](#).**

As the university prepares for its latest biennial [Employment Equity Census Report](#), we strongly encourage all employees to complete the census. We currently have an institutional completion rate of 63% among our full-time, continuing employee population, and we have a goal to reach a completion rate of at least 80%.

What is the census and why is it important?

The census is a voluntary and confidential questionnaire comprising of six brief demographic questions. The specific questions used are intended to provide a more complete understanding of the representation of the four groups designated by the Federal Government – women, Indigenous peoples (First Nations, Métis, and Inuit peoples), persons with disabilities, and members of racialized communities – as well as the representation of 2SLGBTQI+ employees.

The census provides McMaster the opportunity to examine the richness of our workforce diversity, to identify any gaps in community representation, and to improve equitable employment practices.

The higher the completion rate, the more we can rely on this data to provide an accurate reflection of our current workforce diversity, and advance institutional employment equity and inclusive excellence goals.

How do I complete the census?

The census is open to all active faculty and staff, including students who are employed by the University and other interim employees. You can access the census online in [Mosaic](#) via Employee Self-Service. Paper copies of the census are also available upon request. Alternative arrangements for completing the census will also be made for certain employee groups as needed to reach our desired completion rate. For more information see the Mosaic Login information below.

How will the information be protected?

Census information is carefully protected, and the data collected is reported in anonymized aggregate format to maintain the privacy of respondents. Individual responses are not shared with hiring managers or supervisors, and access is limited only to designated roles responsible for employment equity reporting.

The census has been designed to ensure you are able to answer only those questions you choose:

- Each question allows you to select “I do not wish to answer this question” as a response.
- **If you do not wish to answer any question, you will have the option to** select “I do not wish to answer this question” as a response.
- **If you wish to opt out of completing the Census in its entirety,** you can select “I do not want to complete the census”

All employees are encouraged to review the recently updated [Employment Equity Census Statement of Collection](#).

For new or recent hires to McMaster, please note the Applicant Diversity Survey completed during the job application process is separate from the Employment Equity Census. Although both questionnaires are identical, the data collected is used for different purposes. This means even if you have previously completed the Applicant Diversity Survey at the time you applied for a job, you are invited to also complete the Employment Equity Census.

Log in to Mosaic with your Mac ID information to [Complete the Census Here](#).

If you have already completed the census, the completion date will be displayed at the bottom of the screen in Mosaic per below:

Consent

- If you do not wish to complete the employment equity census, please check the “I do not want to complete the census” box below. In addition, each question allows you to select “I do not wish to answer this question” as a response.

I do not want to complete the census

I want to complete the census

Last Completed: 03/18/2019

Submit

If you haven't done so already, please complete the census **on or before November 29, 2021**.

This date has been tentatively selected as the reporting date for the 2021 Census Report, given the Fall semester is when the University typically has its fullest complement of Faculty and Staff, and the data reported from this period would provide a better reflection of our compositional diversity.

Note the census is ongoing and can be completed at any time before or after this date.

You can also update your employment equity census information as needed at any time.

Should you experience any difficulties with the shared link, please clear your browser cache and try accessing the link again. Alternatively, you can also navigate to the Census tile directly in Mosaic by following these [Instructions](#).

To reiterate, census information is confidential and carefully protected in compliance with McMaster's [Statement on Collection of Personal Information and Protection of Privacy](#) and the [Freedom of Information and Protection of Privacy Act of Ontario \(FIPPA\)](#).

If you have any questions about the census or would like additional information about McMaster's Employment Equity program, please visit the [Employment Equity](#) website, review our [Frequently Asked Questions](#) or contact May-Marie Duwai-Sowa, Employment Equity Specialist, Human Resources at duwaisom@mcmaster.ca or 905-525-9140 ext. 24395.

Please note that weekly reminders will be sent to employees who have yet to complete the Diversity Counts Census in an effort to reach the targeted completion rate.

Thank you for your participation on this very important initiative.