

# **Breaking the Glass Ceiling: An Appreciative Inquiry and Recommendations for Faculty Gender Equity and Inclusivity in the UBC Faculty of Medicine**

## **Participant Information Sheet**

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### **Co-Investigators:**

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Cheryl Holmes, Clinical Professor and Head, Division of Critical Care Medicine, Department of Medicine, Associate Dean Undergraduate Medical Education  
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Naznin Virji-Babul, Associate Professor, Physical Therapy and Senior Advisor to the Provost on Women and Gender-Diverse Faculty  
Lynn Straatman, Clinical Assistant Professor, Department of Medicine (Cardiology and Palliative Care), Department of Pediatrics (Adolescent Health); Medical Director, Cardiac Function Clinic; Co-chair Physician Diversity, Equity and Inclusion Committee VCH  
Neila Miled, Anti-Racism Advisor, Office of Respectful Environments, Equity, Diversity, Inclusion  
Alana Flexman, Clinical Associate Professor and Vice-Chair Equity, Diversity, Inclusion, Department of Anesthesiology, Pharmacology and Therapeutics  
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Sarah de Leeuw, Professor, Northern Medical Program  
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This project aims to increase gender equity and inclusivity within faculty positions and faculty leadership of the UBC Faculty of Medicine by exploring the perspectives and ideas of faculty members who identify as cis or trans women, trans men or as Two Spirit, intersex, gender non-binary, agender, gender fluid or otherwise gender diverse. We are also interested in other aspects of identity that may contribute to your experience. The project deliverable is a set of concrete and actionable recommendations for advancing gender equity and inclusivity in the UBC Faculty of Medicines.

If you are a UBC\* faculty member (tenure-track, academic, clinical, affiliate, associate etc) who identifies as a cis or trans woman, trans man or as Two Spirit, intersex, gender non-binary, agender, gender fluid or otherwise gender diverse, we invite you to participate. We are particularly interested in the perspectives of individuals who identify as Indigenous, Black, and People of Colour.

\*This includes faculty members at UNBC, UVic and UBC-O who are connected to and work within UBC contexts (e.g. Northern Medical Program)

### **WHY IS THIS RESEARCH BEING DONE?**

Attaining gender equity in senior leadership and in senior faculty roles in the Faculty of Medicine remains surprisingly challenging. Many solutions have been suggested in the literature but there has been less focus on systemic and structural changes that would remove barriers for, and embrace the strengths and abilities of, women and gender diverse faculty members- particularly those who are visibly racialized- thereby enabling their success in senior faculty and leadership roles.

We are interested in your ideas about how the university, faculty and your department/unit can work toward gender equity. We would like to build on your past experiences, your vision of the ideal workplace and your ideas for concrete actions that can be taken.

### **WHAT IS THE PURPOSE OF THIS STUDY?**

The Faculty of Medicine's Strategic Plan<sup>1</sup> (Organizational Pillar) has as one of its goals "to cultivate a respectful, inclusive and discrimination-free- organizational culture with systems that support everyone in achieving their fullest potential." Specifically, the Faculty of Medicine aspires to "...*eliminate systemic barriers, ensure equity across all of our policies, processes, guidelines and norms, and foster a culture that actively extinguishes any discrimination that may arise.*" This project aims to advance this goal by creating a better understanding of the barriers and facilitators that impact women and gender diverse faculty in our local context and, importantly, their ideas for change. Our ultimate aim of this work is to inform systemic and structural change to promote gender equity in the Faculty of Medicine.

### **WHO WILL BE CONDUCTING THIS STUDY?**

The advisory group members (listed above), including the principal investigator, and both research assistants have extensive collective qualitative research experience and expertise, expertise in equity-oriented research,

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<sup>1</sup> [https://med-fom-stratplan-2021.sites.olt.ubc.ca/files/2021/09/UBC\\_Faculty\\_of\\_Medicine\\_Strategic\\_Plan\\_20212026\\_Final.pdf](https://med-fom-stratplan-2021.sites.olt.ubc.ca/files/2021/09/UBC_Faculty_of_Medicine_Strategic_Plan_20212026_Final.pdf)

experience with conducting interviews and life-long and professional experiences and intersectionalities that qualify them to conduct this work. Both research assistants are PhD candidates in the Faculty of Education and have extensive expertise and experience with equity-oriented research and conducting interviews.

### **WHAT WILL BE MY RESPONSIBILITIES IF I CHOOSE TO PARTICIPATE?**

There are several options for participation: (1) online survey (2) individual interview (3) group interview and/or (4) participant forum (using data from the literature, surveys and interviews, we will work together to draft recommendations). The survey and interviews will focus on your lived experiences and promising initiatives, your ideas for systems and structures that will promote gender equity and concrete steps that can be taken by the Faculty of Medicine to advance gender equity. Participation also includes a short demographic survey to ensure that our sample is diverse across gender identity, racial/ethnic background, geography/location, faculty rank, career stage etc. Our study is also interested in intersecting identities (in addition to gender) that may impact your experience with equity and inclusion. To protect your identity, demographic categories with fewer than five respondents will be suppressed and/or aggregated.

### **ARE THERE ANY RISKS TO DOING THIS STUDY?**

We do not anticipate any major risks involved in participating in this study. However, you may feel uncomfortable or distressed discussing experiences of inequity and discrimination based on gender and/or other identities. We will provide you with information on mental health resources and supports in case you experience discomfort or distress. There is also a very small risk that the confidentiality of your information may be breached; however, this risk is small, as data will be de-identified and stored separately from your contact information in password protected and encrypted folders. During the interviews, you may choose to use a pseudonym or nickname during the interview to further protect your identity.

*For group interviews only:* We encourage all participants to refrain from disclosing the contents of the discussion outside of the focus group; however, we cannot control what other participants do with the information discussed.

Survey data is anonymous. The interview will be audio-recorded and transcribed. Any quotations will be anonymized. Participation in this study will not have implications for your education or future work, unless there is a privacy breach. The interview will be conducted by a non-Faculty of Medicine research assistant, to protect your privacy. Only the research assistants, transcriptionist and Principal Investigator will have access to the audio recording after the interview is complete.

Participants and research assistants will schedule the interview at a mutually agreeable time via Zoom or in-person. For those choosing in-person, the research assistant will be vaccinated and use an appropriate mask. Participants will have the option of wearing a mask. For those choosing to participate virtually, this study will use the Zoom platform to collect data. Zoom is an externally hosted, UBC-licensed, cloud-based video conferencing service. Links to their privacy policies are available here: <https://zoom.us/privacy>. There is a small risk that data collected on external servers may be compromised. Please talk to the researcher if you have any concerns. The interview transcripts will be stored on a secure encrypted cloud-based storage server offered by UBC called OneDrive.

The study team is comprised of members who hold diverse identities, and we will make every effort to ensure a culturally safe space in all aspects of the study.

### **WHAT ARE THE POSSIBLE BENEFITS?**

Individual participants may or may not benefit from this study. However, results from this study will be used to inform systemic and structural changes at UBC.

### **HOW WILL MY INFORMATION BE HANDLED?**

Confidentiality will be respected and no information that discloses your identity will be released or published in the Faculty recommendations or any resulting publication. Data will be de-identified during transcription, using a participant identification code. Once data analysis is complete the data will be stored on a password protected server. Identifying information includes your consent information, containing your signature and identity. Consent information and data from surveys and interviews will be kept on file for 5 years at which point all data will be deleted from the records.

The audio-recordings of the interviews will be transcribed (typed) by a professional third-party. Any identifying information you disclose in the audio-recording will be removed once the interview is transcribed. Audiotapes will only be available to the transcriptionist and Principal Investigator. They will be destroyed after transcription of the audio files.

We recognize that some of our research team members may be in a position of power over you, now or in your future career. To protect your confidentiality, only the two non-Faculty of Medicine research assistants will have access to potentially identifying information. Team members will only have access to the data once it has been transcribed and de-identified (interviews). The survey data are anonymous.

### **WHAT IF I CHANGE MY MIND ABOUT BEING IN THE STUDY?**

We also understand that circumstances may change, and you can withdraw from the study at any time during the study, and up to six months after the study is over. If you choose to withdraw, you may decide to include or withdraw any information you have already provided.

### **WHAT IF I HAVE QUESTIONS ABOUT THE STUDY?**

If you have questions or need more information about the study, please contact Dr. Maria Hubinette (UBC Principal Investigator) at [maria.hubinette@ubc.ca](mailto:maria.hubinette@ubc.ca) or 604-831-6458.

If you have any concerns or complaints about your rights as a research participant and/or your experiences while participating in this study, contact the Research Participant Complaint Line in the UBC Office of Research Ethics at 604-822-8598 or if long distance e-mail [RSIL@ors.ubc.ca](mailto:RSIL@ors.ubc.ca) or call toll free 1-877-822-8598.

### **HOW CAN I PARTICIPATE?**

Survey Link: [https://ubc.ca1.qualtrics.com/jfe/form/SV\\_6D7pIVnxguSKHMW](https://ubc.ca1.qualtrics.com/jfe/form/SV_6D7pIVnxguSKHMW)

To schedule an individual or group interview: [med.genderequity@ubc.ca](mailto:med.genderequity@ubc.ca)