ANNUAL REPORT FY 2023-2024

UCI Division of Equal Opportunity and Compliance

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A MESSAGE FROM THE VICE CHANCELLOR

DEAR ANTEATERS,

I am pleased to present the Division of Equal Opportunity and Compliance (DEOC)'s annual report for fiscal year (FY) 2023-24 which highlights the University's commitment to fostering an inclusive and equitable environment for all members of our community. This past year has been marked by significant progress across multiple areas, from improving accessibility and transparency to strengthening compliance frameworks and expanding complaint resolution resources. Each initiative underscores DEOC's dedication to creating a safe, respectful, and responsive environment where all members of the UCI community can thrive.

For the third year in a row, the Office of Equal Opportunity and Diversity (OEOD) experienced an increase in the number of matters reported, receiving more than 1,400 reports from students, staff, faculty, and patients, signifying an increase of approximately 19% from last year. Similarly, reports to the Whistleblower Office increased by approximately 40% from last year with health-related reports comprising over half of the caseload. The increase in reporting and utilization of OEOD and Whistleblower Office resources indicates a growing trust in our processes. We are committed to fostering an environment where individuals feel safe to voice their concerns without fear of retaliation.

This past year, OEOD continued to advance accessibility across UCI. Key achievements included enhanced digital usability, strengthened emergency preparedness, improved physical accessibility, and proactive updates in response to new federal accessibility regulations.

The Public Records Office (PRO) continued to promote transparency and public access to records in FY 2023-24. Public Records Act (PRA) requests processed by the PRO increased by approximately 20%. The complexity of PRA requests also rose significantly. The PRO's efforts in this area reinforce the dedication to public accountability and uphold the trust of the community.

In FY 2023-24, the Office of Administrative Policies and Procedures conducted a thorough review to align policy management processes with best practices and standards. A key achievement was the implementation of new policy management software, enhancing UCI's compliance framework while improving efficiency and access to policies, organization charts, and delegations of authority across the University.

As we reflect on the past year, we are inspired by our progress and energized by the work that lies ahead. Together, we will continue to cultivate a culture of inclusivity, respect, equity, and compliance.

Thank you for your support and commitment to these vital initiatives.

Sincerely,

Kirsten K. Quanbeck
Vice Chancellor
Equal Opportunity and Compliance

ACCESSIBILITY

FY 2023-24 was a successful year for Americans with Disabilities Act (ADA) compliance. UCI completed or is in the process of making the following accessibility upgrades:

- Manual accessibility testing of 38 webpages covering four UCI departments as part of a campuswide educational effort.
- Implementing the accessible emergency planning checklist items in President Drake's March 19, 2024, letter to all UC locations, including implementation of an individualized emergency evacuation plan system for people with disabilities.
- Increasing accessibility in multiple buildings throughout campus, including installation of additional evacuation chairs in Housing and other areas of campus.
- Complying with newly issued United States Department of Justice (DOJ) regulations requiring public entity websites and mobile applications to meet WCAG 2.1 AA standards for accessibility.
- Complying with newly issued United States Department of Health and Human Services (HHS) regulations for accessible medical diagnostic equipment in May 2024.

The Office of Equal Opportunity and Diversity (OEOD) continues to bring down digital, programmatic, and architectural accessibility barriers. The following table breaks down the areas of accessibility concerns addressed in FY 2023-24:

Total Reports (FY 2023-24)	Percentage
Architectural Access	71.43%
Digital Access	7.14%
Program Access	7.14%
Reasonable Accommodation	14.29%
Grand Total	**100.00%**

UCI Libraries, with initial consultation from the ADA Coordinator, adopted Morphic software on all of its public computers. Morphic is a free software that makes it easier for computer users to access built-in accessibility tools. Use of these tools at UCI Libraries increased significantly after adoption of Morphic, as show in the following table.

Comparison of accessibility feature usage pre-/post-Morphic installation *(excluding the initial month after installation)*			
Feature	Average Use Pre-Morphic	Average Use Post-Morphic	Increased Usage Factor
Text Size	83	212	257% or 2.57 times the usage
Magnifier	2	31	1563% or 15.63 times the usage
High Contrast	1	57	5700% or 57 times the usage
Color Blindness	0	31	Infinite (0 to 31 uses a month)

ADMINISTRATIVE POLICIES & PROCEDURES

In FY 2023-24, the Office of Administrative Policies & Procedures implemented several key projects:

- All delegations of authority, organization charts, and policies were migrated into a new policy management software system, Ellucid. Ellucid facilitates document management, which aligns UCI with current best practices for policy management that are utilized within the UC system. Ellucid allows for the policy management process to be more accessible and efficient, as well as mitigates risk to the institution by maintaining accurate and current policies, delegations, and organization charts.

- The Office of Administrative Policies & Procedures also implemented several infrastructure projects to better meet the data and information demands of the enterprise. These projects include development and implementation of an organization chart chronology and archive catalog which traces the evolution of each unit and its administrators, allowing for more accurate policy and delegation administration enterprise wide.

- All academic units were added to the organization chart portfolio, creating UCI's only comprehensive catalog of all high-level unit administrators. All organization charts are maintained in real-time to ensure accurate information is provided to the UCI community on a continuous basis.

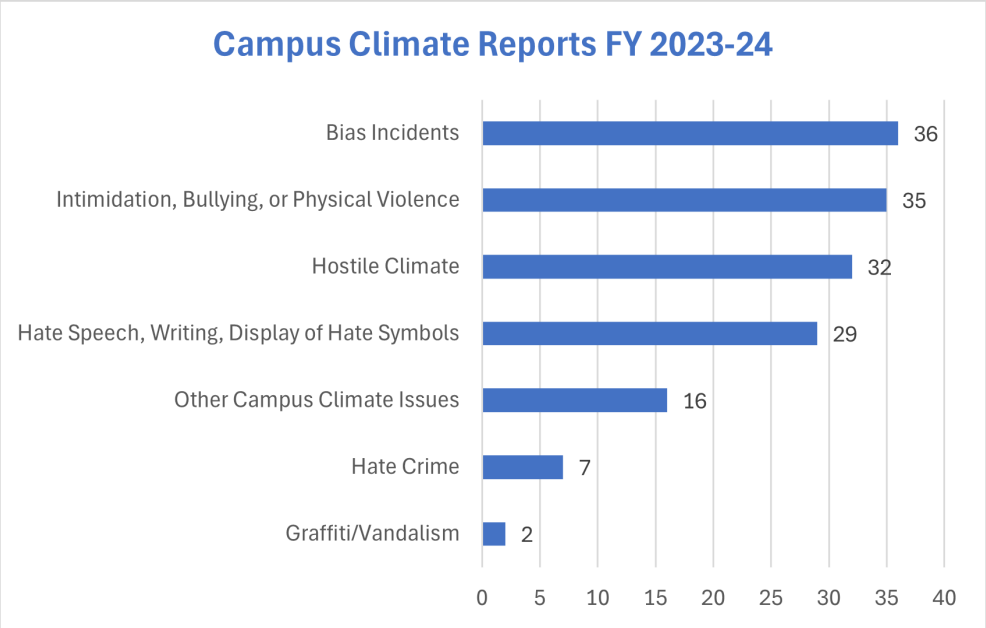
- A delegation of authority (IDA) matrix was developed to provide an enterprise-wide, high-level account for each administrative title's delegated authorities from 1965 to present day.

UCI Policies & Procedures By the Numbers

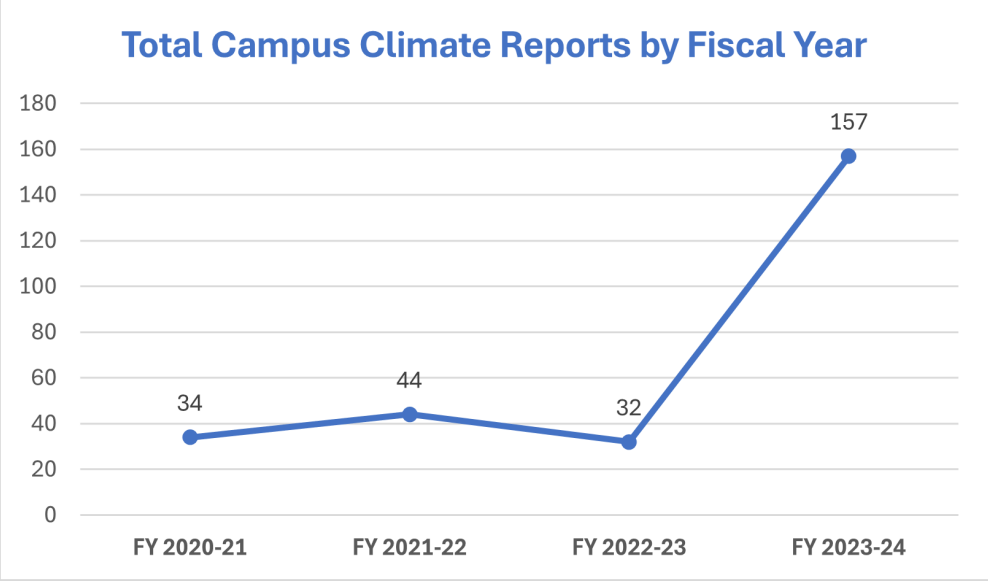
25	• New and revised policies
12	• New and revised delegations of authority
5	• Coordination of Systemwide Presidential Policy Reviews
100%	• Conflict of Interest Form 700 filer completion rate
161	• Increase in # of Conflict of Interest filers for the 2023-24 filing period

CAMPUS CLIMATE REPORTS

In FY 2023-24, UCI received a total of 157 campus climate reports relating to non-criminal acts of hate, bias, or intolerance.



Overall, campus climate reports substantially increased in FY 2023-24 as compared to previous fiscal years.



COMPLAINT RESOLUTION

The Office of Equal Opportunity and Diversity (OEOD) again saw an overall increase in casework this past fiscal year. On the campus, sexual harassment and race-based discrimination continued to be the most reported complaint bases, with many affiliates choosing to pursue their concerns through informal resolution.

In February 2024, UC launched the Systemwide Office of Civil Rights and codified nondiscrimination policies for all populations into one systemwide UC Anti-Discrimination Policy. This policy is aligned with UCI's longstanding nondiscrimination policies and approach to case resolution.

With the expansion in the UCI Health enterprise of four new Community Network hospitals, OEOD conducted trainings with key partners to ensure training on University policies and procedures, responsible employee reporting, and timely referral of civil rights matters. OEOD continued to see an increase in reporting in the health enterprise, with race discrimination and sexual harassment being the most reported bases. Most matters in the health enterprise involved employee workplace concerns followed by patient-related concerns. OEOD also continued its work on multi-disciplinary collaborative triage teams, served on workgroups to implement policy, ensured compliance with new federal regulations and guidance from Health and Human Services, and developed innovative trainings in partnership with Human Resources and the Office of Faculty and Staff Support Services, including a training on sexual harassment prevention and trauma-informed practices in healthcare.

Did you know?
RESPONSIBLE EMPLOYEES MAKE A DIFFERENCE.
Almost two-thirds of all reports to OEOD come from Responsible Employees.

Complaint Resolution By the Numbers

1,480	• Total Reports Received*
1,267	• Consultations & Inquiries
163	• Alternative & Informal Resolutions
22	• Agency & Formal Investigations
9	• Records Reviews (General)
9	• Records Reviews (NCAA)
7	• Preliminary Reviews
2	• Other Inquiries
1	• Records Reviews (Clinical)

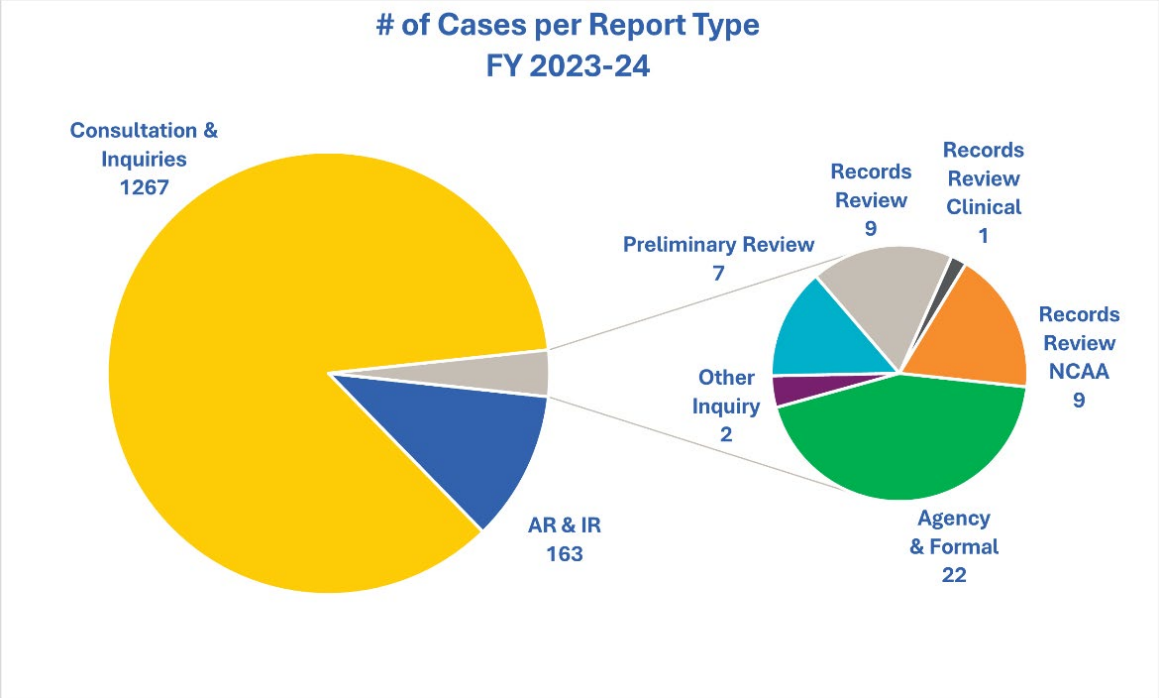
*For all locations, including UCI Health

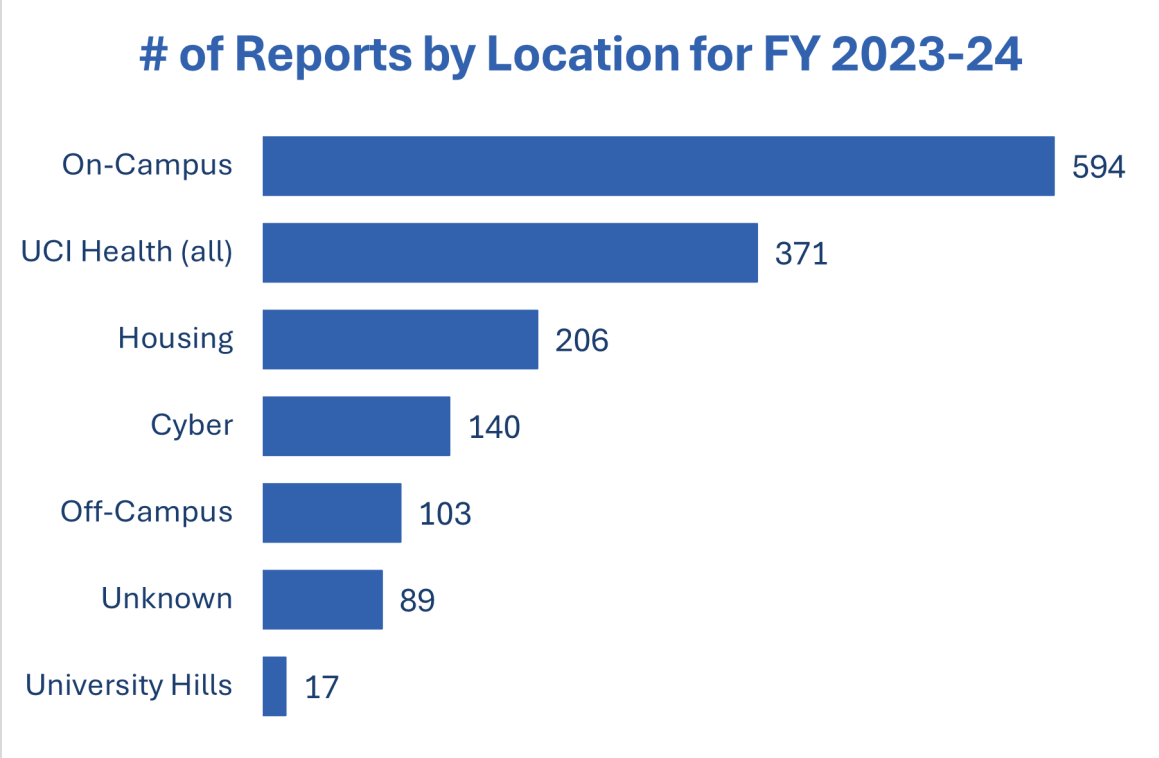
Complaint Resolution (UCI Health) By the Numbers

371	• Total Reports Received*
312	• Consultations & Inquiries
46	• Alternative & Informal Resolutions
7	• Agency & Formal Investigations
3	• Preliminary Reviews
2	• Other Inquiries
1	• Records Reviews (Clinical)

*For UCI Health locations

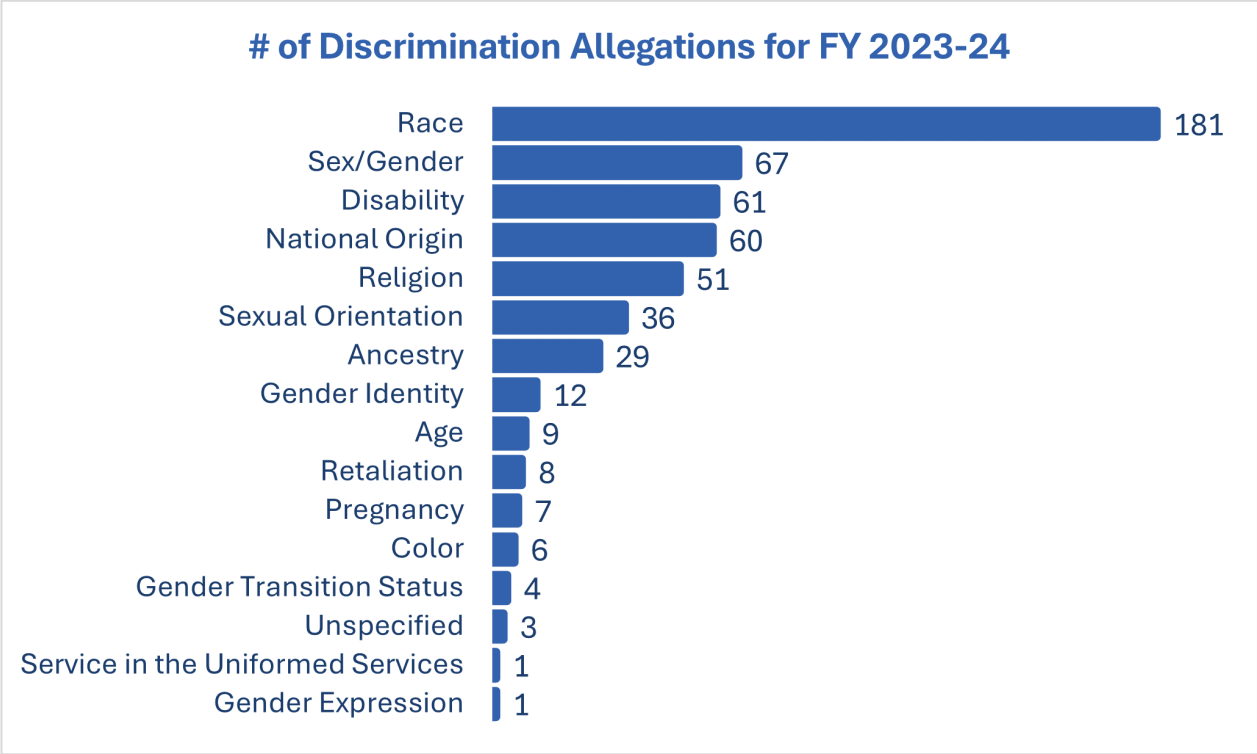
Received Discrimination & Sexual Harassment/Sexual Violence Reports (All Locations)[1]

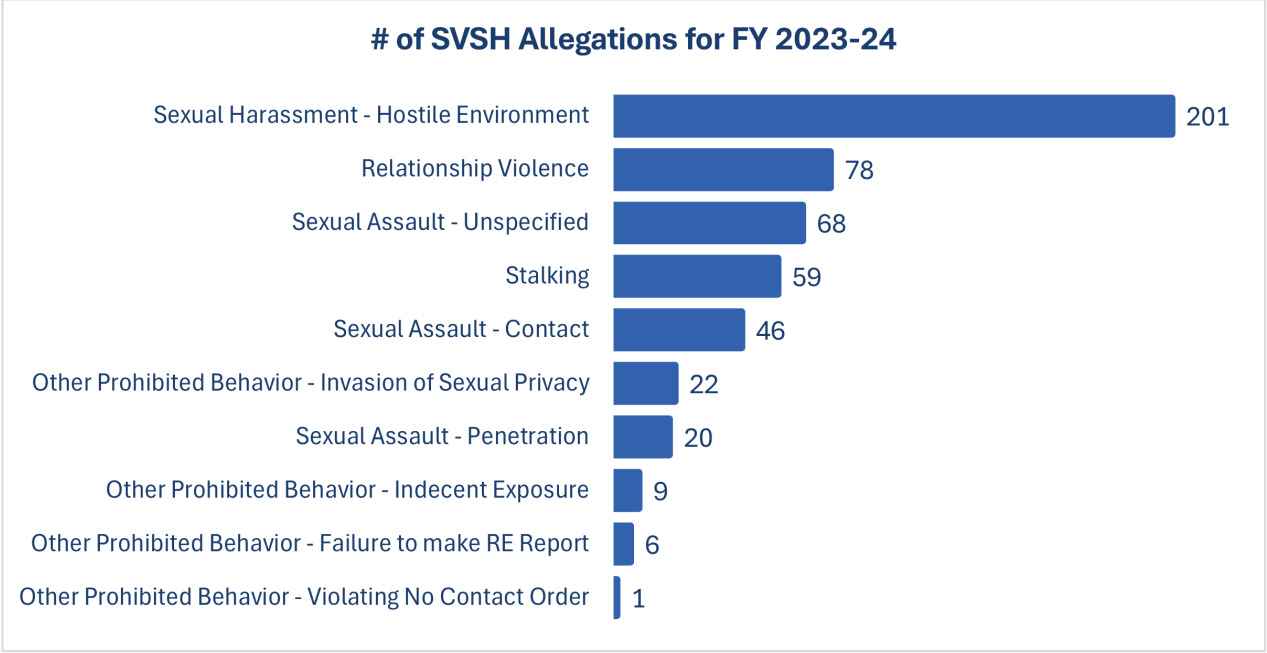




[1] Some reports included more than one incident.

Received Discrimination & Sexual Harassment/Sexual Violence Reports (All Locations)[2]

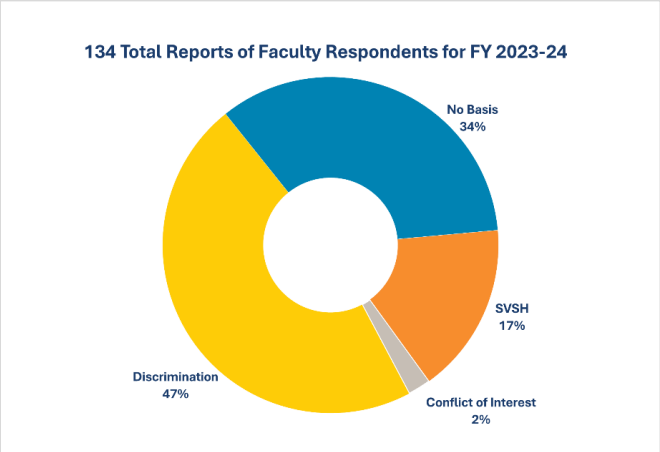


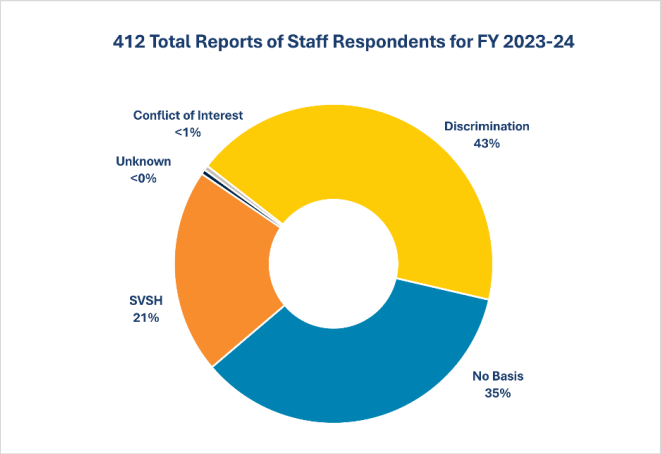


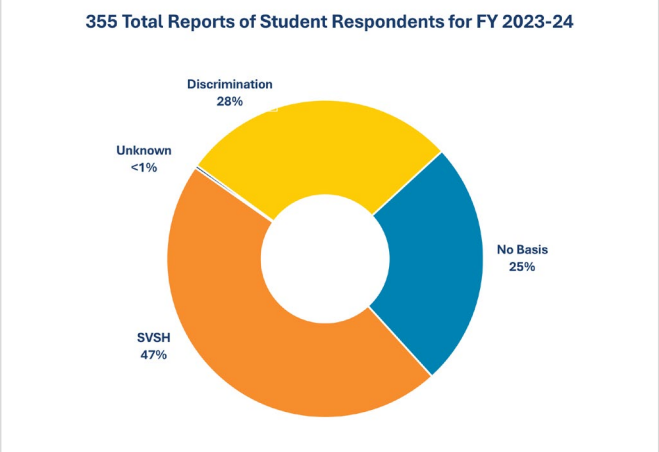
[2] Not all reports alleged a protected category. Some reports included more than one category.

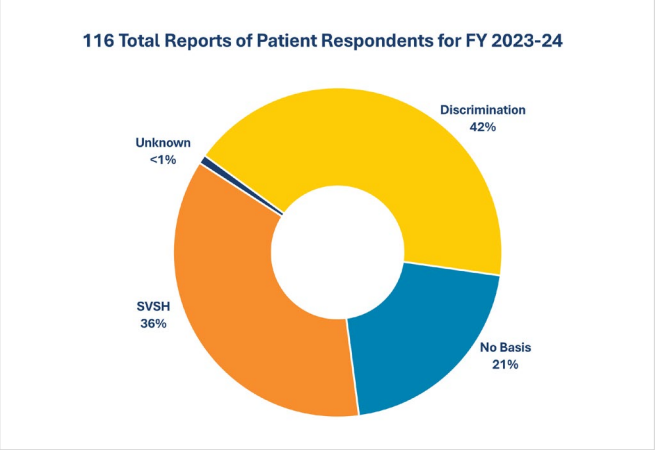
Report Type & Basis by UCI Respondent[3]

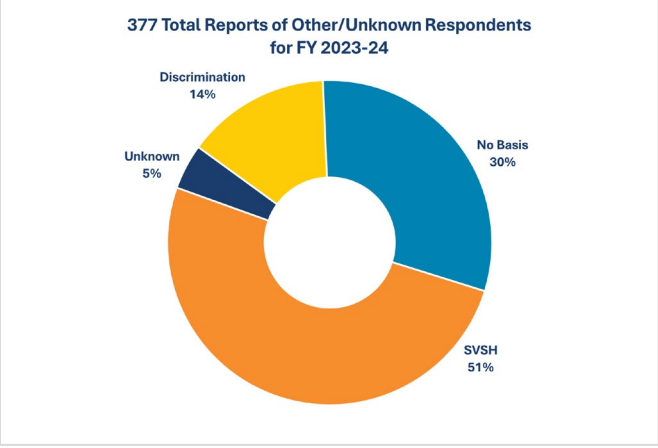
The following is a breakdown of reports received by Respondent type. Respondents are defined as the person alleged to have engaged in prohibited conduct under University policy.

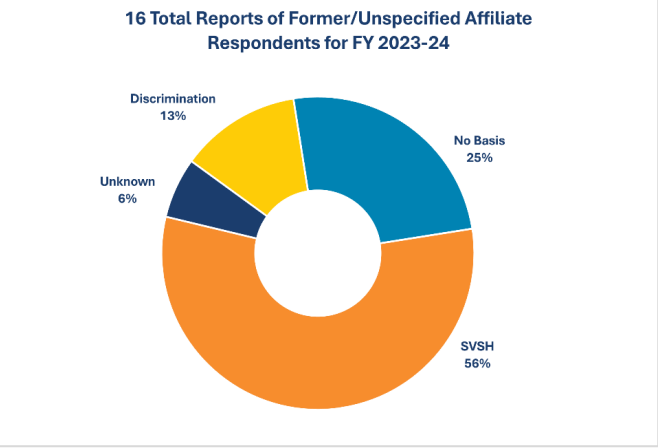






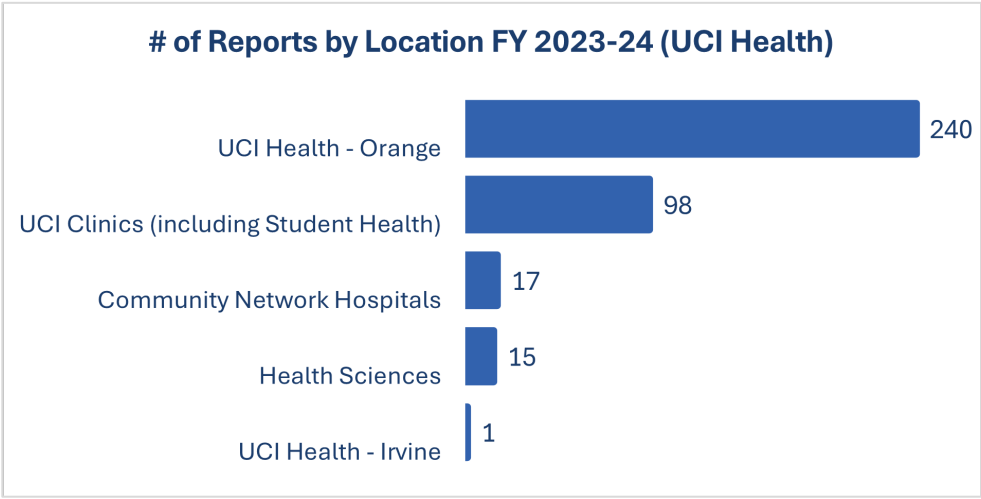


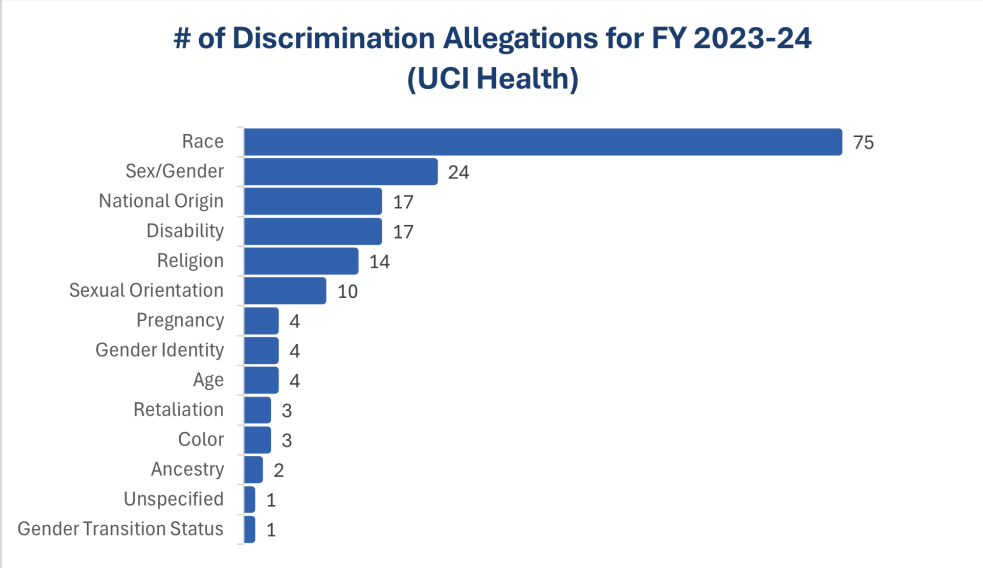


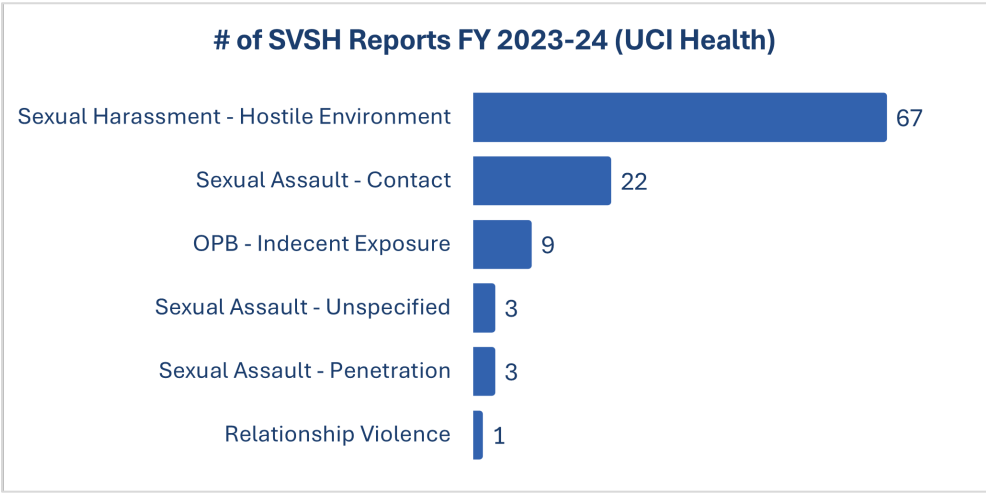


[3] Some investigations or agency cases may involve more than one Respondent.

Received Discrimination & Sexual Harassment/Sexual Violence Reports (UCI Health)[4]







[4] Not all reports alleged a protected category. Some reports included more than one category.

OEOD Sexual Violence and Sexual Harassment (SVSH) Prevention Trainings

SVSH Prevention Training Compliance Rates*

- **Faculty & Supervisory Employees** 90.6%
- **Non-Supervisory Staff** 84.2%
- **Graduate Students** New and ongoing students: 92.6% New law students: 91.8%
- **New Undergraduate Students** 86.8%

*Compliance rates reflect live/Zoom trainings and trainings completed via online training modules.

54 Total # of trainings delivered by OEOD team

3,338 Total # of faculty, staff, and students trained in live training

COMPLIANCE OFFICE

This past year, the Compliance Office provided support to campus partners in many key areas including:

- Review of international agreements of concern to identify and reduce risks for the University.
- Implementation of the inaugural National Science Foundation's (NSF) Foreign Financial Disclosure Report, which requires colleges and universities that receive NSF funding to report gifts and contracts at or exceeding $50,000 received from specific "foreign countries of concern."
- Continued compliance with section 117 of the Higher Education Act's requirements to report to the Department of Education all gifts or contracts/grants from the same foreign source that have a value of $250,000 or more, alone or in the aggregate, within a calendar year.
- Assistance with campus responses to various audits conducted by the California State Auditor's Office.
- Continued compliance with California's Child Abuse and Neglect Reporting Act (CANRA) which requires the university to identify "mandated reporters" and secure acknowledgement of their status and reporting obligations.
- Participation in UC Office of the President's General Compliance Briefing Workgroup to review and refresh the training modules.
- Co-chaired the Campus Ethics and Compliance Risk (CECR) Committee which examined key compliance and risk issues for the University in areas such as cybersecurity, research security and compliance, and artificial intelligence.
- Co-chaired the Risk Intelligence Committee (RIC) which advises CECR on all matters related to the University's enterprise-level risks and the effectiveness of their controls. RIC also facilitates the annual risk assessment process for the campus.

Mandatory Training Compliance

- The Compliance Office also monitored employee mandatory training compliance. The campus training compliance rates as of June 30, 2024, are as follows:

Mandatory Training	UCI 6/30/24
General Compliance Briefing: UC Ethical Values and Conduct	93.4%
UC Ethics and Compliance Briefing for Researchers	88.9%
UC Cyber Security Awareness Fundamentals	87.6%
UC Sexual Violence and Sexual Harassment Prevention Training for Non-Supervisory Staff	84.2%
UC Sexual Violence and Sexual Harassment Prevention Training for Supervisors and Faculty (AB 1825)	90.6%
Abusive Conduct in the Workplace	89.8%

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

The Equal Opportunity/Affirmative Action (EO/AA) team within the Office of Equal Opportunity and Diversity (OEOD) provides compliance oversight of and support for the University's affirmative action programs, including the annual preparation of the federal affirmative action plan. Additionally, this unit provides consultation services to UCI constituents on EO/AA considerations in employment, outreach, programs and policies, and is one of the institutional points of contact for federal and state agencies for equal opportunity and affirmative action compliance inquiries and compliance confirmation.

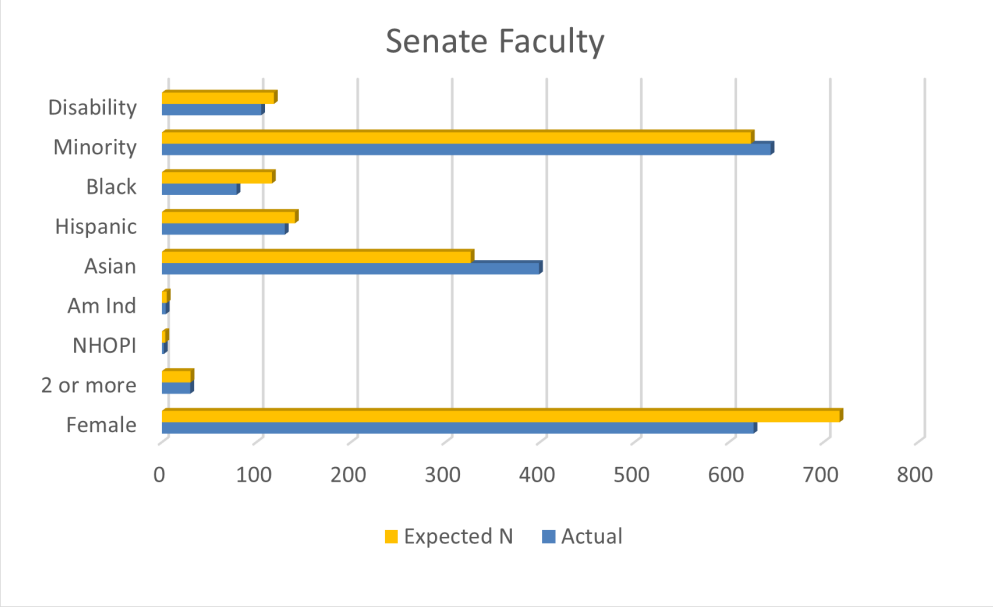
The EO/AA team reviewed 12 reorganization plans, 9 staff recruitment waiver requests, 52 academic recruitment waiver requests, 806 academic recruitment short list reports, and 617 academic recruitment search reports.

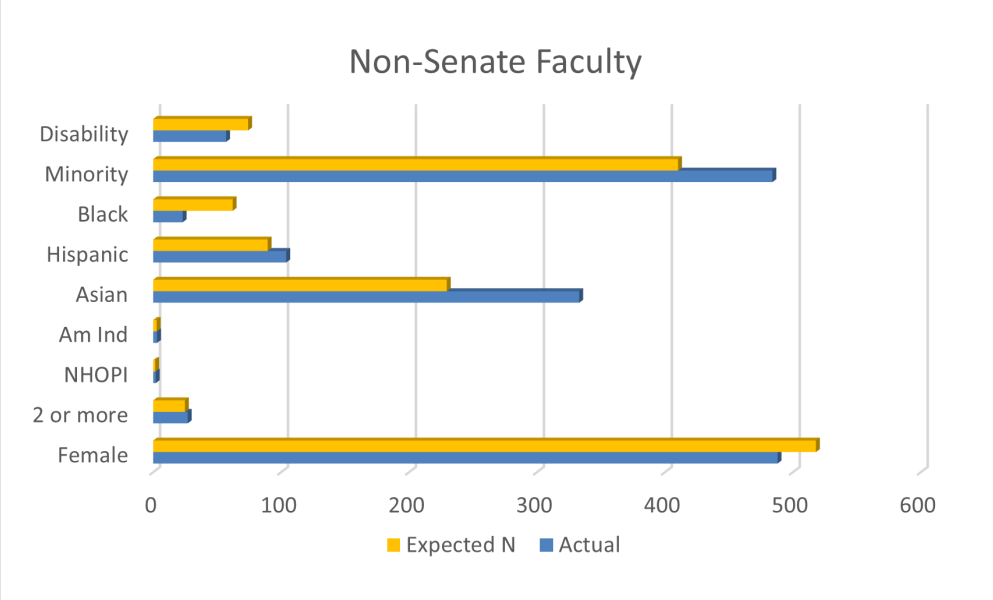
The EO/AA team also responds to ad hoc requests for demographic data on employees at UCI for planning purposes of units and committees. The tables below reflect the demographics of the UCI workforce as of June 30, 2024.

	All UCI Employees	Academic	Campus Staff	UCIMC Staff	Community Network* Staff
	N=23,326	N=4,879	N=6,591	N=7,725	N=4,131
Gender					
Man	33.5%	49.5%	33.6%	27.3%	26.1%
Woman	61.2%	44.2%	60.0%	69.1%	68.2%
Decline to State	4.3%	5.6%	5.3%	3.2%	3.0%
Nonbinary	0.4%	0.5%	0.6%	0.2%	0.1%
Different Identity	0.0%	0.1%	0.0%	0.1%	0.0%
Unknown	0.7%	0.2%	0.5%	0.1%	2.5%
Ethnicity/Race					
American Indian / Alaskan Native	0.2%	0.2%	0.3%	0.2%	0.2%
Black, non-Hispanic	3.2%	2.7%	3.6%	2.8%	4.2%
Hispanic	27.7%	10.0%	30.1%	38.5%	24.4%
Pacific Islander	0.2%	0.1%	0.2%	0.3%	0.3%
URM Total	**31.4%**	**13.0%**	**34.2%**	**41.8%**	**29.1%**
Asian / Asian American	34.3%	33.5%	27.9%	36.2%	42.0%
Two or More	2.2%	2.0%	2.8%	1.5%	2.6%
Minority Total	**67.8%**	**48.5%**	**64.8%**	**79.4%**	**73.7%**
White, non-Hispanic	28.5%	48.1%	31.9%	18.0%	19.4%
Decline to State	2.5%	2.5%	2.1%	1.8%	4.4%
Unknown	1.2%	0.8%	1.2%	0.8%	2.4%
Do you have a disability, or have had one in the past? (Benchmark 7.0%)					
Yes	6.1%	5.9%	6.9%	5.4%	6.4%
Are you a protected veteran? (Benchmark 5.2%)					
Yes	1.0%	0.6%	1.1%	1.1%	1.4%

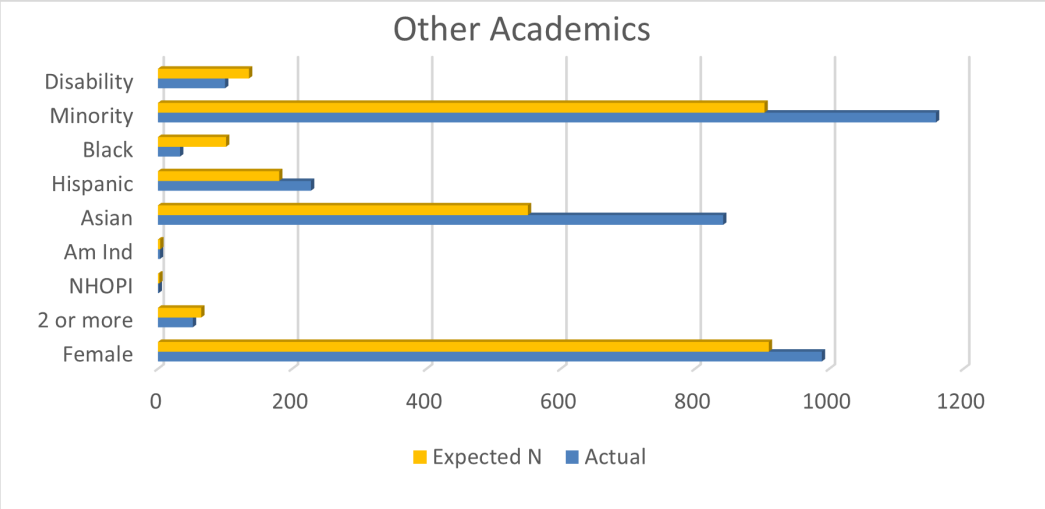
*Community Network = former Tenet hospitals acquired by UCI in March 2024

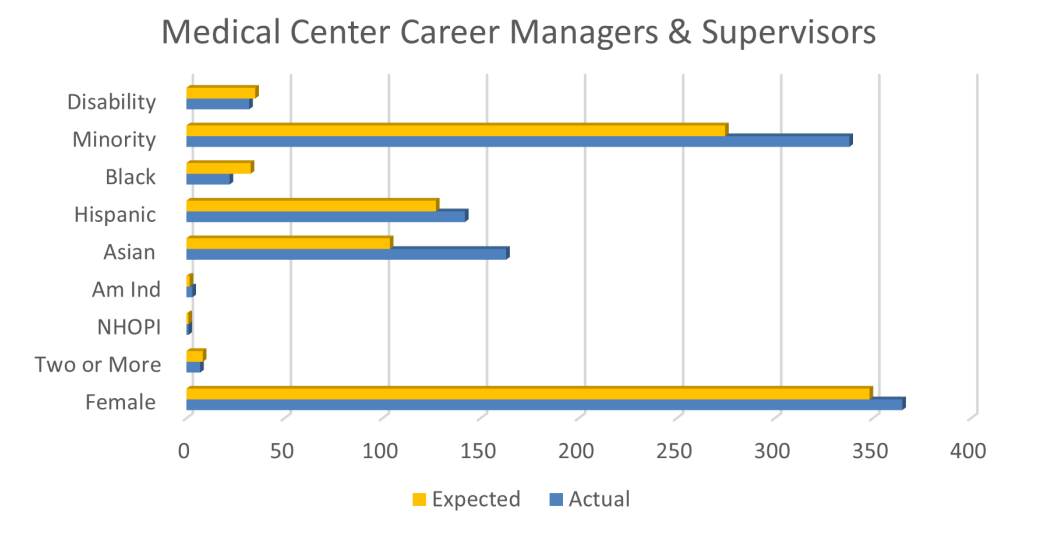
To aid the University in its affirmative action planning and efforts, the EO/AA team conducts utilization analyses that compare the expected composition of UCI's workforce to the actual composition. The charts that follow reflect a summary at the enterprise level of the actual and expected representation of women, minorities,[5] and individuals with disabilities in the UCI workforce as of October 31, 2023.[6] For the AAP, the analysis is conducted by job group.[7]

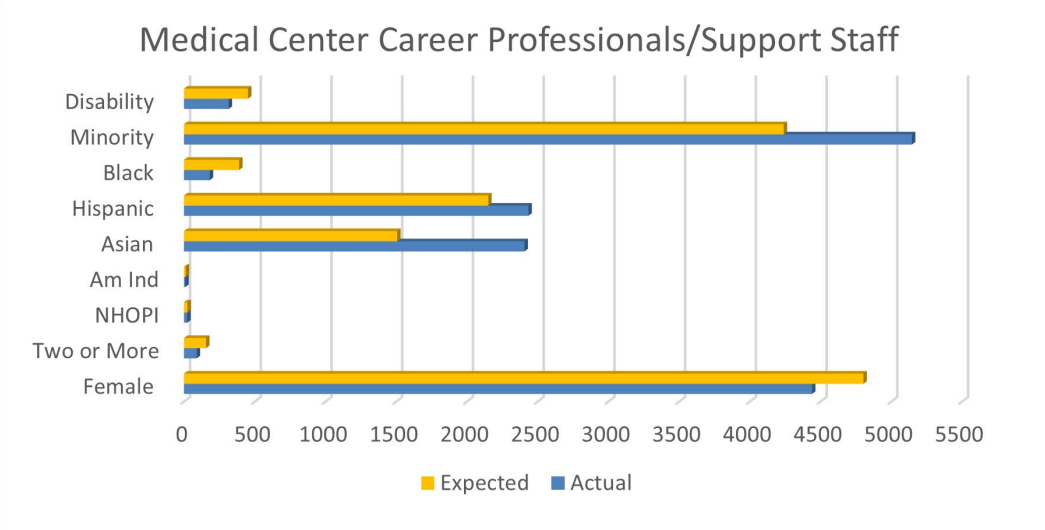




[5] Minority = all racial/ethnic groups except those who only indicated White/Caucasian or whose race/ethnicity is unknown. NHOPI = Native Hawaiian/Other Pacific Islander. "Two or more" includes people who identified with more than one of the racial groups listed.
[6] October 31 is the official extract date used for many University reports, including the annual Affirmative Action Plan.
[7] The more detailed analyses by job group are available for review in OEOD by appointment.


Other Academics
Disability
Minority
Black
Hispanic
Asian
Am Ind
NHOPI
2 or more
Female
0
200
400
600
800
1000
1200
Expected N
Actual


Medical Center Career Managers & Supervisors
Disability
Minority
Black
Hispanic
Asian
Am Ind
NHOPI
Two or More
Female
0
50
100
150
200
250
300
350
400
Expected
Actual


Medical Center Career Professionals/Support Staff
Disability
Minority
Black
Hispanic
Asian
Am Ind
NHOPI
Two or More
Female
0
500
1000
1500
2000
2500
3000
3500
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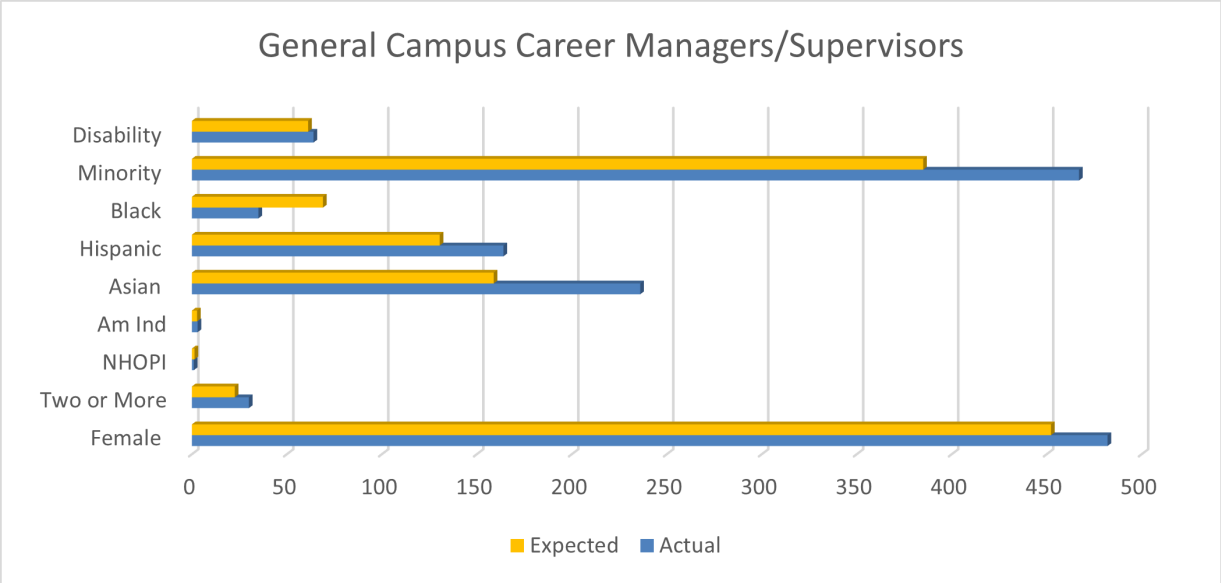
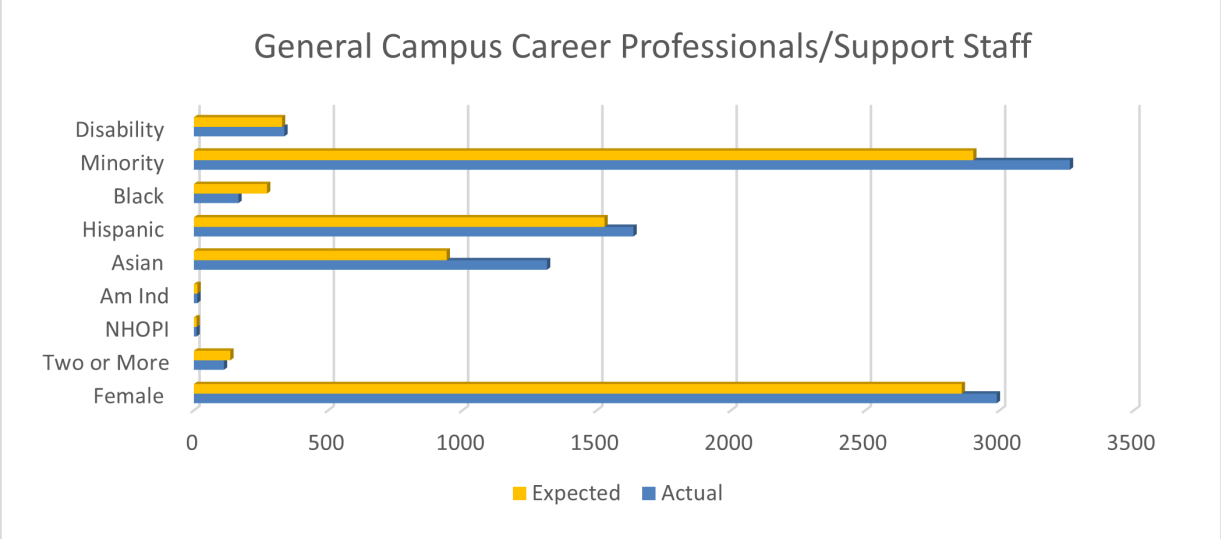
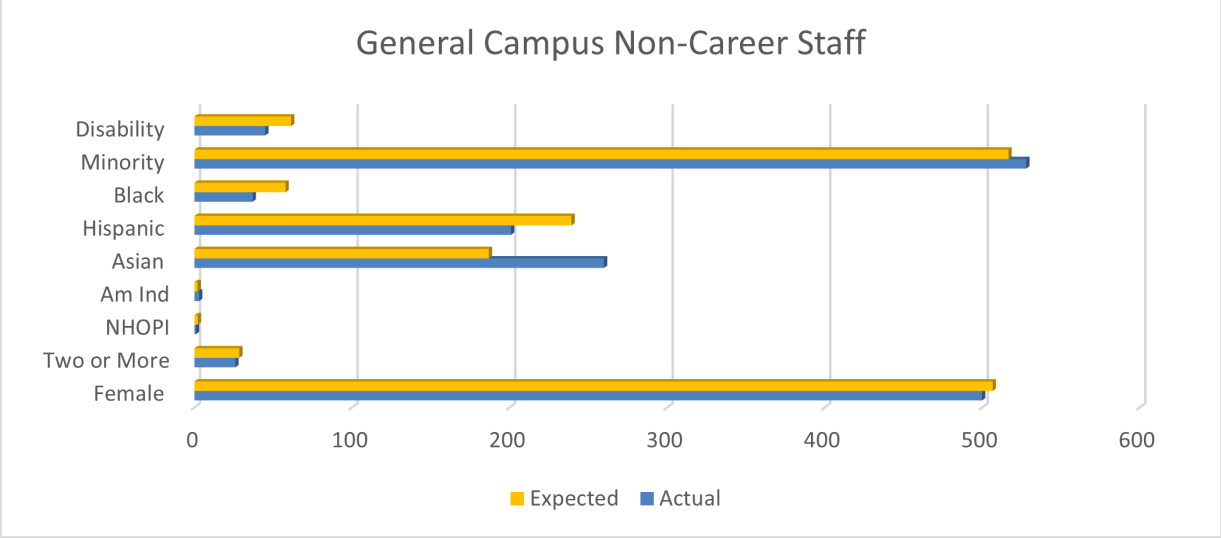
5500
Expected
Actual



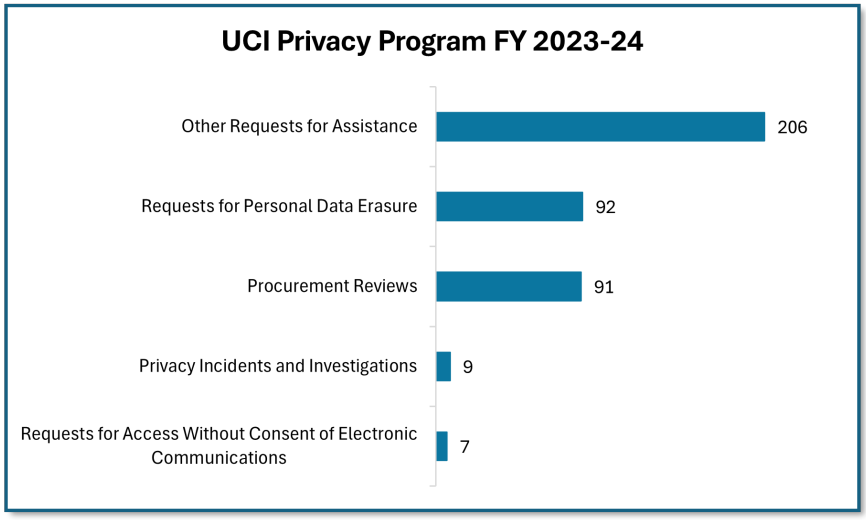


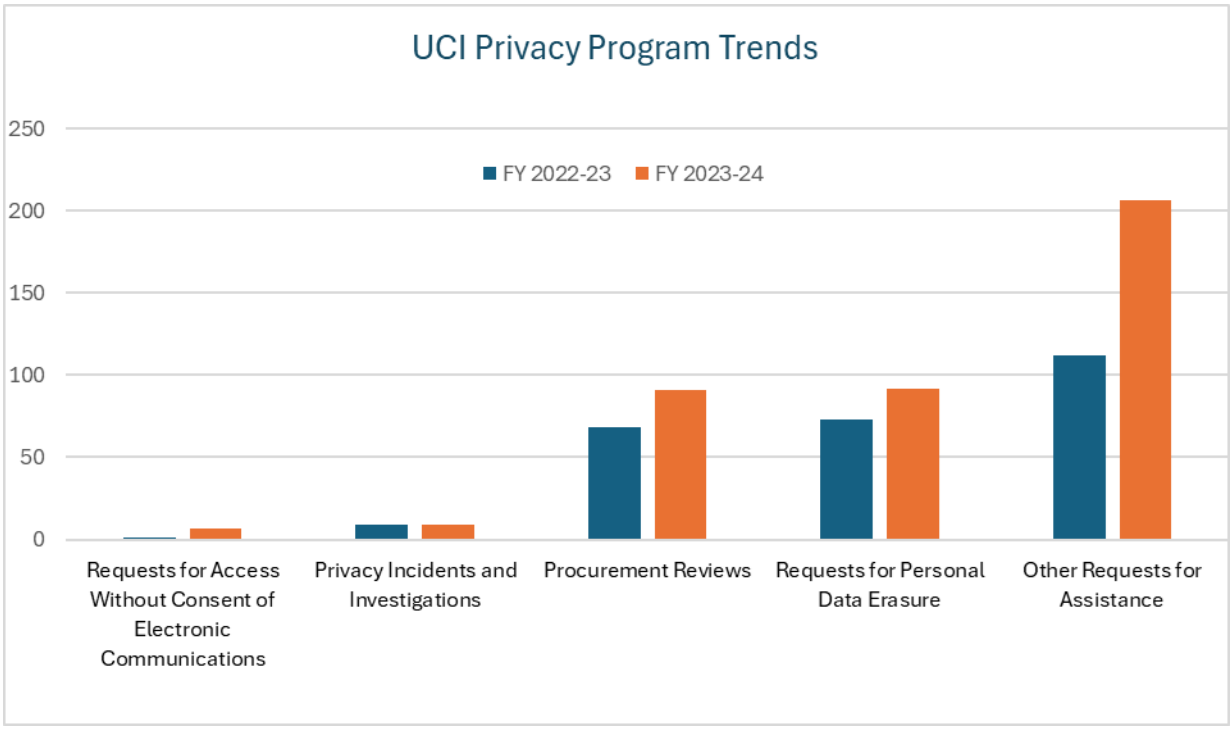


NOTE: Non-career includes contract, limited, per diem and floater appointments. Non-career employees were not separated out for the Medical Center due to small numbers.

PRIVACY

The UCI Privacy Office received over 200 requests for privacy assistance in FY 2023-24, an increase of approximately 84% from the prior year. The bulk of the office's work focused on requests for assistance from campus administration, faculty, campus community members, the UC Office of the President, and other UC locations ("other requests for assistance"), followed by requests for personal data erasure and procurement reviews.



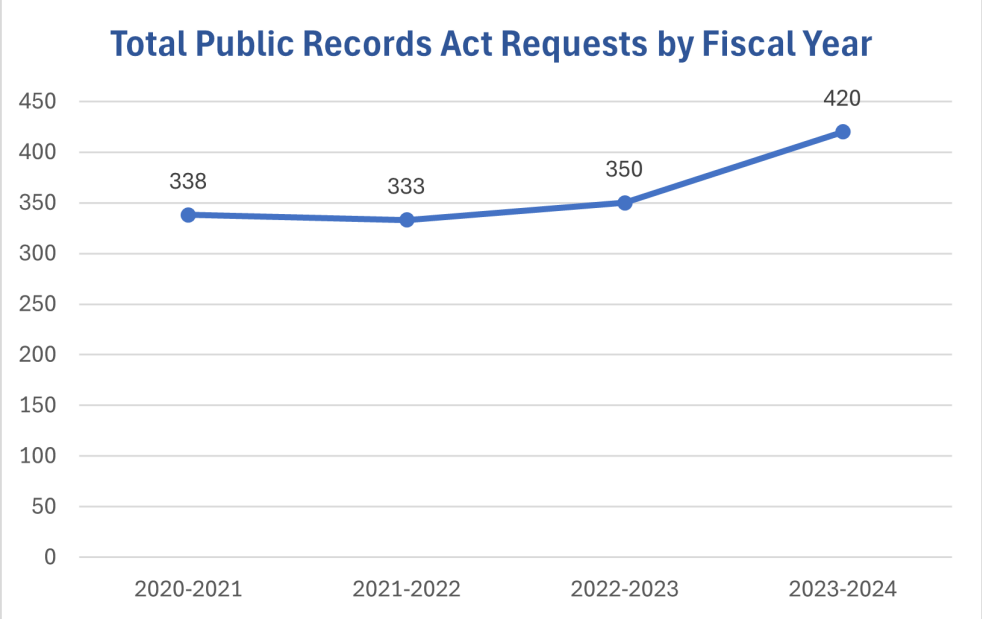


PUBLIC RECORDS OFFICE

In FY 2023-24, the Public Records Office (PRO) experienced a 20% increase in Public Records Act (PRA) requests from the prior fiscal year and saw a 39% increase in the number of items requested. In addition, the number of pages released by PRO increased by 32% in FY 2023-24. Of the total PRA requests received last year, approximately 20% were health-related requests.

Public Records Act Requests By the Numbers

420	3,394	209,200	163,791
• Requests Received	• Items Received	• Pages Reviewed	• Pages Released



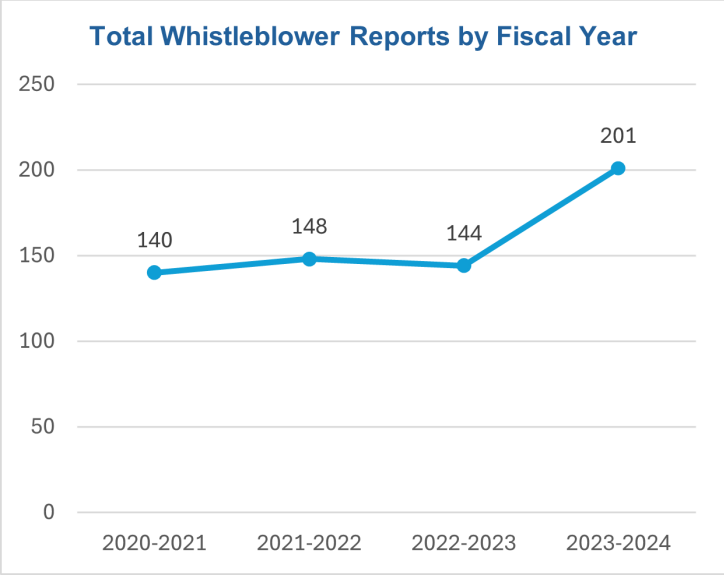
WHISTLEBLOWER OFFICE

In FY 2023-24, the Whistleblower Office received a total of 201 reports, a substantial increase of approximately 40% from the prior fiscal year.

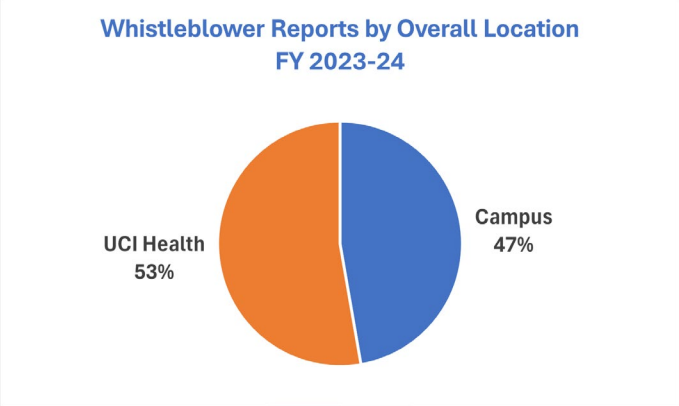
Whistleblower Reports By the Numbers

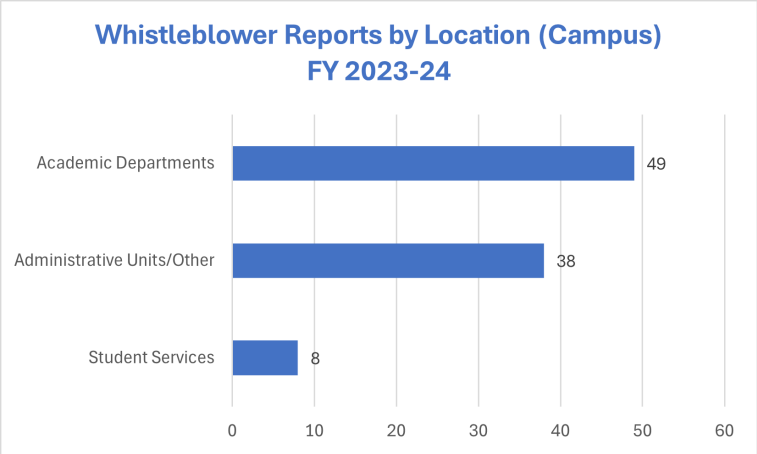
201	81	61	36	13	7	3
•Total Reports	•Reports Referred	•Investigations Not Warranted	•Investigations	•Reports Still Under Review	•Reports with Substantiated Issues	•Consultations

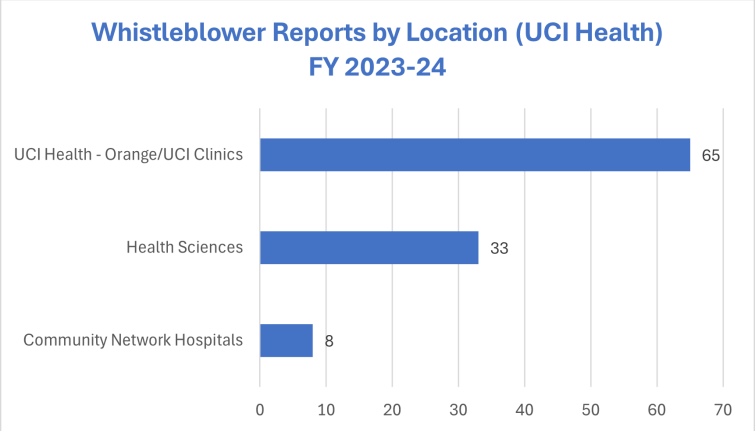
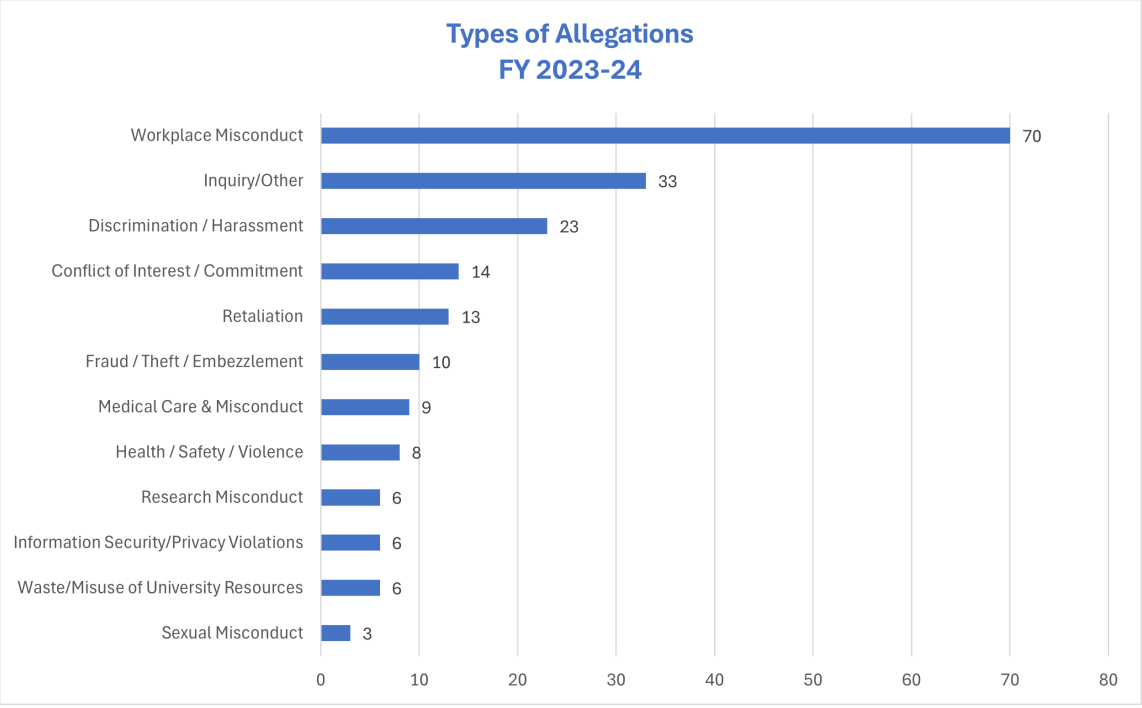
The overall volume of whistleblower reports has increased by approximately 44% from FY 2020-21 to FY 2023-24.



Of the 201 total reports received in FY 2023-24, over half (106 reports) arose from UCI Health locations.







The most frequently reported allegation in FY 2023-24 was workplace misconduct, followed by other allegations/inquiries, discrimination/harassment, and conflict of interest/commitment violations.