



2020 EDI FIRM SELF-ASSESSMENT TOOL

INTRO + FAQ

AUGUST 2020

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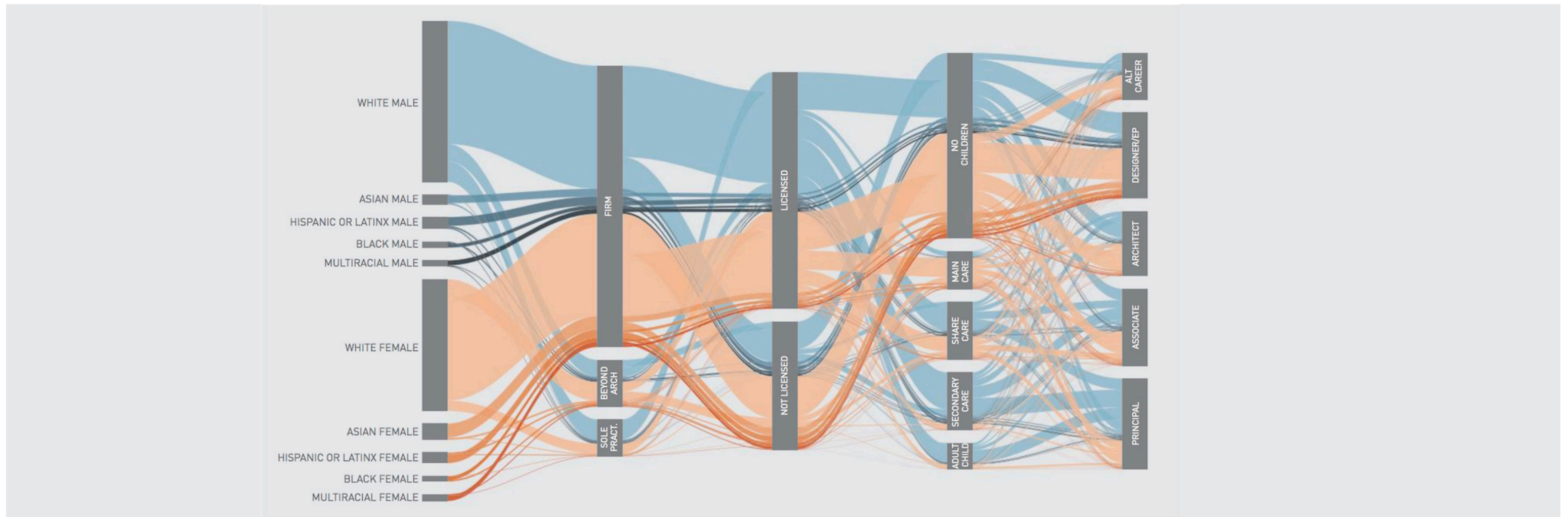
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1 - THE EDI FIRM SELF-ASSESSMENT TOOL



THE EDI FIRM SELF-ASSESSMENT TOOL: WHY IS IT NEEDED?



In the field of architecture, higher levels of leadership are less diverse than the profession as a whole.

This indicates of a lack of *Equity*.



Source: Equity by Design 2018 Equity in Architecture Survey

THE EDI FIRM SELF-ASSESSMENT TOOL

WHAT IS IT FOR?

The EDI Firm Self-Assessment Tool was developed by the EDI Committee to promote positive change towards better firm practices. It measures pay equity, along with initiatives that create a more equitable, diverse and inclusive practice.

It is designed not only to collect data, but use a tool for firms to internally measure progress in practice; a resource to potentially take yearly and track progress.

The tool is completely anonymous. Overall results will not be shown as averages only; no individual firm results or names will be reported.



THE FIRM SELF-ASSESSMENT TOOL

WHO IS IT FOR?

The EDI Firm Self-Assessment Tool is designed for firms of all sizes. Its purpose assess how to make a firm's policies and workforce more equitable.

Individual architects cannot fill out the survey at this time.

In order to accurately calculate a firm's pay gap and demographic figures, all current employees in the firm need to be accounted for. Therefore, the survey needs to be filled out by someone who has access to all employees' salary information, such as an HR Manager or Office Manager.



THE EDI FIRM SELF-ASSESSMENT TOOL

WHAT IS IT?

The EDI Firm Assessment Tool consists of two parts:

PART 1: WORKSHEET

PART 2: ONLINE SURVEY



PART 1: WORKSHEET

CALCULATE EQUITY IN YOUR FIRM

THE SELF-ASSESSMENT WORKSHEET is an Excel spreadsheet that helps simplify the process of calculating the Gender and Ethnic/Racial Pay Gap figures for your firm without having to report sensitive data online (i.e. salaries for employees). The calculations are based on the UK method of reporting the gender pay gap:

<https://www.gov.uk/guidance/gender-pay-gap-reporting-make-your-calculations>



PART 1: WORKSHEET

CALCULATE EQUITY IN YOUR FIRM

2020 AIA Chicago EDI Self-Assessment Tool - Worksheet - Example

Current Pay - All Employees in Chicago - Do Not Count Overtime - Enter Data into White Field Only								
1. Employee Demographics (use drop-down to input)			2. Ordinary (Base) Pay: Enter Data in EITHER 2a OR 2c, not both			3. Ordinary Hourly Pay (Calculated)	4. 2019/2020 Bonus (enter 0 if no bonus) (Enter "-" if not eligible for bonus in 2018)	5. Quartile (Calculated)
Employee ID	Gender Identity	Ethnic / Racial Identity	2a. SALARIED EMPLOYEES Yearly Pay (do not incl. overtime)	2b. ALL EMPLOYEES Hrs / Wk (Base) Full Time=40 (do not incl. overtime)	2c. HOURLY EMPLOYEES Hourly Pay (do not incl. overtime)			
17	Prefer Not to Say	White (Non Hispanic or Latino)	\$ 60,000.00	40.00		\$28.75	\$2,500.00	2
7	Female	Hispanic or Latino	\$ 45,000.00	20.00		\$43.12	\$0.00	3
4	Male	Native American or Alaska Native (Not Hispanic or Latino)	\$ 75,000.00	40.00		\$35.93	\$5,000.00	2
10	Male	White (Non Hispanic or Latino)	\$ 55,000.00	40.00		\$26.35	\$2,500.00	1
17	Prefer Not to Say	White (Non Hispanic or Latino)	\$ 60,000.00	40.00		\$28.75	\$12,500.00	2
5	Male	Native American or Alaska Native (Not Hispanic or Latino)	\$ 120,000.00	40.00		\$57.50	\$5,000.00	4
3	Female	White (Non Hispanic or Latino)	\$ 95,000.00	40.00		\$45.52		3
14	Female	White (Non Hispanic or Latino)	\$ 45,000.00	40.00	\$25.00	\$46.56	\$5,000.00	3
4	Male	Native American or Alaska Native (Not Hispanic or Latino)	\$ 55,000.00	40.00		\$26.35	\$350.00	1
10	Male	White (Non Hispanic or Latino)	\$ 55,000.00	40.00		\$26.35	\$5,000.00	1
17	Prefer Not to Say	Asian (Not Hispanic or Latino)	\$ 60,000.00	40.00		\$28.75	\$2,500.00	2
5	Male	White (Non Hispanic or Latino)	\$ 80,000.00	40.00		\$38.33	\$2,500.00	2
3	Female	White (Non Hispanic or Latino)	\$ 95,000.00	40.00		\$45.52	\$3,000.00	3
14	Female	White (Non Hispanic or Latino)	\$ 100,000.00	40.00		\$47.91	\$2,750.00	4
15	Male	White (Non Hispanic or Latino)	\$ 100,000.00	40.00		\$47.91	\$7,500.00	4
8	Female	Native Hawaiian or Pacific Islander (Not Hispanic or Latino)		40.00	\$50.00	\$50.00		4
11	Male	White (Non Hispanic or Latino)	\$ 225,000.00	40.00		\$107.80	\$3,000.00	4

6. PAY GAP FIGURES					
Employee Distribution	Gender Identity		Ethnic / Racial Identity		
	Non-Minority (Male) (2)	Minority (1,3,4)	Minority (1,3,8)		Non-Minority (White, Non-Latino) (2)
1-Lower quartile	3	50%	3	50%	1
2-Lower middle quartile	2	100%	0	0%	2
3-Upper middle quartile	0	0%	4	100%	1
4-Upper quartile	3	60%	2	40%	2

Pay Gap	Gender Identity			Ethnic / Racial Identity		
	Non-Minority (Male) (2)	Minority (1,3,4)	Gap	Minority (1,3,8)	Non-Minority (White, Non-Latino) (2)	Gap
Mean Ordinary Pay	\$45.82	\$46.44	-1%	\$40.28	\$44.52	10%
Median Ordinary Pay	\$37.13	\$46.04	-24%	\$39.53	\$45.52	13%
Mean Bonus Pay	\$3,856	\$2,688	30%	\$2,570	\$4,625	44%
Median Bonus Pay	\$4,000	\$2,875	28%	\$2,500	\$3,000	17%
% Paid Bonus	100%	83%	17%	83%	100%	17%

Identifiers (do not edit)

1 Female	1 Hispanic or Latino
2 Male	2 White (Non Hispanic or Latino)
3 Non-Binary/Third Gender	3 Black or African American (Not Hispanic or Latino)
4 Prefer to Self Describe	4 Native Hawaiian or Pacific Islander (Not Hispanic or Latino)
5 Prefer Not to Say	5 Asian (Not Hispanic or Latino)
	6 Native American or Alaska Native (Not Hispanic or Latino)
	7 Two or more races (Not Hispanic or Latino)
	8 Prefer to Self Describe
	9 Prefer Not to Say

Example of a completed worksheet. The portion on the right automatically calculates Pay Gap figures.



PART 1: WORKSHEET

CALCULATE EQUITY IN YOUR FIRM

The Worksheet automatically calculates:

- Gender + Race/Ethnicity Mean + Median Pay Gap
- Gender + Race/Ethnicity Mean + Median Bonus Pay Gap
- Gender + Race/Ethnicity % Makeup by Pay Quartile

PART 2: ONLINE SURVEY

UNDERSTAND EQUITY IN THE INDUSTRY

The online survey is ANONYMOUS.

The survey collects Pay Gap data, as well as other data about firm benefits and diversity initiatives. This will help us understand the existing baseline in our industry. Once the results are tabulated, you can use the results to see how your answers compare to the average firm's. No individual figures or firm names will be reported.



PART 2: ONLINE SURVEY

UNDERSTAND EQUITY IN THE INDUSTRY

Firm Self-Assessment 2020

AIA Chicago Equity, Diversity, and Inclusivity Committee

BEFORE SUBMITTING, PLEASE PRINT THIS PAGE FOR YOUR RECORDS.

This survey is anonymous. If you do not provide an email below, you will need to retain your own copy for your records and to see how your firm performs versus the firm averages once the data is collected and released.

Please reach out to David Mulder DMulder@brininstool-lynch.com with questions/comments.

* Required

General Office Information

What is the total number of employees of the office? *

Your answer

Of those employees, what percentage are eligible for overtime, if any?

Convert percentage to nearest whole number, 0-100



Above: Screenshot of a portion of the Online Survey

PART 2: ONLINE SURVEY

WHY ARE WOMEN AND MINORITIES UNDER-REPRESENTED AMONG FIRM LEADERSHIP?

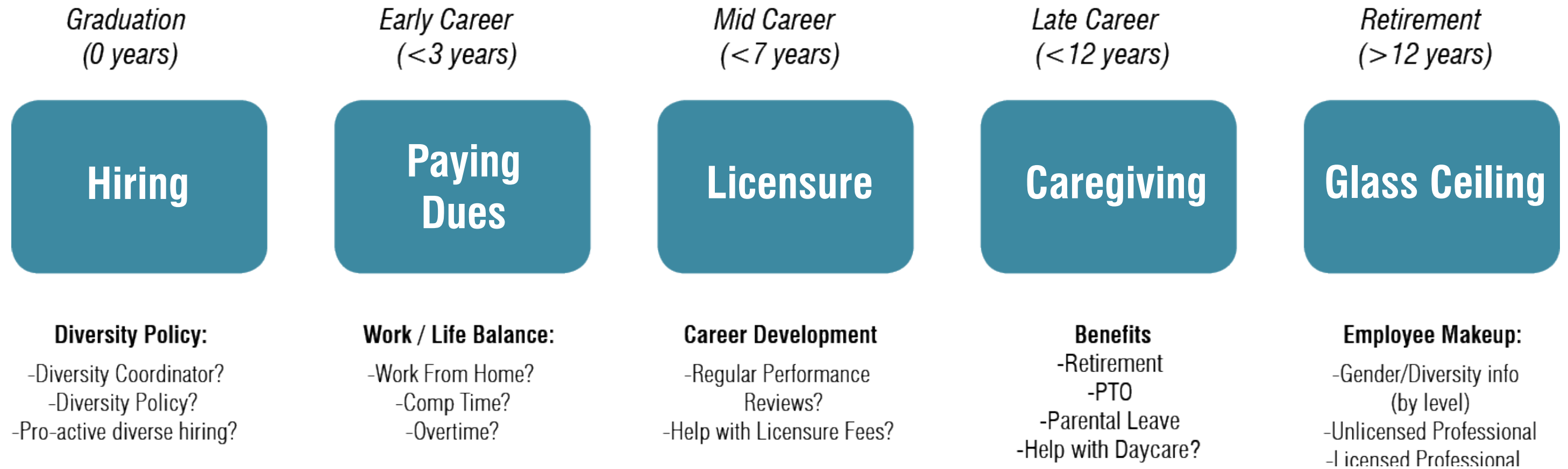


In their 2014 workplace survey, Equity By Design identified five career “pinch points” for equity in the architecture industry, which disproportionately affect female architects.



PART 2: ONLINE SURVEY

SURVEY QUESTIONS ADDRESS THE FIVE “PINCH POINTS” FOR EQUITY



We developed the survey to assess what policies firms currently have in place that help address the burden from of the five career pinch points.

2 - FAQ

WHAT IS A PAY GAP?

WHY DOES THE WORKSHEET NOT ACCOUNT FOR PERFORMANCE OR EXPERIENCE?

PAY GAP shows the difference in average pay between two groups. A positive number indicates the majority group (men or non-Latino White, for example) have higher average pay.

There are two ways of understanding pay differences between groups: EQUITY and EQUALITY.

PAY GAP (a.k.a. Uncontrolled Pay Gap, Pay Equity) measures EQUITY by comparing the average compensation between groups without controlling for additional factors. A Pay Gap is primarily caused by a group being under-represented in higher-level, higher-paying roles.

CONTROLLED PAY GAP (a.k.a. Pay Equality, Equal Pay) measures EQUALITY by accounting for factors such as years of experience and position. This measures if groups are being paid equally for doing the same work.

We chose to use the Pay Gap because it is a more broad description of pay difference in the industry. It is also a standardized calculation that can be relatively easily computed for firms of all types and sizes. We believe comparing Pay Gap figures (and pay quartile demographics) to industry averages is a useful first step to understanding how a firm is performing in terms of pay equity.

For more information, PayScale and Gov.UK are good resources:

<https://www.payscale.com/data/gender-pay-gap>

<https://gender-pay-gap.service.gov.uk/>



*I HAVE A VERY SMALL FIRM. CAN I USE THE TOOL?
WON'T IT BE UNFAIR TO COMPARE HR POLICIES AT MY FIRM TO THOSE OF A MUCH LARGER FIRM?*

The Self-Assessment tool can be used by firms of all sizes. However, the Self-Assessment Worksheet may give results that are more “noisy” for firms with fewer than 10 people, due to small sample size. Additionally, firms with fewer than four people don’t need to use the Self-Assessment Worksheet.

We intend on separating results based on firm size in order to give a more apples-to-apples comparison.

WHAT WILL THE SURVEY RESULTS LOOK LIKE?

2019 SELF-ASSESSMENT BETA TEST: AVERAGES FROM ALL RESPONDENTS

Gender Pay Demographics

All Employees:

58% Male
42% Female + Non Binary + Prefer to Self Describe

Top 50% Earners:

66% Male
34% Female + Non Binary + Prefer to Self Describe

Top 25% Earners:

74% Male
26% Female + Non Binary + Prefer to Self Describe

Median Gender Pay Gap (Base Pay)

14%*

**The Gender Pay Gap for the A/E industry overall is estimated to be between 7-13%. See FAQs for more info.*

Median Gender Pay Gap (Bonus Pay)

15%

Race / Ethnicity Pay Demographics

All Employees:

66% White (Non-Latino)
34% Minority

Top 50% Earners:

76% White (Non-Latino)
24% Minority

Top 25% Earners:

81% White (Non-Latino)
18% Minority

Median Race / Ethnicity Pay Gap (Base Pay)

18%

Median Race / Ethnicity Pay Gap (Bonus Pay)

23%

Above is an example of the type of results we will be compiling from the survey (these results are compiled from a small sample beta test, and therefore not indicative of the architectural field as a whole, only an indication of the types numbers we will be looking for)

We will compile the results into averages, grouped by small/medium/large firm size. We will only share averages (no firm-specific data) order to ensure anonymity. No firm names will be reported.



THERE IS SOME CONCERN OVER THE LACK OF AVAILABLE DIVERSE WORKFORCE, THEREFORE THE SALARY PAY GAP PORTION OF THE SURVEY MAY DISCOURAGE WOMEN AND MINORITIES FROM ENTERING ARCHITECTURE IF THE PAY GAP IS LARGE.

Gender Pay Gap figures are published by numerous sources, including Gov.UK, PayScale, and The US Census Bureau.

The A/E industry generally has some of the smallest (most equitable) Gender Pay Gap figures among qualifying occupations (approx. 7% - 13%), although the US Bureau of Labor Statistics reports that the A/E industry is overwhelmingly male (84%).

Architecture-specific Gender Pay Gap figures and any type of industry-specific Race/Ethnicity Pay Gap figures are difficult to come by, which is one reason we believe this survey is a worthwhile undertaking.

*WHERE CAN I FIND THE 2020 SELF-ASSESSMENT TOOL?
IS THERE A DUE DATE?*

You can find the tool on our website:

<https://www.aiachicago.org/community/equity-diversity-and-inclusion-committee/>

We are asking that you complete the survey by November 30, 2020.



3 - ABOUT THE EDI COMMITTEE



THE AIA CHICAGO EQUITY, DIVERSITY, AND INCLUSION COMMITTEE

Founded in 2018, the Equity, Diversity, and Inclusion Committee (EDI Committee) promotes, advocates, and creates opportunities for greater equity, diversity and inclusiveness in the practice of architecture.

For more information, visit our website:

<https://www.aiachicago.org/community/equity-diversity-and-inclusion-committee/>



EDI DEFINITION

EQUITY – Means a condition is level and impartial. Acknowledging an uneven playing field, recognizing inherent power differentials and disparate treatment based on identity.

DIVERSITY – Mix of different kinds of people. Identity markers, such as gender, gender identity, sexual orientation, race, color, religion, national origin, age, and disability.

INCLUSION – Creates an environment in which everyone is able to equally contribute to discussions and decision-making and have the ability to help change systems.



COMMITTEE MEMBERS

Co-Chairs:

Jennifer Park,
Brininstool + Lynch

Natalie Hicks,
Wright Heerema Architects

David Mulder,
Brininstool + Lynch

Members:

Emilio Padilla,
JGMA

Cristina Gallo,
*Via Chicago Architects &
Diseñadores*

Members (cont.):

Jean Dufresne,
Space Architects + Planners

Oswaldo Ortega, *Gensler*

Charlie McIlraith,
Apex Design Build

Rachel Wiesbrock,
5th year IIT BArch student

Korey White,
DLR Group

Chris-Annmarie Spencer
Wheeler Kearns Architects

Art Cantwell
Kruek + Sexton Architects

Odile Compagnon
Odile Compagnon, Architect

Advocacy Committee:

Drew Deering,
Moody Nolan

Advisory Board:

Carol Ross Barney,
Ross Barney

Phil Johnson,
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Patricia Saldaña Natke,
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AIA Chicago Foundation



THANK YOU!

