Royal Holloway, University of London
Equality & Diversity Committee

M16/36 to M16/56
Minutes of the Equality & Diversity Committee held on Monday 21st June 2016 in the Principal's Meeting Room

Present: 
Mrs Christine Goodyear (Chair),
Mr Majid Hawa
Mr Simon Higman, Registrar and Secretary
Professor Katie Normington Vice Principal, Staffing
Mr Darren Thurston, Interim Director of Human Resources

In attendance: 
Mrs Susan Lee, (Equality & Diversity Officer)
Miss Laura Phillips, Co-President Elect, Welfare & Diversity
Miss Nayab Cheema, President SU & Campaigns
Mrs Hilary Baker, (Compliance Services Officer)

1. APOLOGIES

None

2. MINUTES

The Committee approved the minutes of the meeting held on 21st March 2016. 16/36

3. MATTERS ARISING

3.1 EQUALITY & DIVERSITY TRAINING FOR COUNCIL MEMBERS

NOTED that it was the intention that the training would centre on unconscious bias and that a training provider had been identified. It was hoped that the training could be included on the agenda for the Council Strategy Days in November. However, discussions were ongoing as the training provider wanted to run a three hours session. The Committee agreed that given the experience council members already had this would be too long. A further update would be provided at the next meeting.

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4. TRANSGENDER GUIDANCE

RECEIVED the transgender guidance and action plan. NOTED that it was planned to develop a booklet and workshops to provide advice and raise awareness for students. A similar booklet would be developed for staff. It was intended that the guidance would be updated and reviewed regularly in line with advice from relevant organisations and feedback from students.

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5. EQUALITY & DIVERSITY STEERING GROUP

RECEIVED the minutes of Equality & Diversity Steering Group held on 26th May 2016. 16/39

NOTED that the Steering Group had discussed the Transgender Guidance. 16/40

NOTED that the Dignity at Work and Bullying and Harassment Policy had also been considered. Discussed that it was important that both staff and managers should be aware

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of where support was available. It was confirmed that the policy would be available on the website and that training was planned.

NOTED that the College’s bronze Athena Award was due for renewal in April 2017 and that it was planned to put in an application for the Silver Award.

NOTED that the Steering Group would continue to have presentations from staff and student forums.

NOTED the feedback the Steering Group had received from staff networks. The Mental Health and Wellbeing Staff Network had recently been launched. Attendance had been variable but it was intended that it would continue for a further six week period now that the exam period was over.

NOTED that it was positive that the LGBT network had provided an opportunity for staff and students to meet together in particular for staff to act as role models for students and answer questions about career progression.

6. ANNUAL REPORT TO COUNCIL

DISCUSSED items that should be included in the Committee’s Annual Report to Council.

AGREED that the following items should be included:

Work on improving the collection of monitoring data
Reviewed the work of the Equality & Diversity Steering Group
Feedback that LGBT network felt supported by College and Council
Student representative had attended every meeting and Equality & Diversity Committee is the only Committee with a student representative. Positive feedback from the student representative.
Reviewed monitoring data for staff and students and received report on the Equal Pay Audit
Received background about the gender pay gap in relation to current issues e.g. University of Essex’s decision to give female academics a pay rise
Questioned whether any staff grievances and disciplinary issues related to equality and diversity issues.
College was shortlisted for Equality & Diversity Awards.
Reviewed diversity of Council members and identified the need for training.

7. GENDER PAY GAP

DISCUSSED the gender pay gap in the light of the decision made by the University of Essex to increase female academics’ salary. The Committee was informed that Essex had a different professorial pay structure and they had been reviewing their whole structure. The pay rise for female academics had been part of this work but had been the part the press had picked up.

NOTED that the College had run a scheme to encourage women to apply for promotion to professorial chair and that the last promotion round had included 7 women and 10 men an improvement compared to two years ago. Despite all the work that had been it was disappointing that College was recorded so high in the figures published by the THE. Of the five professorial bands it was only in band 5 that there was a gender pay gap in Royal Holloway. Work would continue to support women in applying for promotion and to ensure
that women continued to move up the banding system.

8.

EMPLOYMENT MONITORING DATA


NOTED the points highlighted in the Executive Summary and in particular
- That the percentage of minority ethnic staff had increased.
- Minority ethnic academic staff were well represented at lecturer level with representation decreasing at senior lecturer and professorial levels
- Women were more likely to be short listed and successful in the recruitment process
- Three quarters of staff have UK nationality. Of the rest staff come over 60 countries with staff from Germany and Italy making up 23% of this.
- Significant number of researchers and teaching staff come from abroad. For researchers fixed term contracts non UK applicants were more likely to successful.
- There were no academic staff below 35 years.
- A significant number of staff chose not to disclose data on sexual orientation for monitoring purposes.
- All senior managers were on full time contracts and none had declared a disability.

9.

ANY OTHER BUSINESS

None

DATE OF NEXT MEETINGS

3rd October 2016 at 9.30 in the PMR
Christine Goodyear
Chair of Equality & Diversity Committee