Minutes of the Equality & Diversity Committee held on Thursday 5th June 2014 in the Principal’s Meeting Room

Present: Mrs Christine Goodyear (Chair), Mr Majid Hawa.

In attendance: Mrs Cheryl Newsome (Director of HR), Professor Katie Normington (Vice Principal Staffing) Mrs Susan Lee (Equal Opportunities Adviser) Mrs Hilary Baker (Governance Assistant)

1. APOLOGIES
   Apologies were received from Mr Simon Higman. 14/29

2. MEMBERSHIP & TERMS OF REFERENCE
   NOTED that the Registrar and Secretary would provide an update on student representation on the Committee at the next meeting. 14/30

3. MINUTES
   The Committee approved the minutes of the meeting held on 5th February 2014 (M14/1-14/28). 14/31

4. MATTERS ARISING

4.1 Student Data – noted that work on looking at the student data would be ongoing as part of the Equality & Diversity Strategy. 14/32

4.2 NOTED that the Chair had met with two members of UCU to discuss equality and diversity issues. 14/33

   DISCUSSED that an issue about representation of protected groups on the Equality & Diversity Steering Group been raised. Professor Normington confirmed that it had been valuable to have presentations from one of these groups at a recent Steering Group and there would be other similar presentations. However, to have each separate group represented would make the membership very large. People invited to attend the meeting for presentations were specifically invited for one meeting and had not been given the expectation they would join the group.

   NOTED that the issue of equal pay and professorial banding had been raised. It was noted that there no women in the top band but that this was not due to the banding scheme but due to women being in different jobs. This would continue to be addressed through the mentoring scheme. 14/34

5. MINUTES OF EQUALITY AND DIVERSITY STEERING GROUP

   RECEIVED the minutes of Equality & Diversity Steering Group held on 24th April 2014. 14/36

   Athena Swan Award
   NOTED that the Science faculty had been awarded two Silver awards and 2 Bronze awards. 14/37
A decision was awaited on a further two awards.

Gender Equality Mark
NOTED that Royal Holloway was one of 30 institutions who would be participating in applying for the Gender Equality Mark.

6 EQUALITY & DIVERSITY STRATEGY

NOTED that the draft Equality & Diversity Strategy had been circulated for consultation. The consultation phase had been extended to allow for the exam period. Feedback from the consultation would be incorporated into the Strategy which would then be considered by the Equality & Diversity Steering Group and Planning & Resource Committee. The final version would come back to Equality & Diversity Committee before final approval by Council at the November meeting.

7. EQUALITY & DIVERSITY REVIEW


NOTED that the new Equality & Diversity Scheme currently out for consultation would replace the Single Equality Scheme. The objectives from the Single Equality Scheme were reviewed in the report. The Committee noted the progress made against the objectives.

Objective 1 General – to promote equality of opportunity through the training and other development of staff

NOTED that data on training needed to be collected in a more systematic way. An on line training tool was being considered to facilitate this. The information could then be linked to the performance management processes. It was important to ensure equality issues were included in all aspects of working life.

DISCUSSED whether any grievances had raised issues about equality and diversity. It would be helpful if this information could be included in the next review. It was noted that the revised Grievance Policy incorporated useful guidance for staff and managers. A Staff Engagement Survey was planned in September/October this might also provide data.

Objective 2 Disability – to ensure we are taking steps to fully consider the requirement of people with disabilities in the college community and to promote positive attitudes towards disabled persons and to encourage participation in public life.

NOTED that the announcement made by the Government in April 2014 about measures to cut disabled students allowances would have an impact on the progress made in supporting disabled students.

Objective 3 Gender – gain Athena silver award status; continue to address the causes of any gender pay gap; review female academic progression.

NOTED the value of the Stellar programme and the positive impact it could have on those who took part.

Objective 4 Race – Identify any issues to do with the recruitment of and selection of BME staff.
NOTED that the College had applied to participate in the ECU (Equality Challenge Unit) Race Equality Challenge mark.

Objective 5 - Sexual Orientation: Establish the baseline for the development of appropriate actions.

NOTED that significant progress has been made but there was still a need for consistent and structured actions to continue to raise awareness and educate staff and students about LGBT issues and provide support where needed.

NOTED that there was a statutory requirement to report annually on equality & diversity issues. The Committee would receive an annual review at the May meeting in 2015.

9. ANY OTHER BUSINESS

London Higher were facilitating a project on BME in leadership roles in the HE Sector. Further information would be provided to the Committee when it was available.

10. DATE OF NEXT MEETING

14th October 2014 at 9.30 in the Principal’s Meeting Room