Minutes of the Equality and Diversity Committee meeting held on Tuesday 18th July 2017 at 9.00am in the Principal's Meeting Room.

Present: Ms Christine Goodyear, Chair  
Professor Rosemary Deem (Vice-Principal)  
Mr David Ashton (Chief Operating Officer and Secretary to Council)  
Ms Gillian Hemus (Director of Human Resources)  
Ms Ellie Rayner (Head of Organisational Development)  
Ms Susan Lee (Equality and Diversity Officer)  
Ms Willow Wong (SU Co-President, Welfare & Diversity)  
Mrs Rachael Pymm (Governance Support Assistant), Minutes

Apologies: Mr Majid Hawa

1. **CHAIR’S WELCOME AND APOLOGIES FOR ABSENCE**  
RECEIVED apologies from Majid Hawa. Willow Wong was welcomed as the new Student’s Union Co-President, Welfare and Diversity. Ellie Rayner was also welcomed to the meeting.

2. **MINUTES**  
APPROVED the Minutes of the meeting on 7th March 2017.

3. **MATTERS ARISING**  
3.1 NOTED that the Committee wished to co-opt a member from another university. It would be most desirable to have a representative from another Higher Education Institution, preferably with the Race Equality Charter and within a reasonable geographic distance. Suggestions from members were invited.

DISCUSSED that two Equality Champions be invited to serve as members of the Committee – one from Professional Services and one from an academic department. One would also join the Steering Committee. Expressions of interest will be invited from Equality Champions and thereafter recommendations will be made to this Committee.

3.2 NOTED the Transgender Awareness booklet is available online and that Moodle training will be introduced.

3.3 NOTED that training in unconscious bias will be proposed for inclusion in the November Council Strategy Day programme.

3.4 NOTED that work to revise the Equality Plan is ongoing, and a very useful meeting was recently held.

4. **EQUAL OPPORTUNITIES MONITORING DATA FOR UNDERGRADUATE AND POSTGRADUATE STUDENTS**  
RECEIVED and DISCUSSED the Equal Opportunities Monitoring Data.

ACTION that areas requiring action be incorporated into the Equality Plan.

NOTED that the Deans will be approached for further discussion regarding equality matters in departments and that the new Personal Tutor system may afford an opportunity for equality matters to be approached in a different way.
NOTED that Strategic Planning and Change be requested to provide additional detail to the monitoring data.

5. **EQUAL PAY AUDIT**

   NOTED that the Equal Pay audit had uncovered some pay gaps greater than 5%. NOTED that the overall number of gender pay gaps across the College has reduced since the last audit.

   RECEIVED a verbal report on the areas in which pay gaps are still present. NOTED that an objective justification can be provided for some of the areas.

   NOTED that plans are in place to address the areas raised. The timescales are challenging, and regular updates on progress will be provided to the College Executive Team and to this Committee.

   NOTED that the College is in the process of making unconscious bias training mandatory, initially for staff involved in recruitment; and that the Recruitment Policy is currently under review.

6. **MANDATORY REPORTING OF GENDER PAY GAP**

   NOTED the requirement for the College to publish information regarding its gender pay gap, as of 6 April 2018.

7. **DISCUSSION: INEQUALITY AND UK UNIVERSITIES**

   DISCUSSED a number of the issues in respect of inequality and UK universities. NOTED that further discussion and ongoing dialogue was a key to generating change.

   NOTED that the College has a mature approach to gender inequality, although it is mindful that it should not become complacent in this area. Further work will be done to ensure equality for disabled staff; it was NOTED that a new forum for disabled staff was helpful in bringing matters to the College's attention. NOTED that the LGBTQ+ community was very supportive of the College's equality ambitions.

   NOTED that role models were positive influences for groups and persons at a disadvantage, as they authentically demonstrate that high-ranking or desirable future options can be secured by persons with whom they identify.

   DISCUSSED whether an annual focus approach to potential areas of inequality should be adopted.

8. **ANNUAL REPORT TO COUNCIL**

   NOTED the requirement for the Committee’s annual report to be submitted to the November Council meeting. ACTION that a draft be prepared for review at the next Committee meeting.

9. **ANY OTHER BUSINESS**

   None

10. **DATE OF NEXT MEETING**

    Thursday 19th October 2017 at 9.30am in the Principal's Meeting Room.
Christine Goodyear
Chair of Equality & Diversity Committee