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

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

In attendance: Mr Simon Higman (Registrar and Secretary), 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
   There were no apologies for absence

2. MEMBERSHIP & TERMS OF REFERENCE
   NOTED that Equality & Diversity Strategy was being updated. M14/01
   DISCUSSED whether it was appropriate for there to be student representation on the Committee. Noted that both the SU President and VP Welfare both attended Equality and Diversity Steering Group. M14/02
   AGREED that Registrar and Secretary would contact SU President to identify appropriate student representation for the Committee. M14/03

3. MINUTES
   The Committee approved the minutes of the meeting held on 9th May 2013 (M13/1-13/14). M14/04

4. MATTERS ARISING

4.1 TWO TICKS LOGO
   NOTED that the process of applying for the Two Ticks logo had been completed but despite repeated chasing notification of the result of the application had not yet been received. M14/05

4.2 UPDATE ON WORKPLACE NURSERY
   NOTED that the tendering process for a nursery on campus had taken place and the contract had been awarded in international group called Bright Horizons. The new nursery had been registered with Ofsted and had opened on 20th January 2014. M14/06

4.3 STUDENT DATA
   NOTED the further analysis of Under-graduate Student Entry Qualifications. M14/07
   RECEIVED the report on Under Graduate Student Performance for cohorts entering the College between 2008 and 2012. M14/08
   NOTED that there is still a clear and consistent achievement gap between white and non-white students. M14/09
DISCUSSED the issues that arise for overseas students and noted that they receive support on arrival and during their courses. When looked at by department the numbers were small so difficult to find one particular reason for the differences. Work had been done on looking at how students who came on the Foundation Year course progressed but this had not found any outstanding explanation for the difference in figures. Methods of assessment were the same for all students.

NOTEED that there were a number initiatives taking place but these were in their early stages and had not yet had an impact.

NOTEED that Equality Opportunities Adviser would be meeting with the Director of Student Experience to review the data and consider what further work could be considered.

AGREED that the Committee would receive a further update at the next meeting.

5. EQUALITY & DIVERSITY FOCUS GROUPS
RECEIVED the report on Equality & Diversity Focus Groups.

NOTEED that the recommendations from the report would be included in the new Equality & Diversity Strategy and would form action points for the way forward.

AGREED that it would be helpful for the Focus Groups to be repeated in 2016 to look at progress.

6. EQUALITY MONITORING DATA EMPLOYMENT REPORT 2011/12
RECEIVED the Equality Monitoring Data Employment Report 2011/12

NOTEED that report for 2012/13 was currently being considered by the Equality & Diversity Steering Group.

7. COLLEGE MENTORING SCHEME
RECEIVED report on the College Mentoring Scheme.

NOTEED that the numbers taking part had reduced. The mentoring scheme would be included in the broader review of the performance management and appraisal process.

NOTEED that the mentoring scheme would be beneficial for the whole College not just academic staff, Issues to be addressed included: proper training for mentors, clear expectations of those involved, career progression for professional services and administrative staff, different needs of staff at different stages in their careers.

8. EQUALITY AND DIVERSITY STEERING GROUP
NOTEED the minutes of the Equality & Diversity Steering Group held on 1st October 2013.


NOTEED that the Steering Group had considered the draft Equality Monitoring Data Report Noted that it had been similar to the previous year’s report.
It had been agreed that at each meeting there would be a presentation from one of the protected characteristic groups. There had been a presentation from a staff member with a disability which had been enlightening and had highlighted the issue that although policies and procedures were in place this did not mean that in practice assistance was being targeted where it was needed.

**NOTED** that the LGBT group had arranged a meeting for today.

**NOTED** that the rainbow flag would be flying during Gay Pride week in June.

9. **ANY OTHER BUSINESS**
None

10. **DATE OF NEXT MEETING**
5th June 2014 at 9.30 in the Principal's Meeting Room