Royal Holloway
University of London

Equality & Diversity Committee

Minutes of meeting held on 28th March 2012

Present: Dr Jackie Hunter (Chair), Mr Majid Hawa, Professor Geoff Ward, Mr Simon Higman, Miss Katie Kerr

With: Mrs Hilary Baker

1. MEMBERSHIP AND TERMS OF REFERENCE

The Committee received the new terms of reference (EDC/12/01). 12/01

It was

AGREED

that the Committee would usually meet four times a year.

Consideration was given to the membership of the Committee and how the views of groups not represented in the membership could be sought. 12/03

2. SINGLE EQUALITY AND DIVERSITY SCHEME

The Committee received the Single Equality and Diversity Scheme (EDC/12/02) and noted the draft Action Plan. It was noted that this was a good starting document but tangible outcomes needed to be developed. 12/04

3. EQUALITY MONITORING AND HEADLINE DATA REPORT FOR STAFF

The Committee received the Equality Monitoring and Headline Data Report for Staff (EDC/12/03). The full Equality Monitoring report including data on staff and students would be available to the Committee at the next meeting. 12/05
4. **EQUALITY STEERING GROUP**

The Committee received the unconfirmed minutes of the Equality Steering Group (EDC/12/04) 12/06

5. **REF EQUALITY CODE OF PRACTICE.**

The Committee received the draft REF Equality Code of Practice (EDC/12/05). It was noted that work on this was continuing. 12/07

6. **ANY OTHER BUSINESS**

There was no other business. 12/08

7. **DATE OF NEXT MEETING**

The next meeting will be held on Wednesday 20th June 2012 at 1.30 pm in the Principal’s Meeting Room. 12/09