

## EQUALITY AND DIVERSITY COMMITTEE



### Minutes from the meeting held on 13 May 2014

**Present:** Dean of Faculty of Social Sciences (Professor Jacqueline Collier) (in the Chair), Assistant Head of Outreach (Dr Louise Bohn), Director of Human Resources (Ms Cecile Piper), Human Resources Manager (Mrs Santha Forder), Dean of Faculty of Arts and Humanities (Professor Yvonne Tasker), Senior Faculty Manager, Faculty of Science (Ms Laura McGonagle), Senior Faculty Manager, Faculty of Medicine and Health Sciences (Mr Mark Hitchcock) Dean of Students (Dr Annie Grant), Trade Union Representative (Ms Katy Quigley), Trade Union Representative (Ms Susan Sayce), Head of Staff and Educational Development (Ms Amanda Giles)

**With:** Head of Equality and Diversity (Ms Helen Murdoch), Equality and Diversity Project Officer (Mr Matthew Gooch)

**Apologies:** Pro Vice Chancellor Academic (Professor Neil Ward), Director of Information Services (Mr Jonathan Colam-French), Student Union Representative (Ms Bintu Foday), Director of Estates (Mr Roger Bond)

#### 1. STATEMENTS BY THE CHAIR

None

#### 2. MINUTES

**Confirmed**

the minutes of the meeting held on 26 November 2013.

**Confirmed**

all Executive Deans have been given access to the Athena SWAN Blackboard site.

**Confirmed**

A paper had been presented to the Director of Planning, Mr Ian Callaghan on the data requirements from Data Warehouse and the issues encountered with Discoverer.

**Confirmed**

a paper proposing the priorities from the Committee to the new VC will be presented at the next meeting on Monday 10 November 2014

**Confirmed**

the Equal Pay Review was circulated at the Central Athena SWAN Steering Group in December 2013.

**Confirmed**

the question of Champions is currently on hold subject to further discussions with the Director of Human Resources

**Confirmed**

the scoping document on the Stonewall Workplace Equality Index was on hold as Stonewall are currently revising the process.

**Confirmed**

The Diversity in the Workplace module had been launched and that members of the committee had or were in the process of completing the training.

**Confirmed**

That Directors and Deans had cascaded the information around the Extension of Breastfeeding Rights for Students/New UEA facilities.

**3. ANNUAL STATISTICS – STUDENT PROFILE UPDATE**

**Considered**

the report outlining the Student Profile for the Annual Statistics (A copy is filed in the Minute Book ,ref: EDC13D006)

The student profile had some noticeable trends including:

- Age – students becoming younger as 70% are currently under 25 compared to 50% in 2006.
- Disabled student numbers are higher at around 10% compared to 7.5% in 2006.
- BAME students rising by 13% since 2006 which is mainly attributed to international students located in certain schools including NBS and ECO.
- Gender provides varying differences between faculties notably that FMH had 70-80% female.
- Religion and Belief – 50% of the students state “no religion”, but Christian is static at 30% with 4% Muslim which is an upward trend and 1.5% Hindu which remains static.
- Sexual Orientation figures are lower than expected with 4% overall falling into the LGB category.

It was encouraging to see the number of students using the “prefer not to say” option was decreasing. The student report will be available on the Equality webpages shortly and it was emphasised that this report was a statutory requirement which was required on an annual basis.

**Agreed**

The staff profile will be available at the meeting on Monday 10 November 2014

**ACTION: HM**

4. **WIDENING PARTICIPATION STATISTICS**

**Considered**

the tabled report on Widening Participation Statistics (A copy is filed in the Minute Book, ref EDC13D007)

A longer version was presented at the Widening Participation Working Group but it was noted that as the UCAS tariff increases Widening Participation is decreasing which was cause for concern. However, students from low participation neighbourhoods are shown to have good prospect post-graduation which is encouraging. It was indicated that UEA has a benchmark to meet on Widening Participation and failure to meet this benchmark affects the Access Agreement to charge the £9k tuition fees. As part of the Agreement UEA has made it clear it will meet its benchmark. Concerns were expressed around some of the data and it was felt that some aspects needed to be made more clear so that it could be easily interpreted.

5. **ONLINE EQUALITY AND DIVERSITY TRAINING**

**Considered**

the report around the progress made on the Diversity in the Workplace module (A copy is filed in the Minute Book, ref: EDC13D008)

The Diversity in the Workplace module has received a good uptake since its launch with 38% of the total staff headcount completing the module at the date of the meeting. A further email circular to Deans, Directors and Heads is scheduled to take place in late May with the aim to increase the uptake to 60% by the end of the academic year in July 2014. The overall expectation was that 95% of all staff have completed the module by December 2014.

There had been positive feedback received from staff about the module and any issues which had been reported had been checked and feedback to the developers. The module has been streamlined compared to other versions and it was possible to complete it in smaller chunks if required. Whilst face-to-face sessions were seen as being of more value and staff are not discouraged from doing both, the module was seen as the most cost effective method of increasing fundamental knowledge of all staff categories within a short timeframe.

Many schools have asked if the module can be made available to students and this is currently being followed up with the developers to see if this was a possible option.

6. **ATHENA SWAN UPDATE REPORT**

**Considered**

the report outlining progress to date and next steps on Athena SWAN Charter (A copy is filed in the Minute Book ,ref EDC13D009)

MED had received its Athena SWAN Bronze Award so congratulations were expressed to those involved in the submission. SCI is now fully committed to the Athena SWAN Charter which together with FMH means the Equality Office is engaged with two faculties. Bronze submissions for ENV, NSC and RSC were made in April 2014 with the results expected in August 2014. The next round is due in November 2014 with CHE planning to submit Bronze and MED, PHA and BIO planning to submit Silver Athena SWAN submissions.

## EDC13M002

The Equality Office will be working over the summer to focus on the central Athena SWAN Action Plan as renewal was required in 2015.

The Gender Equality Charter is expected to be launched in October 2014 which will involve schools in HUM and SSF, although the university needs to consider whether they wish to pursue this Charter as it would involve all schools. ECO and LAW have expressed an interest in submitting at the earliest opportunity and both the Faculty Deans are keen to pursue this once a university decision has been made.

### 7. **ANY OTHER BUSINESS**

None

### 8. **DATES OF MEETINGS IN 2014/2015**

#### **Reported**

that the dates of the Equality and Diversity Committee have been set as:

Monday 10 November 2014	2pm
Tuesday 3 March 2015	2pm
Tuesday 12 May 2015	2pm

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