

Meeting: EQUALITY AND DIVERSITY COMMITTEE

Date and Time: Thursday 8 November 2018 at 2.15pm

Venue: Council Chamber

Present:	Mark Humphriss	Chair
	Leda Blackwood	Staff representative (Education and Research)
	Richard Brooks	Director of Human Resources
	Alisha Lobo	Community Officer, Students' Union
	Lizzi Milligan	Co-Chair, Equality and Diversity (E&D) Network
	Aurelien Mondon	Co-Chair, E&D Network
	Mike Nicholson	Director of Student Recruitment and Admissions
	Joanna Phillips	Student representative
	Charareh Pourzand	Member appointed by the E&D Network
	Cassie Reis	Staff Representative (Technical and Experimental)
	Susan Sutcliffe	Staff representative (Operational and Facilities Support)
	Rachel Willis	Staff Representative (Management, Specialist & Admin)
Mandy Wilson-Garner	Students' Union Advice and Community Manager	
In attendance:	Georgina Brown	E&D Manager
	Andrew Eagleton	Student Engagement Coordinator (for minute no. 790)
	Caroline Harris	Secretary
	Aiste Senulyte	E&D Officer
	Tracey Wells	Head of Careers Service (for minute nos. 784-789)
Apologies:	Eve Alcock	President, Students' Union
	Ruby McGregor-Smith	Lay member appointed by Council
	Anthony Payne	Director of Student Services

ACTION

784. WELCOME

The Chair welcomed members to the first meeting of the Committee for the 2018/19 academic year and everyone introduced themselves.

785. MEMBERSHIP

The Committee noted its membership for 2018/19 as set out in Paper EDC18/19-001. The Chair pointed out that the membership had been augmented by one with the appointment of two Co-Chairs for the E&D Network. He suggested that when the term of office of the member appointed by the E&D Network came to an end on 31 July 2019, the E&D Committee could consider not re-appointing to that role.

786. TERMS OF REFERENCE

The terms of reference of the Committee (Paper EDC18/19-002) were noted.

787. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 5 June 2018 were approved as a correct record and signed by the Chair (Paper EDC18/19-003 refers).

788. MATTERS ARISING

(1) Minute 760(2), Matters Arising, Employment Statistics

The Director of Human Resources explained that studying progression after returning to work had not been easy. He had aggregated data for the ten year period 2008 to 2018, assessing staff who had progressed in grade broken down by gender and whether maternity leave had been taken.

The summary of the probability of being promoted during 2008-18 was:

E+R job family:

Male 48%, Female 56%

Female with maternity leave 55%, without 58% (not a significant difference)

Professional and Support Services (all three job families):

Male 24%, Female 48%

Female with maternity leave 58%, without 37%

The Director of Human Resources stated that these results indicated that maternity leave was not the driver, hence he had studied the data further. The lower promotion levels for men were a result of the types of roles that they generally held, in estates, technicians and porters; roles with less opportunity for promotion. He explained that there was a significant number of women in part-time administration roles who had not sought or who had little opportunity for promotion. Those who took maternity leave were likely to be younger and earlier in their careers and still able to progress.

During discussion the following points were made:

- The E+R job family includes post-doctoral researchers, totalling about 1400 staff members;
- Anecdotally E+R staff waited until they had completed probation to go on maternity leave;
- Examining the data by cohort may give a clearer idea of the impact of maternity leave. The Director of Human Resources agreed to look at the data by age and provide a paper to the next meeting;
- It was suggested that a survey would shed light on the issues but acknowledged that this would take resources. It was agreed to consider at the next meeting whether this issue should be prioritised.

Dir of HR

(2) Minute 778, Statement of Equality Objectives 2019-21

It was queried why the number of objectives in the draft Statement of Equality Objectives had increased from the 5 proposed at the July meeting. The Chair explained that at the E&D Committee workshop held

in September there was concern that having only 5 would exclude important areas.

789. GRADUATE DESTINATION DATA 2016/17

The Head of Careers Service introduced Paper EDC18/19-004, the Destinations of Full-time UK Domiciled First Degree Graduates 2016/17, explaining this was the last year of this survey that surveyed 6 months after finishing. The 2018 leavers would not be surveyed until September 2019. Due to small cohort sizes data from 3 years had been combined to assess any differences.

For disability overall there was no statistical difference in 2017 but when the results were aggregated over 3 years and the data for those with Multiple disabilities, Disability or impairment not listed and Social and Communication impair (eg. Asperger's) were studied the difference was much greater, but in line with national data. This was a concern but the Careers Service was aware of the issue and had increased individualised support.

For ethnicity there was no statistical difference overall but the difference between White and BME Black outcomes over 3 years was significant, though the cohort was very small. The Careers Service had worked with RARE Recruitment over the past year to support Black students.

For gender there was no statistically significant difference; the Careers Service did work to empower female undergraduates. Mature students were less likely to be in graduate employment but this difference was not yet understood.

During questions the following points were made:

- Graduate destinations included graduate level employment, study or other destination, and mature students were those who were 21 years or more at entry;
- It was queried whether those surveyed were more likely to respond if they had a positive outcome. It was pointed out that the target response rate was 80% with an on-line survey, followed up by 2 or 3 phone calls, with third party responses accepted and institutional data used. Data for the new Graduate Outcomes Survey would be gathered nationally and it was anticipated that the response rate would be 60/65%;
- This data was helpful for OfS Access Plans as the University was expected to be focused on student outcomes, with resources used where there were significant differentials;
- The weakness with POLAR data was that it looked at geographical advantage. Acorn data, which had been gathered for entrants for the past 2 years and would hence be available for graduates in 1 to 2 years' time, would assess demographic type down to 12 households and be more revealing.

The Committee thanked the Head of Careers Service and invited her to provide further analysis looking at indices of multiple deprivation and providing more information on the responses to the gap on ethnicity and other indicators in the future.

HoCS

790. STUDENT SURVEYS RESULTS

The Student Engagement Coordinator attended for this item. The Chair reminded members that their focus was on areas where there were differences by protected

characteristics not the surveys as a whole, which were considered each year by the University Learning, Teaching and Quality Committee.

(1) National Student Survey 2018

The Student Engagement Coordinator reported that the National Student Survey (NSS) 2018 results (Paper EDC18/19-005(a)) showed areas of statistically significant variations when considering the profile categories of Age, Disability, Domicile, Ethnicity, Gender, Length of study and Mode of study, with 8 positive and 5 negative variations. There was no pattern evident from previous years' results. He advised that one of the key themes of Curriculum Transformation work was inclusivity, which included providing workshops for departments and giving them detailed student profile data.

(2) Postgraduate Taught Experience Survey (PTES) 2018

The Student Engagement Manager introduced Paper EDC18/19-005(b) detailing the PTES 2018 analysis. There were negative flags for Age, Gender, Disability, Ethnicity and Mode of study across categories, which reflected the overall results at the University. Action plans to address these issues were being implemented. He mentioned that an NSS style survey for postgraduate taught students was likely in the future and that the University would pilot this.

(3) Postgraduate Research Experience Survey (PRES) 2018

The Student Engagement Manager introduced Paper EDC18/19-005(c) detailing the PRES 2018 analysis, explaining that the Doctoral Studies Committee had developed action plans.

During discussion on all three surveys the following points were made:

- The validity of the surveys regarding intersectional issues was queried. It was noted that bespoke information including data and comments from the surveys were provided to departments, even in the areas below the reporting threshold;
- It was queried why the comparator for the surveys was the Russell Group rather than universities known to be excellent at E&D. For PTES and PRES the benchmarking could be chosen but each group incurred a cost and for the University as a whole it informed teaching improvements. This suggestion was more relevant when examining student monitoring data;
- One department had run a poorly responded to student E&D survey. It was noted that the UK Engagement Survey was more on wellbeing than satisfaction but that take up had been very low this year. There was a University protocol on student surveys that required permission to ensure they were of the expected standard and did not run at the same time as University-wide ones to avoid survey fatigue. Many departments had run Athena SWAN surveys hence were gathering expertise;
- There was a lot of value in free text comments from surveys;
- Employability was a key focus; for students who did not undertake a placement year additional information on the profession would be given;
- Focus groups of students could provide more meaningful information;
- Inclusivity workshops tailored to the needs of individual departments had been designed and offered to professional development teams.

The Student Engagement Coordinator was thanked.

AGREED to note the results of the National Student Survey 2018, the Postgraduate Taught Experience Survey 2018 and the Postgraduate Research Experience Survey 2018.

791. EQUALITY, DIVERSITY, WIDENING PARTICIPATION & UNDERGRADUATE ADMISSIONS

The Director of Student Recruitment and Admissions presented Paper EDC18/19-006, a summary of E&D issues relating to Undergraduate Admissions and Outreach. He explained that it had been difficult to meet widening participation (WP) targets (apart from Disability) due to the large number of students recruited via Clearing this year. In addition some of the targets were volatile such as the 'Schools below the national average at A level', where the position of 8 schools had changed this year affecting the results.

Investment had been made in the Acorn dataset, a better indicator of social economic disadvantage. New targets on degree course outcomes had been agreed with the OfS for students with disabilities and BAME students. In the future additional targets would be added for the areas identified in Paper EDC18/19-004.

During questions the following points were raised:

- It would be a challenge to increase the number of WP students recruited through Clearing as they were often the students who were least engaged and with the least supportive schools; they may not even know about Clearing. It would be more effective to work with students who narrowly missed required A level grades;
- There was no evidence that the greater number of conditional offers available affected students' choice;
- Dropping grades for WP entrants could set them up to fail. At the University 2 members of staff looked at all the admissions information and if they felt there was scope for leniency they would offer it; however, it was thought that this could affect self-esteem and impact on the student's confidence to work hard. Ongoing support was required.

The Committee NOTED the report and agreed to discuss the issue further at the next meeting.

SEC

792. EQUALITY AND DIVERSITY NETWORK

The Co-Chair of the Equality and Diversity Network reported that the first meeting of the Network had been held away from the Council Chamber so that discussion in groups was easier. The Network had discussed who they were and what they wanted to do. Small working groups had been formed to look at the Terms of Reference and suggest changes to the draft Statement of Equality Objectives.

The issue of car parking had been raised at the Network meeting. Staff and students who are unable to arrive at the University until about 9.15am, having dropped off their children at school or nursery, have great difficulty in finding a car parking space. Anecdotally, staff members have spent 45 to 60 minutes looking for a space, returned home to work from home having wasted time looking for a space or ultimately one person resigned from their role. Other universities have recognised the issue and some have a permit system, authorised by HoDs, for car parking areas reserved for those that have to arrive later.

The current difficulties with buses exacerbated the problem. It was noted that buses were on the agenda for both the University and the SU, and that the SU President had been very instrumental with this.

During discussion the following points were made:

- Reserving spaces would simply move the problem;
- This was a particular issue for certain groups of staff who had to come in later;
- The shortage of car parking spaces also affected those on shift work, those returning to work following medical appointments and visitors coming for meetings or events;
- Signage on entering campus stating where there were spaces would reduce the stress;
- The Chair of the Transport Strategy Consultative Working Group to be made aware of the issues;
- The Chair would raise the issue when he presented at the University Executive Board the following week;
- Any issues of insensitive treatment of parking infringements by Security Services should be relayed to the Head of Security Services.

CHAIR

793. DRAFT STATEMENT OF EQUALITY, DIVERSITY AND INCLUSION COMMITMENTS

The E&D Manager presented Paper EDC18/19-007 explaining that the draft Statement had been developed from Committee ideas at its July meeting and September workshop, and from input from the Network. It comprised 10 commitments which were agile and not exhaustive but which would allow adaptation for achievement.

During discussion the following points were made:

- Several members stated that the document was enjoyable to read and digestible;
- Concern was expressed that the language did not give a sense of shared commitment, for example, 'your diversity is our power' should be rephrased 'our diversity is our power';
- Concern was also expressed that the Mental Health objective did not reflect that the current support for students was inadequate with a long wait for counselling and only 6 appointments per year;
- This document was for a wider audience; a more detailed action plan would be detailed in an Equality, Diversity And Inclusion (ED&I) Strategy;
- Explanation for departments was requested as sometimes e-mails from Equality Co-ordinators were simply deleted without reading. The E&D Manager advised that she had started giving presentations to departments which could include short training on topics such as Micro-aggression or Cultural sensitivity. The first training, for the School of Management, had been well received;
- The Network Co-Chair was pleased that the Network feedback was included in the draft Statement;
- The Longevity objective was explained: the E&D team was currently 4 people with 2 on short term contracts relating to harassment work so the aim was to enable the harassment work to remain a priority; 'long term commitment' may be clearer;
- It was suggested that the department responsible should be added to each objective to underline the University's commitment;

- The resources required to meet the objectives was queried and it was noted that there would be some financial implications (which would have to be considered against the E&D budget, the University budget and the SU budget) and some requirements of staff time.

AGREED to recommend the draft Statement of Equality, Diversity and Inclusion Commitments to Council for approval, subject to the amendments suggested at the meeting.

SEC

The draft Statement was due to be seen by the University Executive Board the following week and it was AGREED that if they recommended minor amendments the Chair could agree the changes but that if more major amendments were required the Statement should be seen again by the Committee for approval, prior to submission to Council.

CHAIR

794. EQUAL PAY

(1) Equal Pay Review 2018

Due to time constraints, it was AGREED that Paper EDC18/19-008(a) would be reviewed at the next meeting.

SEC

(2) Gender Pay Gap Working Group

AGREED to support the setting up of a Gender Pay Gap Working Group, as detailed in Paper EDC18/19-008(b).

795. ANNUAL REPORTS

(1) Equality and Diversity Committee Annual Report, 2017/18

The Committee considered Paper EDC18/19-009(a), the Committee's Annual Report for 2017/18.

(2) Statement of Equality Objectives Annual Report, 2017/18

The Committee considered the Statement of Equality Objectives Annual Report, 2017/18 (Paper EDC18/19-009(b)).

AGREED that the reports be approved for submission to Senate and Council.

SEC

796. EQUALITY ANNUAL RETURN 2019

The E&D Manager presented a draft format for the annual Equality and Diversity Returns in 2019 (Paper EDC18/19-010). She explained that there was a significant difference in how departments completed the returns. The 2018 return form would be used with the removal of section 7 (the year ahead) and the addition of an ED&I Action Plan, for which developmental support would be provided to departments. Some of the questions were required to inform Athena SWAN actions. A different version would be provided for Professional and Support Services.

During discussion the following points were raised:

- The return form would be sent to Heads of Departments (HoDs) and copied to Equality Coordinators with the offer of assistance from the ED&I team;

- It was noted that the Coordinators were of varied standing in their departments and received between 0 and 80 hours for the role (academic departments) hence they could not all be expected to complete the return;
- The budget to complete the Action Plans was queried but it was stated that it was not expected that there would necessarily be any significant financial cost involved; for instance, the ED&I team had developed products which could be used;
- The Action Plan was felt to be ambitious and could create an administration burden. The expectation was for one target per team following discussion of what was appropriate; it was suggested that this should be made clear and the number of examples provided reduced;
- It was commented that no individual feedback was received by departments following submission of the return; they had received an infographic of best practice and a report to HoDs has been scheduled for July, but that meetings in July and September had been cancelled.

The revised format for 2019 Equality and Diversity Returns was AGREED.

E&D MGR

797. THE SU UNIVERSITY OF BATH TOP TEN OVERVIEW

The SU Community Officer explained that this was the ninth year of SU priorities (Paper EDC18/19-011), which were worked on in collaboration with the University. They were developed from student feedback and sector trends. She highlighted that the first issue ‘Improving provision and support for student parents and carers’ was the most relevant to the Committee and then gave an overview of the other 9 issues. The Chair thanked The SU Community Officer for the paper.

798. EQUALITY AND DIVERSITY NETWORK

The Committee noted minutes of the meeting held on 23 October 2018 (Paper EDC18/19-012).

799. HARASSMENT PREVENTION WORKING GROUP

The Committee noted minutes of the meeting held on 18 July 2018 (Paper EDC18/19-013).

800. SCHEDULE OF BUSINESS FOR THE COMMITTEE

The Committee noted Paper EDC18/19-014 and were advised that additional items of business were welcome and should be submitted to the Secretary. It was suggested to have an item on plans for Curriculum Transformation, in particular the Inclusivity Strand. It was noted that there had been a great deal of business for this meeting necessitating some discussions being cut short. Investigating holding 2 meetings in the autumn in future years was suggested.

SEC

SEC

801. PROGRAMME OF MEETINGS

The programme of meetings for 2018/19 was noted (all meetings on Thursdays at 2.15pm):

- 14 February 2019
- 11 April 2019
- 13 June 2019

The meeting concluded at 4.25pm

Chair: