

**Meeting:**               **EQUALITY AND DIVERSITY COMMITTEE**

**Date and Time:**   **Thursday 14 November 2019 at 2.15pm**

**Venue:**               **Council Chamber**

Present:	David Galbreath	Chair
	Leda Blackwood	Staff representative (Education and Research)
	Richard Brooks	Director of Human Resources
	Marion Harney	Member appointed by Senate
	Christopher Lai	Student representative
	Alisha Lobo	Community Officer, Students' Union
	Catherine Mealing-Jones	Lay member appointed by Council
	Lizzi Milligan	Co-Chair, Equality and Diversity (E&D) Network
	Aurelien Mondon	Co-Chair, E&D Network
	Mike Nicholson	Director of Undergraduate Admissions & Outreach
	Anthony Payne	Director of Student Services
	Cassie Reis	Staff Representative (Technical and Experimental)
	Souvik Saha	Student Representative
	Susan Sutcliffe	Staff representative (Operational and Facilities Support)
In attendance:	James Arthur	Head of Registry Services (for minute nos. 828-833)
	David Bird	Senate Effectiveness Review panel member
	Georgina Brown	Head of Equality, Diversity & Inclusion (ED&I)
	Andrew Eagleton	Student Engagement Co-ordinator (for minute nos. 828-832)
	Caroline Harris	Secretary
	Andrew Heath	Senate Effectiveness Review panel member
	Orietta Marsili	Gender Pay Gap Working Group Chair (for minute no. 836)
	Aiste Senulyte	E&D Officer
Apologies:	Rachel Willis	Staff Representative (Management, Specialist & Admin)
	Mandy Wilson-Garner	Member appointed by the Students' Union

### ACTION

#### **828. WELCOME**

The Chair welcomed members to the first meeting of the Committee for the 2019/20 academic year and everyone introduced themselves.

The two members of the Senate Effectiveness Review panel present explained that they were looking at how Senate interacted with its sub-committees related to people.

#### **829. MEMBERSHIP**

The Committee noted its membership for 2019/20 as set out in Paper EDC19/20-001.

### **830. TERMS OF REFERENCE**

The terms of reference (TOR) of the Committee (Paper EDC19/20-002) were noted. It was pointed out that the Committee was not meeting some of the TOR and that they were not ambitious. A member also stated that they were process-based and that a vision was needed to champion, promote and be an exemplar for ED&I issues.

Concern was also expressed about the lack of resources for E&D; the loss of 1.5 FTE training roles in the ED&I team, the loss of student ambassadors and the loss of support for the E&D Network. The E&D Network had revised its TOR the previous year and doubt was expressed that they could now be met. It was suggested that if the University had true commitment in this field it would prioritise resources.

AGREED to set up a project group to review the TOR.

**CHAIR/  
SEC**

### **831. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 6 June 2019 were approved as a correct record and signed by the Chair (Paper EDC19/20-003 refers).

It was AGREED to invite the Pro-Vice-Chancellor (Learning & Teaching) and Vice President (Student Experience) to a future meeting. It was noted that Senate and Council received the minutes from the meetings but that ED&I was rarely discussed at their meetings and they did not receive recommended actions from the E&D Committee. It was commented that ED&I needed to be put at the heart of the University's business or there would be no progress and that a collective vision from the leadership was critical.

**CHAIR**

There was a discussion expressing dismay that the ED&I team came under the Department of Policy, Planning and Compliance on Person Finder given that legal compliance on ED&I was the bare minimum that should be aimed for. Post the meeting it was noted that this had been a mistake and the ED&I team was actually under the Vice Chancellor's Office.

### **832. STUDENT SURVEYS RESULTS**

The Student Engagement Coordinator reported that the National Student Survey (NSS) 2019 results (Paper EDC19/20-004(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 13 positive and 6 negative variations. There were again no clear patterns evident across three years' worth of data indicating that differences were cohort related.

During discussion on the survey the following points were made:

- It was queried whether qualitative data was used to assist the analysis of the very low number of Black student responses; the Student Engagement team e-mail academic departments offering to go through the data but few took up the offer;
- There is well-evidenced data showing that surveys exhibit bias, in particular against female and BAME staff; the Student Engagement team were aware of this and were looking at external options to replace online unit evaluations;
- The University was very White and middle class where the majority of students had little experience of non-White students, which could lead to

racism and micro-aggressions; Black PhD students were a very small group;

- It was queried whether NSS captured issues associated with socio-economic class; NSS was based on parents' jobs rather than Participation of local areas (POLAR) or Index of Multiple Deprivation (IMD) data; this data was available and could be presented; it was suggested that it should be included routinely to meet TEF requirements;
- This data could be looked at triangulated with online unit evaluations, talking to students and using the 8000 open comments;
- There was a large variation between departments but when numbers were small it was hard to reach the reporting threshold of 10 students;
- It was felt important to understand the lived experience of students with a number of suggestions made:
  - Studying qualitative results from other universities PhD students;
  - Understanding the confidence levels for NSS scores;
  - Information on action plans;
  - Reports over 5 years to check satisfaction levels for certain cohorts, triangulated with qualitative data and feedback from the SU;
- The Director of Student Services together with the Head of ED&I were working with SARI (Stand Against Racism & Inequality) and looking at how the Race Equality Task Force at the University of Bristol worked; it was suggested that information on this is provided at the next meeting.

ST ENG  
COORD

SEC

The Student Engagement Coordinator also introduced Paper EDC19/20-004(b) detailing the Postgraduate Research Experience Survey (PRES) 2019 analysis. He explained that progression was poor with the University scoring significantly negative variations against benchmarking groups. He commented that he encouraged departments to act on the data.

During discussion the following points were made:

- The Chair commented that Deans do not see the data fed back to departments;
- The number of Black PhD students across the UK was unknown;
- There had been no survey for PGT students as pre-survey pilot results would be available in 2020 for the Office for Students (OfS) run survey.

ALL

The Committee NOTED the reports on the results of the 2019 student surveys and were asked to reflect on the NSS as a measurement tool.

### **833. REPORT FROM DEGREE OUTCOMES GROUP**

The Head of Registry Services presented Paper EDC19/20-005, a report from the Degree Outcomes Group (DOG). He explained that the group had focused on sector developments over the year. Its discussion had covered grade inflation and the development of a Statement of Intent on degree outcomes, the University's Access and Participation Plan (APP) for 2020/21 to 2024/25 and the annual report on student data, seen by the E&D Committee, Senate and Council.

During discussion the following points were made:

- The four Student Ambassadors were funded for a year; the general student community would now be upskilled;
- Analysis for the APP was ongoing and the quantity of reported data required every year was queried; previously the monitoring was wide but in the future the analysis would focus on narrow areas of interest;
- Using the expertise of academics at the University who were undertaking research in relevant areas would be helpful.

The Committee NOTED the discussions undertaken by DOG in 2018/19, and APPROVED the proposal for the consideration of progress towards the APP targets in 2019/20 as the basis for the annual reporting to Equality & Diversity Committee and Senate – subject to agreement from relevant stakeholders.

**834. EQUALITY AND DIVERSITY NETWORK**

The Co-Chairs of the Equality and Diversity Network reported as follows:

- Until the current year the secretary to the E&D Committee had also been the secretary to the E&D Network; the Co-Chairs had not been informed early that there would be no further secretarial support and had then been told to ask someone at the meeting to make notes;
- They were conscious that the secretarial support was not just taking notes but involved booking meeting rooms, preparing agendas and keeping in contact with and updating the membership; it was clear that no-one was taking responsibility for these aspects;
- They felt that this indicated a low regard for the role of the E&D Network and, alongside the reduction in the ED&I team, that ED&I issues were not being taken seriously;
- The E&D Network itself was enthused with very motivated members, who were keen to increase the number of meetings from 4 to 6 per year and be more proactive and ambitious; this was a disconnect with the lack of support;
- Within the workload model academics were allowed only 8 hours for attending the E&D Network, which was a concern;
- The E&D Network could take more responsibility but there was no resource for it.

The Chair responded:

- He was on the workload model group and did not recall hours for the E&D Network being discussed, but would check;
- He agreed that the lack of secretarial support for the E&D Network and for the University Self-Assessment Team, given that Athena SWAN was a priority, was atrocious; they were both sub-committees of the E&D Committee.

**CHAIR**

The Head of ED&I commented that her team had also lost administrative support and the history and knowledge that these people held.

**835. EQUALITY, DIVERSITY, WIDENING PARTICIPATION & UNDERGRADUATE ADMISSIONS**

The Director of Student Recruitment and Admissions presented Paper EDC19/20-006, a summary of E&D issues relating to Undergraduate Admissions and Outreach. He reminded members that the OfS was not interested in postgraduate or international students, hence the targets all related to UK undergraduate students. The University was expected to identify areas of concern and take action to remain compliant. Formulating the APP had led to more engagement with Professional Services and the SU. The APP focused on student bursaries as they showed impact. He reported that the APP for 2020/21 to 2024/25 had recently been approved by the OfS.

During discussion on increasing the proportion of BAME students at the University the following points were raised:

- Many White students at the University were not from metropolitan areas hence Black students found it harder to be accepted; whilst widening participation had a regional focus, schools in Bristol and London were being targeted as this issue was known;
- There was little at the University to attract Black students though the reasons were diverse; the SU were talking with Admissions about this; the attraction of the city of Bath was a challenge and a conversation had been started with the Royal United Hospital, the police and fire services;
- Results from the work of Dr Michael Donnelly on why students pick universities would be used;
- The most effective way to improve the diversity of applicants was to focus on POLAR and IMD, which stood as a proxy for ethnicity, as the ethnicity of applicants was unknown;
- Some of the challenges were to attract students to subjects they had never studied before, such as Psychology; or if there were recruitment challenges thinking of new approaches, for example, removing the requirement of Physics for Electronic Engineering.

The Committee NOTED the report.

#### **836. EQUAL PAY/ BECOMING A PARENT AT THE UNIVERSITY**

The Director of Human Resources introduced the Equal Pay Review 2018/2019 (Paper EDC19/20-007(a)) and a paper on Becoming a Parent at the University (Paper EDC 19/20-008). The Chair of the Gender Pay Gap Working Group presented the report of the Group (Paper EDC 19/20-007(b)). These papers were discussed together.

The Chair of the Gender Pay Gap Working Group highlighted the areas of study within the report; gender imbalance and wage differentials within pay grades. For Professional and Support staff (PSS) the distribution was uneven with more women at lower pay grades and a bottle neck in career progression at Grade 9. This may be as a result of fewer part-time positions, lack of support or lack of flexible working arrangements. For staff in the Education & Research job family at Grade 8 more women left than men, but at Grade 9 the opposite was true. Areas to be addressed included probation, support for maternity/caring breaks and starting salary differentials.

During discussion the following points were made:

- Within PSS there were many staff at lower levels but the availability of positions as higher levels only appeared when someone left; there was a myth that senior roles with management responsibilities could not be undertaken part-time; flexible roles at higher levels would help both men and women;
- Benchmarking against other universities was difficult; the University was in the second quartile on gender pay gap but the subject mix was different from those in the top quartile;
- Some other universities were being more proactive on maternity leave packages; both the gender pay gap and parental leave issues were very relevant to Athena SWAN;
- The recommendations were considered to be good but discussion ensued on who should implement them and where the resource would be found;

The report was NOTED and it was AGREED that a small group would identify 2 or 3 key areas for action to be forwarded to the University Executive Board and Council.

**CHAIR,  
OM,  
Dir of HR,  
ED&I team**

**837. ANNUAL REPORT**

The Committee considered Paper EDC19/20-009, the Committee's Annual Report for 2018/19.

The SU Community Officer asked for the SU involvement in 3.3.3 and 5.5 to be made explicit and the Committee asked for an additional point to be added to 6.2 expressing their concerns over the reduction in staff investment in the ED&I team, particularly in the area of #NeverOK and training services.

Concern was expressed that the report was simply noted by Senate and Council and that it may not even be read by councillors and senators. The Lay member appointed by Council stated that she would feedback to the Chair of Council after the meeting.

AGREED that the report be approved for submission to Senate and Council, with the three amendments.

**SEC**

**838. THE SU UNIVERSITY OF BATH TOP TEN OVERVIEW**

The SU Community Officer presented the 2019/20 SU priorities (Paper EDC19/20-010), which were worked on in collaboration with the University. She highlighted the issues 'Prioritise urgently the continuation and development of the #NeverOK work', 'Create a culture where students feel confident to raise supervisory issues' and 'Improve transparency and monitoring of complaints and disciplinary process and procedures to ensure effective support for students involved' as being the most relevant to the Committee. She pointed out that the funding for #NeverOK was for start-up costs and that funding was required for continuation and expansion covering issues of race and religion. It was pointed out that other universities had provided the additional funding. She requested that a comprehensive report of data, statistics and context be provided to the wider community on the complaints and disciplinary process.

AGREED to note the paper and include this paper earlier in the agenda the following year.

**SEC**

**839. REVISED DIGNITY & RESPECT POLICY AND PROCEDURE**

The Committee NOTED the revised Dignity & Respect Policy and Procedure provided in Paper EDC19/20-011 and acknowledged the input from the ED&I team, the SU, Trades Unions and the Deputy Director of Human Resources.

**840. REVISED POLICY FRAMEWORK**

The Committee NOTED that the revised Policy Framework (Paper EDC19/20-012) made specific mention of Equality Analysis for new and revised policies.

**841. HARASSMENT PREVENTION WORKING GROUP**

The Committee NOTED minutes of the meetings held on 15 July 2019 (Paper EDC19/20-014(a)), 3 September 2019 (Paper EDC19/10-014(b)) and 10 October 2019 (Paper EDC19/20-014(c)).

**842. SCHEDULE OF BUSINESS FOR THE COMMITTEE**

The Committee NOTED Paper EDC19/20-015, the schedule of business for the Committee for the forthcoming year.

**843. ANY OTHER BUSINESS**

Marion Harney was congratulated on being appointed Athena SWAN University leader.

**844. PROGRAMME OF MEETINGS**

The programme of meetings for 2019/20 was NOTED (all meetings on Thursdays at 2.15pm):

- 13 February 2020
- 23 April 2020
- 11 June 2020

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The meeting concluded at 4.20pm

Chair: .....