

Meeting: EQUALITY AND DIVERSITY NETWORK

Date and Time: Tuesday 17 October 2017 at 3.15pm

Venue: Council Chamber

Present:	<p>Adalgisa Giorgio Kristine Akid Eve Alcock Nour Alhusein Chris Ashwin Adam Bagdu Andie Barlow Petra Cameron Berenice Dalrymple Helen Davis Marina De Vos Salvador Eslava Barbara Furnival Dawn Hallett Justin Hodds Alice Hovanessian Karen Hunter Alexandra Iciek Janina Iwaniec Yukteshwar Kumar Kang Ma Antonio Marcos Linda Newnes Nelson Oppong Kimberley Pickett-Mcatakney Tim Rogers Connor Russell Tina Schilbach Ed Stevens Zeid Truscott Danielle Wain Melanie Wortham Stijn Wuyts David Young</p>	<p>Chair Students' Union (SU) representative SU representative Campus Trade Unions Psychology Student Minds Faculty of Humanities and Social Sciences Chemistry Race Equality Group Academic Registry Computer Science Chemical Engineering Student Services Faculty of Science Library Research & Innovation Services Estates Gender Equality Group Education PoLIS Electronic & Electrical Engineering International Relations Office Disabled Staff Group/Mechanical Engineering Social & Policy Sciences SU representative Mathematical Sciences Sports Development & Recreation International Relations Office Kaleidoscope LGBT+ Society Architecture & Civil Engineering Careers Service Physics Student Recruitment & Admissions</p>
In attendance:	<p>Marlene Bertrand Caroline Harris Ben Palmer</p>	<p>Equality and Diversity Manager Secretary SU Community Officer for minute no. 475</p>
Apologies:	<p>Elnaz Bajoori Emma Bishop Florin Bisset Sean Chawla-Duggan Mary Clarkson Miada Hassan</p>	<p>Economics Enable Student Recruitment & Admissions Computing Services Human Resources Race Equality Group</p>

Sarah Jones
Stephanie Lear
Kate Noad
Charareh Pourzand
Hannah Sanderson
Laura Simpson
Sarah Stead

Management
Development & Alumni
ahs
Pharmacy & Pharmacology
Centre for Learning & Teaching
Research & Innovation Services
Faculty of Engineering and Design

ACTION

471. WELCOME

The Chair welcomed members to the first meeting of the Network for the 2017/18 academic year.

472. MEMBERSHIP AND TERMS OF REFERENCE

The membership and terms of reference of the Network were noted (Paper EDN17/18-1). It was pointed out that there were still several representatives to be confirmed.

473. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28 April 2017 were approved as a correct record and signed by the Chair (Paper EDN17/18-2 refers).

474. MATTERS ARISING

(1) Minute 453 Access Issues

The Chair read out an update on the 2016 Access Audit. Audits are carried out every 5 years and the two previous ones attracted central government funding, but the works from the recent one need to be funded by the University. The Vice Chancellor's Group has agreed a budget of just over £100,000 which will enable works to hazard warnings for dropped kerbs and zebra crossings, seating on external routes, external steps and tables, automatic doors and handrails on external ramps.

The Mathematical Sciences representative queried where additional automatic doors would be installed as his department had been told they would have to pay for additional ones. The Student Services representative, who was on the Access Audit working group, offered to provide information on the location of additional automatic doors.

BF/SEC

It was noted that for staff members Access to Work can partially fund necessary adjustments and adjustments for students can be made via Disability Services. Any student accommodation requirements would be discussed before arrival and either specific existing accommodation provided or adjustments made via a separate accommodation budget.

(2) Minute 465 Athena SWAN

The Secretary advised that the University application for a bronze Athena SWAN award was successful and that Pharmacy and Pharmacology had gained the University's first silver award (they were also the first department to gain a bronze award). For a silver award evidence of impact/ achievement has to be shown.

475. INDUCTION

The Equality and Diversity Manager explained the structure of equality and diversity (E&D) decision making at the University and the role of Network members. She then discussed relevant activities organised by the University over the past year and explained that the work of the Network was visible in the University's Statement of Equality Objectives 'Equality and Diversity Network used as an effective way of raising level of understanding of equality and diversity in departments'.

The SU Community Officer spoke about SU E&D initiatives, detailed in Paper EDN16/17-3, including:

- SU support groups which gain feedback from students, campaign on issues found, organise events and provide peer to peer support;
- The International Students Association also builds community and friendship and celebrates diversity;
- The SU Inclusivity Award to break down barriers to participation;
- Campaigns including making the campus and facilities more accessible and focusing mental health support, for example, for postgraduate and international students;
- The #NeverOK campaign alongside Student Services;
- E&D training for student committees;
- Disability sport;
- The SU Investors in Diversity quality mark.

During feedback from small group discussions the following points/issues were raised:

- In academic departments it would be helpful for students to know who the Equality Co-ordinator was, what department E&D events were being held and the Co-ordinator should be a member of the SSLC;
- In the Faculty of Science the Equality Co-ordinator role has been subsumed into the Athena SWAN Departmental Self-Assessment Team (DSAT) Chair role but some of the DSAT Chairs had not been advised of this by their department and they had not been given extra hours for the role;
- It was suggested that:
 - a list of topics/speakers be created on which members could draw for the annual E&D talk/presentation; **ALL**
 - the Equality Returns good practice document to be shared within constituencies and used for inspiration for next year's E&D initiatives; **ALL**
 - it may be helpful for departments in a Faculty to work together.
- Key E&D events are advertised on the website and e-mails sent via the Ednet mailing list, which are for dissemination;
- Other south west universities could be studied to see the challenges they face and what actions they have taken;
- A database of events/good practice would be considered.

The Chair summarised the main role of Equality Co-ordinators:

- Disseminating information/event details to their constituency;
- Consulting their constituency for feedback;
- Bringing to the Network any issues or feedback from their constituency;
- Asking for a meeting with their HoD to discuss the Equality Co-ordinator's needs and engagement with the constituency;
- Becoming familiar with the University's Statement of Equality Objectives.

The Chair would bring to the attention of the University Secretary (Chair of the E&D Committee) the following issues/ideas:

- Not all co-ordinators had their work on the Network recognised;
- If members were also involved with Athena SWAN as DSAT Chair it was 2 separate roles;
- Some co-ordinators had to organise all E&D events in their departments, for example, training sessions for students;
- Reaching students in academic departments with information and invitations to events would be beneficial. In academic departments, it might be desirable for the staff Equality Co-ordinator to attend the SSLC.

476. ANNUAL EQUALITY RETURNS

The Network noted the report on the 2017 annual returns (Paper EDN17/18-4) and that the good practice examples in Appendix 2 are available on the website.

477. EQUALITY AND DIVERSITY COMMITTEE

The Network noted the minutes of the meetings of the Equality and Diversity Committee held on

- (1) 6 April 2017 (Paper EDN17/18-5(a)); and
- (2) 8 June 2017 (Paper EDN17/18-5(b)).

478. EQUALITY MANAGEMENT GROUP

The Network noted the minutes of the final meeting of the Equality Management Group held on 25 May 2017 (Paper EDN17/18-6).

479. EQUALITY MATERIALS

The Network noted Paper EDN17/18-7, materials received by the Equality and Diversity Manager.

480. ANY OTHER BUSINESS

The Chair thanked the Equality and Diversity Manager, who was leaving the University shortly, for her tremendous contribution to E&D at the University over the past 16 years; her work had always shown great commitment and passion.

Other Network members thanked the Equality and Diversity Manager for the beneficial lunchtime seminars and training sessions and for her enthusiastic support to various groups, particularly student support groups.

481. PROGRAMME OF MEETINGS

The programme of meetings for 2017/18 was noted:

- Wednesday 6 December 2017 at 10.15am
- Tuesday 6 March 2018 at 10.15am
- Thursday 3 May 2018 at 2.15pm

The meeting concluded at 5.25pm

Chair: