

**GOLDSMITHS  
University of London**

**ACADEMIC BOARD AND COUNCIL**

**EQUALITY AND DIVERSITY COMMITTEE  
29 January 2008**

**Present:** Lady Celia Goodhart (Chair), Ms Alison Ahern, Ms Vicky Annand, Mr Alex Blandford, Dr Philip Broadhead, Ms Hilary Lowe, Ms Bindiya Patel, Ms Suzanne Stead

**Attendance:** Mr Paul St Hilaire

**Apologies:** Professor Sara Ahmed, Professor Dennis Atkinson, Dr Rosalyn George, Mr Chris Pearson, Mr James Souter, Mr Bob Westaway

**OPEN BUSINESS**

**23 APOLOGIES FOR ABSENCE**

**24 IDENTIFICATION OF ITEMS FOR DISCUSSION**

To consider any requests from members that items identified for Formal Decision or Report should be the subject of substantive discussion.

**25 APPROVAL OF ITEMS FOR FORMAL DECISION**

To confirm all formal decisions as proposed in the circulated papers.

**26 MINUTES**

**Resolved:**

that the minutes of the meeting held on 31 October 2007 be approved.

**27 MATTERS ARISING FROM THE MINUTES**

(i) Arrangements for the Admission of Applicants Under the Age of 18 Policy – the Head of Student Support Services informed the Committee that outstanding issues are being investigated and that a final draft will be available shortly.

(ii) The Committee System and Terms of Reference, Composition and Membership - plans are being made for a Estates representative to come onto the Committee and they should therefore be invited to the next meeting.

(iii) Disability Symbol (Two Ticks Scheme) - the project plan is being updated.

(iv) Staff needing a dyslexia assessment (average cost £400) - policy is that they are not automatically paid although this would be considered in the context of performance issues affecting work.

## ***Matters for Discussion***

### **28 PROGRESS REPORT FROM THE EQUAL OPPORTUNITIES ADVISOR**

Received:

the report from the Equal Opportunities Advisor. (08-19)

Noted:

(i) that the Equal Opportunities Advisor completed the final RAE impact assessments, updated the Disability Equality Scheme and Action Plan, produced a draft Transgender Policy and is working on revisions to the College Code of Practice Relating to Equal Opportunities;

(ii) that producing the new Dignity at Work Policy is a major task - good practice models have already been identified from other institutions and the policy will be drafted during the Summer term;

(iii) that a future priority will be the development and circulation of the revised impact assessment framework.

### **29 DISABILITY EQUALITY SCHEME AND UPDATED ACTION PLAN**

Received:

the revised Scheme and Action Plan from the Equal Opportunities Advisor. (08-20)

Noted:

(i) that the short period of time since the previous Committee had limited the time available to consult staff and students, however, the review had been completed and the statutory deadline had been met;

(ii) that the Committee identified the need for staff to have access to specialist training (for example more equality and diversity being included within inductions);

(iii) that notable successes include the publication of guidance on producing print materials and promoting Widening Participation through Open Book;

(iv) the implementation of a new student records system which will benefit students who are declared disabled is planned for the academic year 2009 – 10;

(v) that student disclosure of disability continues to be actively promoted through the use of specific posters and leafleting.

### **30 COLLEGE ANNUAL REPORT ON DISABILITY SCHEME**

Received:

the College Annual Report on the Disability Scheme from the Equal Opportunities Advisor. (08-21)

Noted:

(i) that the Equal Opportunities Advisor and Head of Student Support Services would discuss merging ideas for reviewing the impact assessment framework;

(ii) that to ensure that impact assessments are completed across the College, articles in Hallmark, involving the Equal Opportunities Facilitators to help aid the process and instigating a phased implementation, starting with the most able departments such as Human Resources and Student Support Services, would be beneficial;

(iii) that the Pro Warden (Student Learning and Development) would add further analysis to the monitoring of complaints section of report before submission to Academic Board and Council.

### **31 STANDING ITEM ON DISABILITY**

Received:

the report from the Head of Student Support Services. (08-22)

Noted:

(i) that the previously-proposed breakdown of numbers using the Assistive Technology Centre is no longer required;

(ii) that the Pro Warden (Students and Learning Development) described the proposed changes to the ground floor layout of the Assistive Technology Centre (ATC) to incorporate more accessible equipment, with planning decisions expected by March;

(iii) that Finance has worked well with other departments such as Student Support Services to assist with collecting Disability Student Allowance and there is now a bank of equipment that can be loaned to students who need it;

(iv) that a new leaflet has been produced which covers all special examination arrangements;

(v) that the Disability Advisor vacancy will be advertised on 5 February and coincides with a revised job description.

### **32 STAFF DEVELOPMENT MONITORING REPORT 2006 - 07**

Received:

the report from the Staff Development Advisor. (08-23)

Noted:

(i) that the Staff Development Advisor will include further development on the monitoring of courses between departments for future reports;

(ii) that equalities and diversities training issues are already achieving some progress through Skills For Life sessions, which are available to staff such as porters who have not usually been included in staff development opportunities until now, and that it is hoped that a second Deaf Awareness Workshop will be run again this academic year.

### **33 EQUAL OPPORTUNITIES MONITORING OF THE GOLDSMITHS COMMITTEE SYSTEM**

Received:

the report from the Secretariat on the approach being adopted. (08-24)

Noted:

(i) that this report will be brought back to the next meeting for discussion.

#### **34 HEFCE SINGLE EQUALITY SCHEME**

Received:

the Equal Opportunities Advisor highlighted some of the key issues covered in the HEFCE Single Equality Scheme. (08-25)

#### **35 IMPACT ASSESSMENT OF THE GOLDSMITHS RAE 2008 SUBMISSION**

Received:

the report on Impact Assessment from the Equal Opportunities Advisor. (07-431)

Noted:

(i) that several impact assessments had been undertaken leading up to and including the final submission;

(ii) that there had been no appeals regarding non submission.

#### **36 DRAFT NOTES FROM THE EQUAL OPPORTUNITY FACILITATORS MEETING HELD ON 15 January 2008**

Noted:

that these would be presented to the next meeting.

#### ***Other Business***

#### **37 ANY OTHER BUSINESS**

There was none.

#### **38 NEXT MEETING**

To note that the next meeting will be held on Thurs 1 May 2008.