Minutes for the Equal Employment Opportunity/Affirmative Action Committee meeting held on Tuesday, 1 July 2003 at 2.00pm in Room 304, Building 36.


In Attendance: P.Knight, M.Williams

PART 1: PRELIMINARY BUSINESS

1.1 No apologies were received.

1.2 Minutes of the April 2003 meeting were confirmed and accepted.

PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Aboriginal Employment
Paul Knight provided an update on Indigenous employment at the University announcing that another traineeship had been extended in the Faculty of Arts. There is currently consideration to convert this to an apprenticeship, however, no definite decision has been made.

All cadets are currently doing well with positive feedback from the work units as well as the cadets.

The University has secured $55,000 from the Attorney Generals Department to assist funding a position within the Faculty of Law. The money is to be paid in 4 yearly instalments of $13,750. However, the Internship programme is still not secured. Negotiations with the NTEU in relation to the issues with award are still being worked through.

2.2 Recruitment & Retention of Academic Senior Women at UOW
The Committee was advised that the report is nearing completion.

2.3 Celebrate Cultural Diversity, 2003
Y.Kerr and R.Weekes suggested promotion of a Celebrate Diversity theme through the use of student profiles held in UniAdvice. Linkages will be made with UniAdvice media staff to take this promotion forward for International Week in August.

Action R. Weekes
M.Williams

2.4 Policy Review Outcomes
Each of the Policy Review Committees addressed the EEO/AA Committee advising that further re-writes and further advice needs to be sought before final drafts be submitted to the Committee for further consideration.

Action Sub-Committees
2.5 EO Online Accessibility Upgrade
R.Weekes advised the Committee that EOOnline requires upgrading to bring it into line with the international guidelines for accessibility. The Committee was also advised that the EOOnline completion rate is still slow at around 45%. Further strategies to increase the completion rates were discussed.

Action

R.Weekes

PART 3: NEW BUSINESS

3.1 ODEOPE Change In Status
As part of a restructure in the NSW government the Office of the Director of Equal Opportunity in Public Employment (NSW) (ODEOPE) will be incorporated into the Premier’s Department as Office of Employment Equity and Diversity effective from 1 July, 2003.

The reporting relationship and responsibilities of the Director, Carol Davies, remain intact as outlined in Anti-Discrimination Act 1977. University of Wollongong reporting arrangements remain unchanged.

3.2 Extension of Sexual Harassment Program
A need for an extension of existing awareness strategies on sexual harassment was discussed and the additional strategies endorsed by the Committee.

A recent incident has highlighted a policy gap in the area of responsible use of alcohol at university events.

The Chair noted that he would raise both the sexual harassment and responsible use of alcohol issues at the next Dean’s and Senior Executive meeting for discussion. Deans, Directors and Heads will particularly be targeted as to their duty of care.

Action

J.Patterson

Mandi Williams
Secretary
EEO/AA Committee