Minutes for the Employment Equity & Diversity Committee meeting held on Tuesday, 20 June 2006 at 2 pm in Room 303, Building 36

Present: J Patterson, L Wright, B Webb, J Steele, Y Kerr, T Thongdang, P Crookes and F McMillan

In Attendance: J. Wallis

PART 1: PRELIMINARY BUSINESS

1.1 Apologies
Apologies were received from C Woodroffe, D Jolley, N Crittenden and P McFarlane.

1.2 Confirm Minutes of Last Meeting
Minutes of the previous meeting were confirmed.

1.3 Welcome
The Chair of the Committee welcomed Lynne Wright and wished her well in her role.

PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Grievance Policy and Procedures
Further changes will be made to the Policy and Procedures particularly in relation to students. The documents will be discussed with the Policy and Governance unit as well as circulated to Deans and Senior Executive for comment.

ACTION

L WRIGHT

PART 3: REPORTS

3.1 Director’s Progress Report
General discussions were held in relation to the report. In relation to equity employment it was mentioned if committee members could keep Sam Hardaker in mind for any short term employment opportunities that may arise in their department.

ACTION

COMMITTEE MEMBERS
4.1 **Return to Work Focus Group**

The focus group meeting was very successful. Staff on maternity/parental leave will be given the option of whether they would like to keep in touch. A website will be developed. A checklist and package of resources for both managers and staff will be produced.

ACTION

L WRIGHT

4.2 **Campus Equity Education Consultative Committee (CEECC) – new EED representative**

This CEECC will meet twice in 2006. L Wright will contact committee members directly to give an outline of the CEECC Committee in an effort to select a new representative if a volunteer is not forthcoming.

ACTION

L WRIGHT

Judy Wallis
Secretary
EED Committee