Minutes for the Employment Equity & Diversity Committee meeting held on Tuesday, 17 October 2006 at 2 pm in Room 303, Building 36

Present: J Patterson, L Wright, B Webb, Y Kerr, T Thongdang, P Crookes, F McMillan, C Woodroffe, D Jolley, M Morgan and J Booker

In Attendance: J. Wallis

PART 1: PRELIMINARY BUSINESS

1.1 Apologies
Apologies were received from J Steele, 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 Julie Booker, Woolyungah Indigenous Centre to the meeting.

PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Policy Review
Grievance Policy and Procedures – Is now at the stage of being submitted to Deans and Senior Executive and then to Staff Consultative Committees for final feedback. Final version will be returned to EED Committee February 2007 meeting before going for formal approval to Administrative Committee and Council. A separate student grievance policy will be established.
People with Disability – A review of policies and plans across the sector indicates various strategies are in place to address disability services for staff and students. A one page discussion paper from L Wright and Y Kerr will be submitted to the next meeting with suggested way forward for UOW.
Respect for Diversity – the Campus Equity Education and Consultative Committee recommended the word ‘cultural’ be dropped from the policy name. L Wright approached the Vice Chancellor who requested ‘cultural diversity’ not be lost and be referenced to the Ethnic Affairs Priority Statement (EAPS) document.

ACTION ALL COMMITTEE MEMBERS
L Wright, Y Kerr

2.2 Keeping in touch – Parental leave
L Wright tabled the new Keeping in Touch package for staff on parental leave and may also be used for staff on long term illness. Staff members are given the option of whether they would like to keep in touch. The two checklists for managers will be
placed on the Personnel website. The Chair commended L Wright on this achievement.

2.3 Campus Equity Education Consultative Committee (CEECC)
Di Jolley has agreed to be the EED representative on the CEECC Committee. The CEECC Minutes were acknowledged as received.

PART 3: REPORTS

3.1 Director’s Progress Report
Discussions took place on Diversity Week. Kate McIlwain has been employed as Project Officer for one day a week for 2006 and more hours leading up to week 4, 2007. Kate will be contacting units requesting their assistance with events. Budget will be a problem this year with UniCentre not able to contribute as much in the VSU environment. J Patterson will approach the Vice Chancellor in this regard once the budget is finalised.
J Patterson commended L Wright on the affirmative action appointment of Sam Hardaker to the Faculty of Education.

ACTION J Patterson

3.2 OEED Report
This report was tabled. Completion of the report was a challenge this year as the format had completely changed. L Wright pointed out employment of Aboriginal and Torres Strait Islander general staff has reached the benchmark of 2%. The report will be put on the December agenda after members have had a chance to peruse for further discussion.

ACTION ALL COMMITTEE MEMBERS

PART 4: NEW BUSINESS

4.1 EO Online
Student Module – This is a challenging module which is planned to be trialled in 2007 by a variety of students. L Wright and Y Kerr have held an initial presentation to the Sub Deans who made suggestions in relation to privacy and graphic design. Initial mock-ups will be shown at the December meeting.
Update on Sales – 19 universities have now purchased EO Online, with Tasmania having gone live since our meeting.

ACTION L Wright
Y Kerr

FURTHER BUSINESS

J Patterson asked L Wright to leave the meeting. He advised members Lynne’s secondment to Director, EED has expired and the position will be advertised late October. A long standing female member of the EED Committee is required for the selection committee. Nadia Crittenden was nominated, if available, or alternatively, Di Jolley would fill the position on the selection committee.

ACTION J Patterson

Judy Wallis
Secretary
EED Committee