Minutes for the Employment Equity & Diversity Committee meeting held on Wednesday, 17 February 2010 at 2 pm in Administration Room 305

Present: J Patterson, L Wright, Y Kerr, B Webb, P Crookes, A Frazer, P McFarlane, A McKnight and N Crittenden

In Attendance: J Wallis & Jo Damcevski

PART 1: PRELIMINARY BUSINESS

1.1 Apologies
An apology was received from C Woodroffe.

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

PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Bullying Prevention Policy
The policy was reviewed by the Chair of Senate at L Wright’s request. The Chair of Senate suggested additional information, that did not necessarily fit in the Policy, could be linked from a dedicated “Bullying” web page on the EED web site. It was agreed by the Committee that supporting documentation could be linked in this way.

L Wright will present the suggested web content and format at the next meeting for approval before wider university consultation.

ACTION

L WRIGHT

2.2 Reconciliation Statement working group
J Patterson, A Frazer and L Wright will meet with the Vice Chancellor to discuss his views on the draft Reconciliation Statement and the idea of moving forward with a formal Reconciliation Action Plan.

A McKnight advised he is publishing a paper in relation to the protocol of Welcome and Acknowledgement to Country. He will circulate his paper when released.

ACTION

J PATTERSON/
A FRAZER/L WRIGHT

PART 3: REPORTS

3.1 Director’s Progress Report
The Director’s report was noted.

3.2 Indigenous Employment update
Ms Jo Damcevski was welcomed to UOW as interim Indigenous Employment Officer.

Discussion took place on accessibility of future funding for faculties for new Indigenous trainees, cadets and apprenticeships. Options for different funding models were highlighted which can be explored more fully by the EED Unit in consultation with relevant stakeholders.
PART 4: NEW BUSINESS

4.1 Diversity Week – Draft Program
The Diversity Week program is progressing well with new ideas this year including support from Unimovies and the Rollerhawks. The decision to hold Diversity Week in week 7 is allowing more time for the organisation and planning of events.

4.2 EED Consultancy Statistics
The EED Unit’s grievance and consultation statistics for 2008 and 2009 were tabled for comparison.
It was noted sexual harassment matters had increased in 2009. L Wright advised the increase was due to more student related cases. In view of the increase in UOW staff numbers the overall increase in EED activity was thought to be acceptable.

4.3 EO Online staff completions
Completion statistics for November 2008, July 2009 and January 2010 were tabled. Percentage of EO Online completions has risen but a large number of staff are still to complete the modules. Deans and Managers will be sent a list of staff in their area who have yet to complete the necessary module with the aim of sending a reminder to the staff members concerned.

An EO Online completion tick box will appear on probation/promotion documentation for the May 2010 round. J Steel will be asked to report on whether the process for advising new staff that EO Online is a probation requirement is in place.

ACTION
J Wallis/J Steel

Judy Wallis
Secretary
EED Committee