Minutes for the Employment Equity & Diversity Committee meeting held on Wednesday, 21 April 2010 at 2 pm in Administration Room 305

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

In Attendance: J Wallis

PART 1: PRELIMINARY BUSINESS

1.1 Apologies
Apologies were received from C Woodroffe, Thidarat Thongdang and Nadia Crittenden.

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 & Website
L Wright tabled the bullying website information, draft Bullying Prevention Policy and two checklists for the Accused and Complainant. D Smith, OH & S and D Riordan, Policy & Governance have had significant input into the policy.
After discussion it was agreed the University’s Code of Conduct, which is currently being revised, should be taken into consideration with the revised Bullying Prevention Policy.
Changes to 7.3b were discussed. This will now read ‘behaviour or language that is intended to or has the impact of frightening, intimidating, humiliating, belittling or degrading’.
Much discussion was held regarding the use of the two checklists. It was eventually accepted that they could be a useful self-assessment tool and should be put up for wider consultation.
It was agreed that all documents will be uploaded to the web for wider University consultation for comment. Feedback received will be brought back to the next EED Committee meeting.

ACTION
L WRIGHT

2.2 Reconciliation Statement working group
A Frazer tabled the final Reconciliation Statement 2010 as presented to Council on 16 April 2010. The statement was accepted by Council and noted that this is a positive outcome and was strongly supported. The existing Statement will now be replaced on the web site.
Publicity of the new Statement to staff and students was suggested with an indication of the way forward with an action plan.

The Chair thanked A Frazer and L Wright for all their hard work in achieving this outcome. A Frazer’s leadership and professionalism was commended. A Frazer will present a proposal at the next EED meeting in regards to taking the Action Plan forward with a working group.

ACTION
A FRAZER
2.3 Diversity Week
Discussion was held on whether holding Diversity Week over five days had run its course. The idea of holding a Diversity Day was mentioned. It was suggested staff involved in student activities throughout the year meet and decide how to incorporate diversity into the student calendar of events for the year.

 ACTION L WRIGHT/KEY STAFF FOR STUDENTS

PART 3: REPORTS

3.1 Director's Progress Report
The Director's report was noted. RRR Online will be advertised shortly.

 ACTION L WRIGHT

PART 4: NEW BUSINESS

4.1 Reasonable Adjustment Workshop
L Wright advised a trial of this workshop had been held with a well informed group of key stakeholders. As a result content of the workshop is to be fine tuned. A beginners session will also be developed for university wide information and training.

The Reasonable Adjustment workshop was the outcome of student mental health issues. The website to support mental health issues is up and running under the broader heading of Students with a Disability. A postcard has been designed and is being printed, when received the website will be advertised to all students and staff.


 ACTION L WRIGHT

Judy Wallis
Secretary
EED Committee