



# University of Wollongong

## Employment Equity & Diversity Committee

### Minutes May 2011

Minutes for the Employment Equity & Diversity Committee meeting held on Wednesday, 4 May 2011 at 2pm in Administration Room 305

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**Present:** J Patterson(Chair), L Wright, A Frazer, N Crittenden, C Woodroffe, T Thongdang and Y Kerr

**In Attendance:** J Wallis and J Damcevski

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#### **PART 1: PRELIMINARY BUSINESS**

##### **1.1 Apologies**

Apologies were received from P Crookes, J Steele, A McKnight, P McFarlane and B Webb.

##### **1.2 Confirm Minutes of Last Meeting**

Minutes of the previous meeting were confirmed.

#### **PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES**

##### **2.1 Children on Campus Policy review**

L Wright tabled this policy which outlined her comments and A Frazer's feedback in regards to the University's legal responsibility in cases where children use the Library.

Section 2, Definitions, will now refer to a child as being 'a person up to the age of 16'. Section 7, The University Library, will change from 'Children whose conduct may breach the Code' to 'Children whose conduct is likely to breach the Code'.

It was then agreed that this policy be uploaded to the web for wider University consultation and comment. L Wright will then consult with Policy and Governance to seek approval pathway.

ACTION

L Wright

##### **2.2 Reconciliation Action Plan 2011-2014**

A small working party has met and decided on three major objectives and 12 identified actions which will form the basis of a draft Reconciliation Action Plan. After discussion, it was agreed that key actions only (excluding targets, measures etc) will be included in the first draft which will be taken to the Aboriginal community groups and leaders.

ACTION

A Frazer

### **2.3 Reconciliation website**

J Damcevski tabled a draft of the proposed web page which had been prepared by Corey Field, EED's school based trainee. It was suggested the Reconciliation web page be easily accessible to the public as well as UOW staff and students. A 'showcase and scholarships' section could be added. Jo and Corey have both received training to maintain the web site when it is operational.

The Chair thanked Corey and Jo for their efforts.

ACTION

J Damcevski

## **PART 3: REPORTS**

### **3.1 Director's Progress Report**

L Wright confirmed the Disability Action Plan (DAP) is an agenda item, for approval, on the next Administration Committee meeting to be held on 17 May 2011. The DAP will then be lodged with the Human Rights Commission.

Mention was made of Lauren Davies, Dean of Law's Personal Assistant's nomination for NSW trainee of the year. Luke McNamara, Dean of Law will be acknowledged for his coaching of Lauren in preparation for her interview.

## **PART 4: NEW BUSINESS**

### **4.1 Sexual Harassment Policy review**

L Wright advised only minor updates were required with this policy. After discussion it was agreed that the definitions would be expanded to include social media. This policy will be brought back to the next meeting for comment.

ACTION

L Wright

### **4.2 Equal Opportunity for Women in the Workplace**

A fact sheet from the Department of Families, Housing, Community Services and Indigenous Affairs was tabled. The changes to the Equal Opportunity for Women in the Workplace Act 1999 are welcomed. The Act will be renamed the Workplace Gender Equality Act, and the Agency will be known as the Workplace Gender Equality Agency. The Act will be broadened to encompass women and men, particularly in relation to caring responsibilities.

Training will be offered to manage the changes in reporting requirements. The first reports under the new Act will fall due in 2013.

ACTION

L Wright

## **Late Business**

### **Review of EED Committee**

Following an email from the NTEU representative of the EED Committee, indicating that she is finding it hard to attend meetings and will need to be replaced, the Chair then indicated the Vice Chancellor had mentioned that the EED Committee membership and terms of reference had not been reviewed for at least ten years.

The Terms of Reference are attached for information. This item will be discussed at the next meeting.

**Next meeting Wednesday 22 June 2011 at 2pm in 36.305.**

J Wallis  
Secretary  
EED Committee