University of Wollongong
Employment Equity & Diversity Committee

Minutes February 2012

Minutes for the Employment Equity & Diversity Committee meeting held on Wednesday, 29 February 2012 at 2pm in Administration Room 305

Present: J Patterson (Chair), L Wright, Y Kerr, C Woodroffe, P Crookes, A Frazer, T Thongdang, P McFarlane, B Webb, J Steele and J Damcevski

In Attendance: J Wallis and T Spedding

PART 1: PRELIMINARY BUSINESS

1.1 Apologies
An apology was received from A McKnight.

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

PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 EO Online update
L Wright reported that at the November 2011 EO Online Consortium meeting it was agreed to update and modernise the existing EO Online modules. The four consortium members, UOW, Newcastle, Charles Sturt and UTS Sydney have each contributed $7,500 with the other existing 19 universities being offered an early bird price of $5,000. The project will therefore be self-funded. CASR have been given the specifications so at present the project is on track for a release date of February 2013.

P Crookes advised the existing EO Online is integrated into some faculties’ student programs with completion of module 1 being compulsory. Patrick suggested consultation with the relevant faculties in the revision process. He will discuss with all Deans at their next meeting and meet with L Wright to further discuss.

ACTION P Crookes/L Wright
PART 3:  REPORTS

3.1 Director's Progress Report
Discussions took place on UOW's unsuccessful EOWA citation for 2012. L Wright advised applying for the citation is not mandatory but an optional process. EOWA have strict guidelines and timing in relation to Sexual Harassment training every two years and communication about the commitment of CEOs to Pay Equity. With the changeover of Vice Chancellors, the Director EED decided to wait until early 2012 for these communications to occur, resulting in non-compliance. The Chair advised Professor Wellings is pro-active in supporting the requirements set out by EOWA and this is demonstrated in the email regarding sexual harassment and his commitment to review the pay equity information.

The recent Mental Health training for academic staff was discussed. L Wright advised the presenter, Alex Couley, was excellent and positive feedback had been received. Two committee members who attended training confirmed the positive feedback. It was agreed this training should be rolled out to faculties with the idea of training being compulsory for 1st year co-ordinators and other relevant academics.

ACTION

L Wright

PART 4:  NEW BUSINESS

4.1 Rosemary Cooper Award
T Spedding gave an outline of the award which is in memory of Rosemary Cooper, a well known and outstanding general staff member who worked in the Faculty of Commerce for 21 years. Rosemary was in a wheelchair and she significantly overcame her disability while encouraging others to overcome their own challenges.

The Award Guidelines and Nomination form were tabled. The award is for general staff only and is intended for a person who has overcome significant personal barriers in their employment and career or a general staff member who has made a significant contribution in supporting staff or students overcome such barriers, such as disability, low social and economic background or other significant barriers.

Professor Sutton, before retiring, committed funding for this award, which will be matched by the Faculty of Commerce, making the award sustainable for the next 20 years. This annual award has a value of $1,000 and will be presented at the Vice Chancellor's Awards Ceremony.

The Committee acknowledged this great initiative.

4.2 Committee membership
With the retirement of N Crittenden from the University and the EED Committee it was discussed how to replace Nadia’s mediation and committee membership roles. Suitable replacements for Nadia’s position on the committee will be considered and a nomination will be approved by the Vice Chancellor.

L Wright indicated that Nadia is continuing in a casual capacity as a mediator and more staff have completed mediation training to help fill this void left by Nadia.
A McKnight has advised he is teaching Autumn session and will be unable to attend meetings. Indigenous academics will be considered and then approached to replace Anthony for six months.

**ACTION**

All Committee Members

4.3 **EED Consultancy statistics 2011-2009**

A new reporting system would be more beneficial to the committee with results shown in graph format. Harassment/Bullying has high consultancy figures and it was suggested to categorise the complaints by the type of issues raised with the Director and the outcome in order to better understand the level of actual bullying and harassment. The Anti Discrimination Board’s website may assist with naming the categories.

**ACTION**

L Wright/J Wallis

**Further Business**

**Mandatory Reporting of Student Health Professionals**

A Frazer enquired as to the present status of mandatory reporting. L Wright advised she had met with Y Kerr, G Rowland and D Riordan, and at present this process is with Policy and Governance to action. The Graduate School of Medicine have circulated their final notes from their workshop held in November 2011.

**Student Advocacy Officers**

P Crookes raised the issue of the Student Advocacy Officers reporting to the Director EED. L Wright indicated that measures were in place to change the reporting structure of the Advocacy Officers to a senior manager in the Library.

**Next Meeting is Wednesday 2 May 2012 at 2pm, 36.305.**

J Wallis
Secretary
EED Committee