



University of Wollongong

EMPLOYMENT EQUITY & DIVERSITY COMMITTEE

Minutes June 2010

Minutes for the Employment Equity & Diversity Committee meeting held on Wednesday, 30 June 2010 at 2pm in Administration Room 305

Present: J Patterson, L Wright, B Webb, A Frazer, J Steel, P Crookes, N Crittenden, T Thongdang and A McKnight

In Attendance: J Wallis & A Ong

PART 1: PRELIMINARY BUSINESS

1.1 Apologies

Apologies were received from Yvonne Kerr, Colin Woodroffe and Penney McFarlane.

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

A small number of UOW staff provided feedback after placing the Bullying Prevention Policy on the policy website for further consultation. No comments were received in relation to the two checklists or proposed website.

A bullying video, which is office based, has been purchased by the EED Unit. This video will be available to borrow and will be listed on the website under Resources.

It was recommended a legal specialist be engaged to look over the policy and confirm all legislation has been covered. The Committee agreed to this recommendation. It may also be pertinent to hold this policy until the review of the Grievance Policy as they are closely linked.

ACTION

L WRIGHT, J STEELE
J PATTERSON

2.2 Reconciliation Action Plan – way forward Draft Strategy

A Frazer and L Wright tabled a paper outlining their thoughts on the way forward with a Reconciliation Action Plan. Initially, focus groups will be organised to assist identify programs and activities that fit under the eight goals extracted from the Reconciliation Statement. This process will also identify any gaps. A working party will be established with, if possible, a member from each faculty as well as external community members.

It was agreed this will be a long complex process with many aspects of the ownership and monitoring of the Action Plan to be assessed for this to be successful.

Two areas of support required are administrative support and resources for the working party. After lengthy discussions the Committee agreed that A Frazer, L Wright and J Patterson submit a one page proposal to the Vice Chancellor for his approval and funding support to move the Action Plan forward.

ACTION

A FRAZER, L WRIGHT
J PATTERSON

PART 3: REPORTS

3.1 Director's Progress Report

The Chancellor's breakfast with senior women was a success. The Indigenous cadet in Commerce has resigned to take up full time study. This was a five year placement and is being replaced by a three year trainee position which suits the needs of the Commerce Faculty. The Queer Collective is hosting a conference on campus from 5-9 July 2010 with 170 attendees. Shane Smith has been working from the EED Unit and providing administrative assistance.

PART 4: NEW BUSINESS

4.1 EOWA criteria

Equal Opportunity for Women in the Workplace Agency's (EOWA) letter to the Vice Chancellor, dated 21 May 2010, was tabled. UOW has not received the citation for the past two years mainly due to the gender pay equity gap. The gender pay equity percentage benchmark has been removed. However, the university is now expected to conduct a more thorough gender pay equity analysis. EOWA have been promoting a toolkit which is on the Western Australian Pay Equity Unit website. The Committee agreed that L Wright should look at the complexity of this analysis tool with a view to completing it. This application is due for submission 15 October 2010.

ACTION

L WRIGHT

4.2 Indigenous Employment Officer

Two candidates were interviewed on Wednesday 30 June 2010, with both applicants being competitive. This position is permanent 3 days per week. An offer will be made this week after checking referees.

ACTION

L WRIGHT

4.3 Quality Improvement Progress Report

L Wright tabled her progress report in regards to women at senior levels. More women are applying for promotion percentage wise. Academic and general staff women are receiving encouragement and mentoring where necessary.

Recreation Leave – Director, Employment Equity & Diversity

L Wright advised she is taking five weeks leave from early December 2010. After earlier discussions with the Chair it was agreed that Leanne Cambridge, Executive Officer, Operations and Michelle Harrison, Personnel, share the Director's role during this period, in their own areas of expertise. Leanne and Michelle will be asked to attend future EED meetings.

Judy Wallis
Secretary
EED Committee