



University of Wollongong

Employment Equity & Diversity Committee

Minutes September 2011

Minutes for the Employment Equity & Diversity Committee meeting held on Wednesday, 7 September 2011 at 2pm in Administration Room 305

Present: J Patterson(Chair), L Wright, A Frazer, P Crookes, J Steele, C Woodroffe, N Crittenden, T Thongdang and K Draisma (NTEU alternate)

In Attendance: J Wallis, J Damcevski

PART 1: PRELIMINARY BUSINESS

1.1 Apologies

Apologies were received from Y Kerr, A McKnight and B Webb.

1.2 Confirm Minutes of meetings held on 4 May 2011 and 22 June 2011

Minutes of the two previous meetings were confirmed.

PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Reconciliation Action Plan progress report

A Frazer outlined the revised version of the Reconciliation Action Plan and reported that community consultation is ongoing. The Proposed Actions were endorsed by the Committee.

ACTION

A Frazer

2.2 Children in the Workplace and Study Environment Policy Review

L Wright advised the policy now outlines the original intent in regards to parents and/or guardian bringing children on campus. Changes suggested in the previous minutes were discussed. Section 10, point 4 will now read –

‘Children, in the context of this policy, who accompany their Parents or Guardians to the University, are not permitted to enter or observe anatomy laboratories’.

In regards to Section 11, point 1, further investigations will take place in relation to the definition of ‘contagious disease’. This will be included in the revised copy for circulation.

ACTION

L Wright

2.3 Sexual Harassment Prevention Policy

L Wright advised sexual harassment complaints at UOW had declined in recent years. After discussion it was agreed several minor changes were required to the policy –

Definitions – Staff - use a consistent definition as per the University’s Code of Conduct.

3.4 – take out the word ‘fulltime’.

4.1 – to include ‘the workplace’.

4.1e - new point to be added. ‘contractors to sexually harass staff members’.

5.1a – to now read ‘reluctant consent, where there is a disparity in relative authority or power or where a person is in a position to make a decision more or less favourable’

5.1d – to now read ‘offensive written material or images of a sexual nature in any format’.

Once changes are made the policy will be circulated to committee members for final approval.

ACTION

L Wright

2.4 Review and Membership of EED Committee

L Wright advised she had met with B Webb and they had put together the discussion points included in attachment 4. The Chair commented that existing members are long term and have shown commitment to serving on the committee.

Discussions took place in relation to the suggested new positions, the use of alternates and the review of the Terms of Reference.

No decisions were made on the discussion points. J Patterson and L Wright will meet and discuss this matter further and bring back to the next meeting.

ACTION

J Patterson
L Wright

PART 3: REPORTS

3.1 Director’s Progress Report

The Director’s report was noted.

PART 4: NEW BUSINESS

N/a

Further Business

P Crookes queried the progress of the Disability Action Plan (DAP) from the previous Minutes, in particular, expediting the setting up of a formal committee to deal with the requirement to report students with disabilities to the relevant accreditation authorities. It was

agreed this was an area that required urgent attention. L Wright advised that she will bring the DAP to the committee when all updates from the working group are received. L Wright also noted that the establishment of such a committee is an action in the DAP.

The Chair advised he would meet with the R Castle, Deputy Vice Chancellor (Academic), SY Kerr, Dean of Students and L Wright, Director EED regarding the establishment of a committee as included in the DAP and report back to the next meeting.

Action

J Patterson

Next meeting Wednesday 2 November 2011 at 2pm in 36.304.

J Wallis
Secretary
EED Committee