



University of Wollongong

Employment Equity & Diversity Committee

Minutes June 2013

Minutes for the Employment Equity & Diversity Committee meeting held on Wednesday, 26 June 2013 at 2pm in Administration Room 303

Present: J Patterson (Acting Chair for Item 4.1), L Wright (Acting Chair), A Frazer, A McKnight, J Damcevski, G Williams (Acting Dean of Students), A Ong, V McIlroy and Penney McFarlane

In Attendance: J Wallis

PART 1: PRELIMINARY BUSINESS

1.1 Apologies

Apologies were received from P Chandler, P Crookes, C Woodroffe, L Sheridan, M O'Donnell and T Thongdang.

Patrick Crookes, who has been a member of the Committee for approximately ten years, has advised of the need to step down as he is no longer holding a position of Dean. Patrick was an active member with valuable input over the years. Discussions were held on how to replace the Dean's representative on the committee. Academic Registrar's Division will be contacted for advice.

ACTION

L Wright

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

- Launch

The launch was well attended. Mr Gerardo de Liseo from the Anti Discrimination Board was a guest speaker. Professor Luke McNamara launched the event and spoke about the importance of moving beyond a compliance approach to completing EO Online, to one of real engagement. Managers will receive an email advising the

importance of completing EO Online and encouraging their staff to complete EO Online in a way that initiates discussion.

- Students

EO Online is available for students. At the next meeting discussions will take place on how to run a campaign to promote EO Online to students who are going on industry placements.

ACTION

L Wright

PART 3: REPORTS

3.1 Director's Progress Report

The Director's report was noted. Comment was made on the 41% success rate of women to Associate Professor. The senior executive is now comprised of 50% women and three fifths of Associate Deans are women.

PART 4: NEW BUSINESS

4.1 Indigenous Employment Strategy

L Wright advised she had met with and will be working with Matthew Wright from Financial Services, who has a role in KPI processes. It has been suggested that a KPI on Indigenous employment be included into unit and business plans. J Patterson advised we are moving towards a KPI world. KPI's are reported on at every Council meeting even where there is no movement. This provides an opportunity for questions to be asked by Council members. The Deans attend a PERG meeting every eight weeks which the Vice Chancellor chairs. These meetings address KPIs some of which relate to funding. The importance of funding will be increased as budgets become tighter over the next few years.

L Wright, J Damcevski and A Ong will develop a paper to be presented to VCAG about the inclusion of a KPI about Indigenous employment. This will include a history of past employment figures.

ACTION

L Wright
J Damcevski
A Ong

4.2 Workplace Gender Equality Agency (WGEA) - Reporting and notification

L Wright advised statistical reporting is due to WGEA on 31 July 2013. Discussions were held on the most effective way to make staff more aware of the importance of gender diversity and the UOW report. It was suggested that a 2 minute YouTube type clip, which could be placed on UOW's home page to capture the attention of all staff, which might be more time efficient and appealing than L Wright attending unit and faculty meetings. If this idea goes ahead, the clip would need to be complete and available by end August 2013 in order to comply with the WGEA access

requirements.

ACTION

L Wright

4.3 EED Business Plan

L Wright advised the EED Unit business plan has a new format consisting of seven high level goals. The plan is ready to be submitted to the Planning unit. The section on financial management was discussed. L wright explained if all matters can be managed internally this is actually good financial management for the EED Unit. The strategy of having a mediator in each business unit, to further assist with managing complaints and conflict internally was discussed. Committee members agreed that this was a positive strategy.

ACTION

L Wright

4.4 Sexual Harassment Policy & Training Issues

A Frazer referred to a case of sexual harassment and the implications of relying on online training as the main method of educating employees about sexual harassment. In the University context, is relying on EO Online sufficient defense, should the university have a similar case. Sexual harassment training was compulsory every two years under EOWA (The Equal Opportunity for Women in the Workplace Agency) and universities were required to show evidence of such training. L Wright indicated that it has not yet been raised with WGEA, however EO Online version 2 was structured in such a way to allow re-doing the module on sexual harassment every 2 years if necessary.

Discussions took place on how to make it mandatory for staff to complete EO Online. A Ong will check if EO Online is mandatory on the managers' online tool kit. Discussions will take place when the new HR Director commences on whether to add this item to CareerNet.

ACTION

A Frazer
A Ong

Further Business

NIL

Next Meeting is Wednesday 4 September 2013, Building 36.305.

J Wallis
Secretary
EED Committee