

LIVERPOOL HOPE UNIVERSITY

EQUALITY AND DIVERSITY STEERING COMMITTEE: 7th March 2018

PRESENT: Dr C. Walsh (in the Chair), Dr A. Alifuoco, Mr A. Catterall, Dr T. Gallagher-Mitchell, Mr S. Hargraves, Ms T. Lewin, Dr A. Pereira, Mr J. Ryan, Mr D. Sennett, Dr A. Yeates

Secretariat: Mr M. Jones

APOLOGIES: Mr J. Ellison

1. Terms of Reference

Dr Walsh welcomed members to the meeting and informed them that she would be taking over as chair of the Steering Committee. Members had received the Steering Committee's Terms of Reference. The Chair noted that that these dated from 2014 and informed members that the document would be updated. Drawing members' attention to bullet point nine ('To receive reports from faculties and departments...'), The Chair emphasised the importance of each Faculty board to include Equality & Diversity items on a regular basis. Looking at bullet point ten ('To submit quarterly reports to Senior Management Team...'), The Chair suggested that the minutes of each meeting of the Steering Committee be sent to Senior Management Team.

ACTION: Mr Jones to ensure that minutes of Equality & Diversity Steering Committee are tabled at Senior Management Team.

2. Minutes of the previous meeting

The minutes of the meeting held on 24th May 2017 were **APPROVED** by those who had attended as an accurate record.

3. Matters arising from the minutes

The Chair noted that there were no matters arising from the previous meeting's minutes which did not appear elsewhere on the agenda.

4. Ramadan and Other Periods of Religious Fasting

Members had received the assessment guidance on Ramadan and Other Periods of Religious Fasting. The Chair informed members that this year Ramadan coincides with the University's two week assessment period and that the guidance is intended to take into account potential ways in which the observance of Ramadan may impact upon students' performance in examinations. The Chair informed members that, upon receiving notification that a student observing the Ramadan fast wishes this to be taken into account during their assessments, the University will apply the mitigating circumstance policy and offer either a deferral of the examination or an alternative

assessment depending upon the circumstances. Non-final year students granted deferrals will normally be required to sit the examinations at the next scheduled examination period, for example in August for examinations deferred in May. The Chair thanked colleagues in the Department of Theology for their assistance in preparing the guidance.

5. Review of Equality Objectives for 2015-19

Members had received the Equality Objectives for 2015-19. The Chair noted that progress was being made in all areas and emphasised the importance of updating the 'Progress' column of the table. The Chair asked named individuals to take the lead on each of the objectives of each objectives: Objective one ('To embed further an inclusive approach...'): Dr Bennet; Objective two ('Address the differential in satisfaction levels...'): Mr Ryan; Objective three ('Carry out a critical analysis of statistics...'): Ms McGarry; Objective four ('To provide equality and diversity training...'): Mr Catterall; Objective five ('Improve the representation of women...'): Mr Catterall; Objective six ('To further improve the accessibility...'): Mr Ellison.

With reference to objective five, Dr Alifuoco raised the issue of accessibility at the Creative Campus, noting that there was at present no disabled access to the dance studio. Dr Alifuoco added that there are issues with the lift doors and automatic doors at the Creative Campus. The Chair asked Mr Jones to raise these issues with Mr Ellison.

ACTION: Mr Jones to contact Mr Ellison re accessibility issues at Creative Campus.

6. Staffing Issues

Ms Lewin informed members that the University's Women's Network is now in its third year and continues to grow. Dr Wilson has recently been appointed as new network Chair. Ms Lewin added that the University's application for the ECU Gender Charter-Mark is currently under consideration and that a response is expected by the end of April 2018.

Turning to the Equal Pay Audit, Ms Lewin asked Mr Catterall for further detail about the number, and success rate, of female colleagues' applications for promotion. Mr Catterall responded that such information would be covered in the Gender Pay Report, which would be made public in the near future.

Dr Yeates raised an issue on behalf of UCU members, asking whether colleagues holding the post of Professional Tutor were automatically entitled to apply for Senior Professional Tutor posts. Mr Catterall replied that the initial intention behind the recruitment of Professional Tutors was to provide expertise in specialist areas, adding that a number of colleagues holding the post of Professional Tutor had successfully applied for the post of Senior Professional Tutor, when such a post became available, but that there was no automatic process in place for this.

7. Student Update

The Chair asked Mr Jones to contact the Student's Union President with a view to re-establishing Students' Union representation on the Steering Committee.

ACTION: Mr Jones to contact Student's Union President re re-establishing Students' Union representation on the Steering Committee.

8. Equality and Diversity Report

Members had received the Equality and Diversity Annual Student Data Report, The Chair congratulated Mr Ryan and his team for their work supporting students with disabilities and commented that aspects of good practice should be shared in relation to the University policy on ensuring access, success and progress of all its students. The Chair noted the difference in numbers in post-graduation employment rates between disabled and non-disabled students and asked Mr Jones to invite Ms Mair to the next meeting of the Steering Committee in order to discuss this. Other issues including the attrition rate for students from the most disadvantaged groups were noted, BME students also require further support across the student lifecycle.

ACTION: Mr Jones to invite Ms Mair to next meeting to discuss post-graduation employment rates among disabled students.

9. Fitness to Study Policy

Members commented on a number of specific points relating to the policy, in particular the emphasis on mental health. The Chair asked that members send their points to her and she would send the comments to the Head of Legal Services, Governance and Risk. Ms Gittins will be invited to the next meeting to address concerns ahead of the document being presented in final version to Senate in June.

ACTION: Mr Jones to invite Ms Gittins to the next meeting to discuss specific concerns and questions in relation to the Fitness to Study Policy