

UNIVERSITY OF WARWICK

**Minutes of the meeting of the Equal Opportunities Committee
held on Wednesday 22nd May 2002**

- Present: Professor R Dyson (in the Chair), Rev M Bratton, Dr J Burns, Dr P Byrd, Ms R Cain, Ms G Frigerio, Professor G Hundt, Dr J Hutton, Dr K Flint, Mr S Malhotra, Ms M Melville, Mr D Richards, Ms L Taylor
- Apologies: Professor S Bassnett, Mr D Beaton, Dr H Dennis, Dr C Jones, Dr J Nicholls, Mr L Sanders
- In attendance: Dr C Twine

18/01-02 Minutes

RESOLVED:

That the Minutes of the meeting held on 6th February 2002 be approved.

19/01-02 Matters Arising on the Minutes

(a) Membership of Business in the Community (Minute 6/01-02 refers)

REPORTED:

That a meeting had been held with representatives from Business in the Community to discuss how the University can benefit from its membership, and it had been agreed that the University would focus on projects linked with membership of equality campaigns and development in Canley and Tile Hill.

20/01-02 Religious discrimination

CONSIDERED:

A paper (Paper EOC 17/01-02: "Statement on Equal Respect for Religious Beliefs and Practices") and oral report from the Chaplain on religious discrimination.

RESOLVED:

- (a) That the Committee note that parts of the Statement were endorsed at the meeting of the Equal Opportunities Network held on 9 March 2000 and subsequently incorporated into a handbook for tutors.
- (b) That the Chaplain explore practical measures, to be put to the next meeting of the Committee, to widen knowledge of religious beliefs and practices throughout the University, such as adding dates of religious festivals to circulars detailing term dates.
- (c) That the Committee review at its next meeting the utility and possible status of a series of equal opportunities statements dealing with separate issues, such as religion, against the existing single equal opportunities statement.

21/01-02 Equal Opportunities Network

CONSIDERED:

Notes of the Meeting of the Equal Opportunities Network held on 13 May 2002 (Paper EOC 16/01-02)

RESOLVED:

- (a) That the recommendations of the Network be incorporated into the Equal Opportunities Action Plan.
- (b) That the Committee duly note the problems, as raised by the Network, of disseminating information about equal opportunities to all members of staff, especially those without access to the Intra-net.

22/01-02 Equal Opportunities Action Plan/Policy

CONSIDERED:

A consultative draft of the Equal Opportunities Action Plan 2002 (Paper EOC 19/01-02) and feedback from the consultation exercise.

RESOLVED:

- (a) That the Committee recommends the Equal Opportunities Action Plan to the Senate and the Council with the amendments suggested by the Equal Opportunities Network and the following amendments:

- (i) That the Equal Opportunities Action Plan be re-named the Equal Opportunities Policy.
 - (ii) That recommendation 3.1 be revised to read: “That recruitment and selection training be mandatory for heads of department and chairs of selection panels, search committees and their equivalent.”
 - (iii) That the Equal Opportunities Policy include a reference to the varying practices across the University in selecting postgraduate students to undertake teaching duties.
- (b) That the next meeting of the Committee consider a possible re-wording of the Statement of Commitment to Equal Opportunities to cover the issue of “justifiable discrimination”.
 - (c) That recommendations 1.1 (adoption and promotion of the Race Equality Statement) and 3.1 (mandatory recruitment and selection training) be prioritised.
 - (d) That the Committee consider the issue of long-hours working during their meetings in 2002/03.
 - (e) That the Committee note steps are being taken to carry forward the general and specific duties imposed by the Race Relations (Amendment) Act, through the action plan outlined in the Race Equality Statement.
 - (f) That the Committee notes the significant resource implications for Personnel Services.

23/01-02 Recruitment Monitoring Data 2000/01

CONSIDERED:

The Recruitment Monitoring Data Report for 2000/01 (Paper EOC 18/01-02).

RESOLVED:

- (a) That the proportion of data returned as “not known” remained too high.
- (b) That the report referred to the 2000/01 Academic Year and that future reports should reflect the improvements brought about by changes to recruitment monitoring procedures.

- (c) That Personnel Services explore:
- (i) The possibility of using separate envelopes for applicants to return their recruitment monitoring data in.
 - (ii) Rewording recruitment advertisements to indicate the University is an equal opportunities employer.

24/01-02 Opportunity Now Benchmarking Report 2001/02

RECEIVED:

A summary of the University of Warwick's performance in the Opportunity Now 2001/02 benchmarking survey of gender equality in the workplace (Paper EOC 20/01-02).

RESOLVED:

That Opportunity Now be requested to provide further details on their methodology and present the data more clearly in future benchmarking exercises.

25/01-02 Date of Next Meeting

REPORTED:

That the next meeting of the Equal Opportunities Committee would be held on Wednesday 30th October 2002 at 2.00pm in the Council Chamber, Senate House.

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23.05.02