

MEETING TITLE: EQUALITY &
DIVERSITY GROUP

(Meeting No 3 Academic Yr 09/10)

DATE OF MEETING: THURSDAY 17TH JUNE 2010

ATTENDEES: Mark Brandish (MB)	Apols	Paul Palmer (PP)	Apols
Laura Collins (LCC)	✓	Owain Roberts (OR)	✓
Michael Crist (MC)	Apols	Karen Senior (KS)	✓
Amy Dodd (AD)	✓	Stephenson Sylvester (SS)	✓
Scott Garwell (SG)	✓	Marjorie Thomson (MT)	✓
Paul Hinchliffe (PAH)	✓	Helen Wright (HW)	✓
David Jones (Chair) (DBJ)	✓		
Di Martin (DM)	Apols	Lee-ann Davies (Sec) (LD)	✓

Ian Snailham attended the meeting on behalf of Mark Brandish, Joe Phillips attended as the nominated Union Representative instead of Paul Palmer.

AGENDA ITEM/ ISSUE DISCUSSED	ACTION		
	WHAT	WHO	WHEN
AGENDA ITEM 2	NOTES OF THE PREVIOUS MEETING – MATTERS ARISING		
Single Quality Scheme Action Plan Update	Marketing & Promotion 1. Confirm Equality & Diversity training for Marketing staff to enable actions to be progressed. 2. Finalise Report formats for 2010/2011 Academic Year.	HW (Andy McCarroll) HW/Vicky Barwis	Sept 2010 Sept 2010
Staff Satisfaction Survey	Negative responses from Ethnic Groups 1. Add statement to survey inviting respondents to contact HR personally to discuss concerns. 2. Consider incorporating staff focus groups into Professional Development Days.	HW/DM HW (Andy McCarroll)	Jun 2011 2010/2011 Academic Yr.
Student Induction Survey Poor attendance at Focus Groups highlighted.	1. Review Focus Group format for 2010/2011.	DM/KS	2010/2011

Chaplaincy Update	1. Provision of a multi faith chaplain funded by the Church progressed via the Bishop of St Asaph. Pilot to begin at Deeside Sept 2010. Chaplain to be invited to attend the next meeting to provide an overview of the service provided.	KS	Oct 2010
Action Log Update	Themed Diversity Days Action to be progressed via FE CMT. Summary to be presented at E&DG Meetings.	DM	Sept 2010 on.
	Agenda and Meeting Format following Merger Review agenda and meeting format for 2010/2011 and present proposal at the next meeting.	HW	Oct 2010
AGENDA ITEM 4	SINGLE EQUALITY SCHEME ACTION PLAN UPDATE		
Updated Action Plan circulated	1. Develop new Action Plan in a similar format to College SAR/QDP for 2010/2011 Academic Year. 2. Present a summary of actions due with progress to date at each meeting going forward.	HW HW	Oct 2010 Oct 2010
AGENDA ITEM 5	STUDENT DISCIPLINARY REPORT – TERMS 1 & 2		
	1. Inconsistency between 'Total' and 'Analysis of 'Disciplinaries by Gender' to be followed up with DM. Reason confirmed: In some cases more than one reason is recorded for one incident. 2. Obtain external data in relation to gender for benchmarking purposes.	LD DM	June 2010 Sept 2010
AGENDA ITEM 6	STUDENT EXIT SURVEY		
	1. Provide analysis at the next meeting.	DM	Oct 2010

ACTION LOG

DECISION AND ACTION	RESP	BY
Agree a list of external agencies to attend group meetings to provide an update on key issues.	DM/HW	Sep-10
Collect & analyse demographic information from next Staff Stress Survey.	PP/HW	Sep-10

DATE OF NEXT MEETING: TBA