# Governing Body
# Equality, Diversity & Inclusion (EDI) Committee

**10am, Monday 7th November, 2022**
**(Hybrid meeting - in-person / virtual)**

## Approved Minutes

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| **MEETING: 14** | Monday, 7th November (10am) Hybrid, in-person / virtual |
| **PRESENT:** | Susan O'Shaughnessy (SOS) (Chairperson), Talita Holzer (TH), Gerald Craddock (GC), Maggie Ryan, Brian Jordan (BJ), Valerie Bistany (VB). |
| **APOLOGIES:** | David Fitzpatrick (DF), Justin Mc Carthy, (JMC), Noelle Burke (NB), Evelyn Carroll (EC), |
| **IN ATTENDANCE:** | Yvonne Galligan (YG), Director, Equality Diversity & Inclusion James Barnes (JB), Estates, TU Dublin |
| **SECRETARIAT:** | Irene Gallagher, Executive Assistant, EDI Directorate |
| **DOCUMENTATION:** | Circulated prior to the meeting:<br>I. EDI GB Agenda<br>II. Draft Note EDI GB – 2nd June 2022<br>III. Briefing Note, EDI GB – 14th September 2022<br>IV. Correspondence, B. Murphy, 26th Sept, "Holocaust studies"<br>V. EDI Report to GB, November 2022<br>VI. Supporting Staff with Disabilities Policy<br>VII. Proposal EU Award for (Academic) Gender Equality Champions<br>VIII. Draft Revised Schedule of meetings for EDI GB Comm. 2022 - 2023 |

| ITEM | DETAILS | DECISION |
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| 14.01/1 | **APOLOGIES**<br>Apologies were noted. | Noted |
| 14.01/2 | **MEETING AGENDA**<br>Approved | approved |
| 14.01/3 | **DECLARATION OF CONFLICT OF INTEREST**<br>There were no declarations of conflict of interest. | |
| 14.01/4 | **MINUTES:**<br>I. *2nd June 2022*<br><br>II. Briefing Note – 14th September 2022 | Approved:<br>Proposed: GC<br>Seconded: BJ<br>Noted |

| 14.01/5 | **MATTERS ARISING:**<br>I. Revised Terms of Reference (ToR):<br><br>The following changes, made to the EDIC Terms of Reference were approved: | Approved |
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| | a. <u>2 ix– Membership and Chair</u><br>the word "external" has been removed, to read as follows:<br>"*The EDIC will be chaired by one of the members of Governing Body, appointed by Governing Body.*"<br><br>b. <u>5. - Frequency, Attendance & Convening of meetings:</u><br>the words "*four times within a twelve-month period*" will be inserted to read as follows:<br>"The EDIC will meet four times within a twelve month period.  The Chairperson….." | |
| | **Action:**<br>**The revised ToR, incorporating the above changes will be forwarded for approval by GB at their next meeting, 23 November.** | IG |
| 14.01/6 | **CORRESPONDENCE:**<br>I. B. Murphy, 26th Sept., - "Holocaust Studies"<br>The Committee noted the above correspondence.<br>The Chairperson provided a background summary.<br>It was agreed there is no action required by the EDI Committee. | Noted & agreed |
| 14.01/7 | **EQUALITY, DIVERSITY AND INCLUSION REPORT:**<br>YG provided a summary of the EDI Report.  The following were highlighted: | |
| | • *Organisation Design (OD):*<br>A verbal agreement from the Steering Board promises 4 posts for the EDI Directorate.  The committee considered this to be a small number when compared with other departments within the university.   The OD process has yet to conclude. | Noted |
| | • *EUT+ and EDI:*<br>the committee were updated on recent activities by the EUT+ alliance.  The alliance is currently focusing on task 2.3: delivery on Intersectional Equality Plans to the E.U. by February 2023, in which TU Dublin is the lead partner. TU Dublin is well positioned in this regard compared to others, taking into consideration the Athena SWAN, Race Equity and ESV&H all have intersectional plans. Since | Noted |

our last EDI committee meeting the Higher Education Authority (HEA) Act came into effect with input on EDI.

- *Athena SWAN:*
the University will formally receive the Athena SWAN Award at a ceremony on 8th November in Castlebar campus of Atlantic TU. The School of Mathematics and Statistics will also receive the award at the same ceremony.

| | Noted |

- *Consent and Ending Sexual Violence and Harassment (ESV&H):*
    - On the 13th October, Minister for Further Education Research, Innovation and Science, Simon Harris TD, launched a sector-wide plan to address sexual violence & Harassment in Higher Education. Two members of staff from TU Dublin, sit on the HEA's expert Advisory Group on ESV&H in HEIs: Dr. Bernadette Quinn and Dr.Tom Clonan (now Senator Clonan). The next step for TU Dublin is to align this national plan with our own ESV&H action plan. At the launch, Minister Harris announced funding of 1.5 million to support the appointment of Response Managers for Sexual Violence and Harassment (SVH) Prevention. €80,000 to each HEI. There are internal discussions around best employment of this resource. The current manager in place does an amazing job in developing training for staff and students and workshops. Over 3,500 students have participated in Sexual Consent Workshops on City, Tallaght and Blanchardstown Campuses.

    - There are two social media campaigns running for October/November on sexual consent. #UnmuteConsent : aims to mobilise the student community to make a difference by speaking out and *Consent is for Everyone* campaign was created to raise young people's awareness of consent.

    - TU Dublin's anonymous reporting tool, SPEAKOUT continues to provide a safe and confidential platform for staff, students', and visitors to the university to report incidents they may experience or witness.

    - The Student Disciplinary Procedures were codified into one university document and integrated the

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| | procedures relating to the handling of complaints regarding sexual violence.  It is now with the ARPPOC committee of Academic Council for review and recommendation to the Council. Student representatives on the committee were commended. | Noted |
| | o   TU Dublin is partner in the EU-funded project UniSAFE, focused on making universities safe from gender-based violence.  TU Dublin staff and students completed an anonymous survey.  Link to study: https://unisafe-gbv.eu/ | Noted |
| | **Action:** **When available, feedback from the survey will be shared with the committee.** | YG |
| | o   Gender Pay Gap (GPG): A TU Dublin working group is now established. The WG are currently preparing the report on GPG in time for review by UET in mid-December. | Noted |
| | o   Race Equity: Thanks to our students, TU Dublin just completed a highly successful Black History month.  Well done to Brian Jordan, President SU, and his team. | Noted |
| | Following the report there was a detailed discussion and the following were noted: | |
| | It was noted that each university conducts their own Sexual Consent Workshops for students   Feedback shows students are delighted to have the opportunity to attend.  However, the onus of organizing workshops falls on one staff member within TU Dublin.  Taking into consideration that over 3,500 students have already participated, this is clearly not sustainable. Going forward it will be necessary to increase the number of staff involved.  Funding of 1.5 million provided by the minister, although welcomed, is not sufficient. It was suggested that Consent training is rolled out during Induction, however, for logistical reasons this is not always possible, though every effort is made to do so within personnel resource constraints. Nonetheless, the training is scheduled as close thereafter as is possible. | Noted |
| | There was some discussion regarding cultural issues associated with Consent and whether awareness raising amongst international students on what is culturally acceptable in Ireland might be a requirement.  It was noted that Bystander training to support staff on what to do in situations is in its final stages. | Noted |

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| | Important groups to target are Security / Buildings staff and Porters as they are often the first line of response to such incidents. | |
| 14.01/8 | **POLICY:**<br>    I.    *Supporting Staff with Disabilities Policy*:<br>           The Committee noted and reviewed the above Policy. | Noted |
| | The policy reports that the university plans to increase the proportion of staff with a disability to a minimum of 6% by 2025.  This is in line with Governing Strategy and UN Sustainable Development goal 10.  The committee noted there may be a need for an educational process for staff to understand the reasons behind this target-setting. | Noted |
| | The policy will be reviewed after the first anniversary of publication and after that time, once every 3 years.  The committee will take account every time it needs to be reviewed. | Noted |
| | **Action:**<br>**This Committee recommends the policy for approval by Governing Body (GB) noting that the policy will be reviewed after the first year of publication and every 3 years thereafter.** | Recommended |
| | II.    Requirements under the [Web Accessibility Directive](#) came into force on September 23rd 2020.   GC provided a background summary.  It was noted that all public sector bodies including HEI's are required to ensure their websites and mobile apps. are accessible to everyone. The National Monitoring Body, since the beginning of 2021, monitored accessibility on mobile apps and internet sites in universities, TU Dublin included, and discovered 2/3's of public websites are non-compliant. Noting, huge improvements are required | Noted |
| | Selective process for Public Sector bodies:<br>Legislation for Public sector bodies to increase employment of persons with a disability to 6% will be passed by end of 2022.   Information relating to vacancies should be provided in a clear and accessible format and in alternative formats upon request.  Follow link, below, to good practice on not only creating accessible documentation but also on communicating in person, voice, written, signed and digital.<br>[Customers communications toolkit for the Public Service, a Universal Design Approach](#).<br><br>Follow link below to Policy on | Noted |

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| | [Recruitment, Selection and Appointment](#)<br><br>**Action:**<br>**GC will forward a written report on the Web Accessibility Directive for circulation to the committee**. | GC / IG |
| 14.01/9 | **FOR INFORMATION:**<br><br>I.   <u>Call: Horizon – WIDERA–2022-Gender Prize:</u><br>The EU Award for (Academic) Gender Equality (GE) Champions, is an effort by EU to support institutions with GE plans. TU Dublin submitted an application under the Newcomer category with the aim of raising visibility of the university's GE plan.  The EDI office produced a short video to submit with the application. The outcome on whether the application was successful or not is expected in January 2023. | Noted |
| | The following error within the application was highlighted:<br><u>1. Detailed Description – Gender Balance in Leadership and Decision Making, last para. before table 3</u>.<br><u>Sentence beginning</u>: "*Despite the reduction of vacancies at this management level from 168 – 25, the gender balance was slightly improved…*<br><br>The above sentence states that the reduction of vacancies at management level is from 168 – 25, however this figure is inaccurate as it does not take into account that 2 layers of management are conflated in the figure of 168 while the number of schools has actually been reduced marginally to 25. | Noted |
| | **Action:**<br>**The application document will be revised appropriately, though it cannot be resubmitted.** | YG |
| 14.01/10 | **FUTURE MEETINGS / SCHEDULE OF MEETINGS:**<br>I.   <u>Revised schedule of meetings:</u><br>The committee noted and approved the revised schedule of meetings for 2022 - 2023 | Approved: BJ<br>Seconded: MR |
| 14.01/11 | **ANY OTHER BUSINESS:** | |
| 14.01/12 | **NEXT MEETING:**<br><br><u>10am, Wednesday 1<sup>st</sup> March 2023</u><br>(Boardroom - Tallaght Campus / Hybrid meeting)<br><u>Focus for meeting: Athena SWAN</u> | |

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**SIGNATURE (Chairperson)**: Susan O'Shaughnessy

**DATE:** 1st March 2023