

Governing Body Equality, Diversity & Inclusion (EDI) Committee

10am, Monday 1st March, 2023
(Hybrid meeting - in-person / virtual)

Approved Minutes

MEETING: 15 Wednesday, 1st March (10am) Hybrid, in-person / virtual

PRESENT: Susan O'Shaughnessy (SOS) (Chairperson),
Gerald Craddock (GC), Maggie Ryan (MR)
Brian Jordan (BJ), Evelyn Carroll (EC).

APOLOGIES: David Fitzpatrick (DF), Noelle Burke (NB),
Talita Holzer (TH).

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:

- I. EDI GB Agenda
- II. Draft Note EDI GB – 7th November 2022
- III. Memo to HR re Supp. Staff with Disabilities Policy
- IV. Memo to GB re proposed changes to ToR, 8.02.23
- V. Dr Charles Larkin, Chairperson GB re change of GB composition pursuant to the HEA Act 2022
- VI. EDI Report to GB, 1st March 2023
- VII. Organisational design for EDI – PowerPoint presentation
- VIII. HEA Second National Review for Gender Equality
- IX. Schedule of meetings for EDI GB Comm. 2022 - 2023

ITEM	DETAILS	DECISION
15.01/1	APOLOGIES Apologies were noted.	Noted
15.01/2	MEETING AGENDA Approved	approved
15.01/3	DECLARATION OF CONFLICT OF INTEREST There were no declarations of conflict of interest.	
15.01/4	MINUTES: 7 th November 2022	Approved: Proposed: MR Seconded: EC

15.01/5	<p>MATTERS ARISING:</p> <p>I. Revised Terms of Reference (ToR):</p> <p>Proposed changes to the EDIC ToR were approved by the EDI Committee via electronic vote on the 8th February. Governing Body (GB) approved the revised ToR at their meeting on the 22nd February. The changes are as follows:</p> <p>2 – Membership and Chair:</p> <p>a. Change the number of members for EDIC from 10 to 8 and the number of external members to 2, to read as follows:</p> <p><i>2.i) “The EDIC shall consist of up to 10 8 members to include not less than 3 2 external members of Governing Body.”</i></p> <p>b. Include provision whereby the President can appoint a nominee to attend in their place. To read as follows:</p> <p><i>2.ii) “The President is an ex officio member in addition to the members appointed by the Governing Body and may appoint a nominee to attend in their place.”</i></p> <p>c. The EDIC propose a change to the number of independent members from 3 to 2 to read as follows:</p> <p><i>2.v) “The EDIC should have at least 3 2 independent member(s) external to the Governing Body...”</i></p> <p>II. Item 14.01.08 – 1. Policy – Supporting Staff with Disability Policy:</p> <p>Action: The minutes of the last meeting will be amended appropriately to reflect the change in legislation for universities¹ to increase the proportion of staff with a disability to a minimum of 6% by <u>2025</u>.</p>	<p>Noted</p> <p>All of the above were noted</p> <p>IG</p>
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¹ The Assisted Decision-Making (Capacity)(Amendment) Act 2022 in Section 101 amends Section 47 subsection 4 of the Disability Act 2005 as follows: “(c) on and from 1 January 2025, not less than 6 per cent of the persons employed by it are persons with disabilities.”

15.01/6	<p>CORRESPONDENCE:</p> <p>I. Memo to HR re Support Staff with Disabilities Policy</p> <p>II. <i>Memo to GB re proposed changes to ToR, 8.02.23:</i> Action: Clarification will be sought from the President’s Office regarding the President’s nomination to attend EDI GB Committee meetings in his place.</p> <p>III. <i>Dr Charles Larkin, Chairperson GB, re change of GB composition pursuant to the HEA Act 2022:</i> the Committee noted the amendment to section 12 of the HEA Act 2018 in relation to the reduced membership of Governing Bodies for Technological Universities, from a maximum of 22 to 19 members.</p> <p>Tenure of membership for EC is due to expire at the end of this Semester, with the last meeting in June 2023.</p> <p>Action: SOS will seek confirmation from Dr Charles Larkin, Chairperson GB, regarding the end date of membership of EDIC.</p>	<p>Noted</p> <p>Noted</p> <p>SOS</p> <p>Noted</p> <p>noted</p> <p>SOS</p>
15.01/7	<p>EQUALITY, DIVERSITY AND INCLUSION REPORT: YG provided an update on EDI activities across the university and the following were highlighted:</p> <p><u><i>Athena SWAN (AS):</i></u> The university is committed to delivering five priority actions over the period 2022 – 2025. YG summarized all five actions, as outlined in the report. The Committee noted ways in which Athena SWAN is beginning to embed itself across the university, including attention to gender balance on all decision-making committees, progress on streamlining HR supports for maternity leave and return.</p> <p>The success of the School of Mathematical Science in receiving an AS Bronze award has boosted the interest of other schools and Faculties within the university to apply.</p> <p>The Report notes Dr Philip Owende’s, TU Dublin, participation on the Review Group for the HEA Second National Review of Gender Equality in Irish Higher Education (HE), published in December 2022.</p> <p>It was reported that there is a tendency within the wider HE environment to consider EDI as compliance issue rather than as a reform of a wider cultural/institutional mindset. A discussion on this point ensued.</p> <p>It was recommended that YG meet with Joanne Healy, BOI, to discuss the work carried out by Joanne and her team on family</p>	<p>All the above were noted</p>

	<p>friendly policies, and in particular maternity leave.</p> <p><u>Consent and Ending Sexual violence & Harassment (C&ESV&H):</u> Statistics from Speakout show there were a low number of reports made during the period July 2022 – January 2023</p> <p><u>Race Equity:</u> Race Equity continues to be a matter for attention not only in TU Dublin but at National level also. The HEA Race Equality conference will take place in Galway on Monday 20th March. An update on the launch of TU Dublin’s Anti-Racism Placement Resource, was noted. The event took place in January on the Blanchardstown campus and was launched by Dr. Ross Woods, HEA.</p> <p><u>EDI related activities in the university, Dec. 2022 – Feb 2023:</u> The Committee noted the extensive list of EDI related activities that took place within the university from December 2022 – January 2023, outlined in the report.</p> <p>Confirmation was sought as to when the signs for Gender Neutral bathrooms will be installed. It was noted that an order for the signs has been submitted and the signs should be in place before the end of this semester.</p> <p>It was noted there is currently in place a binary gender mandate to ensure the traditionally underrepresented group (females) are there in decision-making areas to the proportion of 40%. It is important that this minimum level of representation remains for this group. Ideally, the majority group, making up 60%, incorporates other underrepresented groups, including non-binary gender representatives. There is no easy or single answer, as issues of intersectionality also play out in this context.</p> <p>Actions:</p> <ol style="list-style-type: none"> I. EC will introduce YG to Joanne Healy. II. Details of the HEA Conference on Race Equality will be circulated to the committee. III. YG will follow-up in relation to the signs for Gender Neutral bathrooms and BJ will be copied in on correspondence. 	<p>Noted</p> <p>All the above were noted.</p> <p>EC</p> <p>IG</p> <p>YG</p>
15.01/8	POLICY, ACCESSIBILITY FOR INTERNATIONAL EXCHANGES:	

	<p>The Committee noted an issue, experienced by an outgoing Erasmus student with severe mobility issues. The host university was not notified in a timely manner of the student's situation. It transpired that the host university could not cater to the student's needs and the student was unable to undertake an Erasmus study mobility as originally intended. This issue highlights the need to audit partner universities to ensure they can accommodate everyone. It also raises a question regarding TU Dublin's capacity to cater for the individual needs of incoming exchange students.</p> <p>Comments from the committee were as follows:</p> <ol style="list-style-type: none"> I. This was a long-standing problem in TU Dublin. In the past students with special needs were required to arrange private accommodation when visiting the Conservatory of Music in Rathmines. Is it time for a re-audit of TU Dublin buildings to ensure the university campuses are all-inclusive? II. It was recommended that advice is sought from TU Dublin's Disabilities Services. III. Significant work around the needs of Erasmus students with disabilities has been carried out by the Association on HE and Disability (AHEAD). A conference relevant to this issue will take place on 22nd March. <p>Actions:</p> <ol style="list-style-type: none"> a. Advice on available supports within the university for Erasmus students with disabilities will be sought from Student Disability Services. b. Details on the AHEAD conference focused on Erasmus students will be sent to irene.gallagher@tudublin.ie and when received, circulated to the committee. 	<p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p> <p style="text-align: right;">SOS</p> <p style="text-align: right;">GC</p> <p style="text-align: right;">IG</p>
15.01/9	<p>ORGANISATIONAL DESIGN (OD) FOR EDI:</p> <p>The Committee noted a PowerPoint presentation on the EDI OD process, recently approved, as follows:</p> <p><i>Slide 4: EDI Design Agreed Structure:</i></p> <p>The structure used for the EDI design is in keeping with existing OD structures.</p> <p>Expressions of interest are currently being advertised for the EDI Senior manager (APO) and the EDI lead (VII) posts.</p> <p><i>Slide 7: Key Interdependencies:</i></p> <p>A summary of key interdependencies was provided and included a proposal for designated EDI officers in schools and services.</p>	<p style="text-align: right;">Noted</p> <p style="text-align: right;">Noted</p>

	<p>The slide notes that the EDI Director and senior management will develop Terms of Reference for a university wide EDI Forum.</p> <p>The EDI team and Employee Engagement Team will work in close partnership to build inclusive work and learning environments.</p> <p><i>Slide 9: By 2028</i></p> <p>The university will be in a mature state in promoting equality, preventing discrimination, and protecting human rights.</p>	<p>Noted</p>
<p>15.01/10</p>	<p>FOR INFORMATION:</p> <p>I. <i>Second HEA National Review for Gender Equality in Higher Education.</i></p> <p>The committee noted the report of the Expert Group, above, published in December 2022.</p> <p>II. <i>Activities for IWD 2023 – Seminar on the impact of care and caring responsibilities in the workplace and learning environment:</i></p> <p>The above seminar, hosted by the EDI Directorate, is scheduled to take place on the 24th March. The seminar will focus on Research and Policy on care in the workplace. Framing speakers will include Orla O’Connor, National Women’s Council of Ireland (NWCi) and Helen Russell, Economic & Social Research Institute (ESRI). Registration is available via Eventbrite, Symposium: Working, Learning & Caring</p>	<p>Noted</p> <p>Noted</p>
<p>15.01/11</p>	<p>FUTURE MEETINGS / SCHEDULE OF MEETINGS:</p> <p>The Chairperson of Governing Body, Dr Charles Larkin, has proposed that future meetings of GB committees should be on-line only.</p> <p>Taking into consideration the views of this committee it was agreed that the next meeting for EDI GB committee will take place on-line with a review for subsequent (May) meetings to follow.</p>	<p>Noted</p>
<p>15.01/12</p>	<p>ANY OTHER BUSINESS:</p> <p>I. The Committee noted that MR will retire at the end of March and this is her last EDI GB meeting. Maggie will be sincerely missed. It was noted that both Justin Mc Carthy and Valerie Bistany retired earlier this year and the Chairperson expressed her appreciation for their valuable contribution to the committee.</p> <p>II. GC updated the committee in relation to new legislation in relation to European Accessibility that aims to have a single market approach to providing technology and</p>	<p>Noted</p> <p>Noted</p>

	<p>accessibility around e-commerce. Legislation will come into force in June 2025 that will harmonise European standards.</p> <p>III. The committee agreed to hold a social event in recognition of the contribution of retired committee members.</p> <p>Action: Details will be circulated asap.</p>	<p>Noted</p> <p>IG</p>
15.01.13	<p>NEXT MEETING:</p> <p style="text-align: center;"><u>Virtual TEAMS meeting</u> <u>2:30pm on Wednesday 19th April</u></p>	<p>Noted</p>

Chairperson signature:

Susan O'Shaughnessy

DATE: 19th April 2023