

Equality, Diversity and Inclusion Board

Minutes of the Second Meeting of the Equality, Diversity and Inclusion Board in the 2022-23 Academic Session, held on Friday 20 January 2023, at 9.30 am, held On-Line via Microsoft Teams

Present:

Rachel Ashton	Interim Director of Student and Academic Services (RA)
Gail Brindley	Director of HR (Co-Chair) (GB)
Andy Frost	Interim Director of GRE (AF)
Jonathan Gascoigne	EDI Manager (JG)
Katherine Leopold	Co-Chair Women's Staff Network (KL)
Simone Murch	Senior EDI Officer (SM)
Ayomide Oluyemi	Co-Chair LGBT+ Staff Community (AO)
Louise Owusu-Kwarteng	Associate Dean for Student Success (FLAS)
Sandhiran Patchay	Chair of BAME Staff Network (SP)
Dave Puplett	Head of Library Services (DP)
Jane Roscoe	DVC - Academic Development (Co-Chair) (JR)

In Attendance:

Charlie Allen	HR Learning & Talent Development Consultant (CA)
Rachel George	Wellbeing Network Co-Chair (RG)
Liz Laurence	Secretary (LL)

Apologies:

Kate Dawson	Chief Executive Greenwich Students Union (KD)
Alice Grayston	Wellbeing Network Co-Chair (AG)
Jenny Marie	Pro Vice-Chancellor Education (JM)

EDIB/22.8 Welcome and Introduction

Members were welcomed to the meeting and it was confirmed that JR would chair the meeting.

EDIB/22.9 Minutes of the Previous Meeting

The minutes of the last meeting were agreed as an accurate record.

EDIB/22.10 Matters Arising from the Previous Minutes

It was confirmed that all actions from the previous meeting had been completed except for the following:

EDIB\22.3 Estate Plans

The Board to be provided with paper outlining the required programme of EDI support.

Action:

LL to remind AB to send the paper for circulation.

EDIB\22.4 Terms of Reference

Understand the involvement of students with the Board – discuss outside the meeting.

Action:

GB\JR to discuss within this meeting and to discuss with KD outside of the meeting.

EDIB/22.11 Meeting Structure

Received:

A verbal report.

Reported:

This item was held over to this meeting to give members more time to discuss the Terms of Reference, make sure they were acceptable to the membership and to provide further comment and discussion.

A discussion was held surrounding the Terms of Reference and the membership of the Board and the main points are summarised as follows:

Explore a way to represent students and student staff;

Require interaction between EDI Board and other Groups which would be interesting for the Board to be part of;

Membership to be kept tight but make sure there is space in the meeting agenda to bring other representatives with specific meaningful purpose in;

Evolve a mechanism to gather relevant topics and the ability to triage their priority;

Starting at the next meeting have a Standing Agenda item where a representative from other Boards or sub/enabling strategies to come to this Board for our expertise or to give updates or share information;

EDI Board members to attend other Board meetings either to report, take issues requiring the Board's expertise/advice or participate as an observer, starting with the Health and Wellbeing Board. Also revisit Staff Network/Community involvement in providing updates;

Terms of Reference to be amended to mention network Chairs\Co-Chairs to enable sharing of attendance

Actions:

JR\GB to talk to KD regarding a proposal for representation and participation with students;

GB\JR to amend Terms of Reference to mention network Chairs\Co-Chairs;

SM\LL to include an item on the agenda for next meeting regarding attendance by a representative from another board\strategy.

EDIB/22.12 Feedback on Staff Network Review

Received:

Paper EDIC22.P02 and presentation of slides.

Reported:

CA and RG attended the meeting on behalf of the Wellbeing Network and CA shared his slides on the networks review and lead the discussion. He explained that the review had been commissioned by HR and was carried out by SUMS and was linked to ambitions in the People Strategy. He explained that the report had been brought to the Board for discussion and thoughts on the report and the presentation would be shared with the Board after the meeting.

Discussion was held surrounding the report and feedback was provided as follows:

The report was well received and the SUMS workshop was considered to be excellent but there was some frustration at the length of time taken to see the report;

Recognition of the work of network Chairs to be built into the Academic Workload Planning;

Recognition of work through the staff awards scheme not just for chairs but for project work by other network members would be helpful;

In respect of time allocated to academic and professional staff fulfilling key roles within the staff networks for following applies: 0.5 of a day per week for Network Chairs or the same time split between Co-Chairs.

Other members e.g., communications officer, secretary, treasurer etc., are actively encouraged to state their involvement in these roles on Horizon Talent in the Skills and Qualifications tile, and to complete these commitments as appraisal objectives to enable time to be made available in working hours to achieve their required tasks, in agreements with their line managers;

The review was considered to be a maturity assessment and a priority was the sustainability of the work;

Administrative support would be welcome;

Membership box needs to be ticked on the Horizon appraisal system and discussions within appraisals needs to be encouraged;

Boundaries and overarching parameters for staff networks need to be clear.

GB confirmed that the report can now be shared with Networks membership.

Action:

CA to share the slides with the Board.

EDIB/22.13 Any other Business

EDIB/22.13.1 GRAP Reviews

KL asked about the timeline for GRAP reviews and the sharing of the timeline.

GB confirmed that a Reward meeting was taking place next week w/c 23 January at which this would be discussed.

EDIB/22.13.2 Appraisal Communications

DP mentioned that communications incorporating EDI into appraisal needed to be clearer and built into the training.

GB said that the network tick box would be added into the appraisal roadshow information to make it more known.

Action:

GB to make sure the appraisal communications mention the network tick box.

EDIB/22.13.3 Adopting Terms of Reference

JR mentioned that the confirmed new membership and amended terms of reference should be signed off at the next meeting.

The meeting ended at 11.20 am

*Secretary: Liz Laurence
Tel: 8982
Email: e.laurence@gre.ac.uk*