



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

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EQUALITY COMMITTEE

Minutes

Meeting 24 May 2018, 11.00am – 1.00pm

Faculty of Arts, Humanities and Social Sciences Conference Room

Present: Acting Chair (Vice-Provost / Chief Academic Officer, Prof C Morash), Dean of Health Sciences (Prof M McCarron), Prof I Arnedillo-Sánchez, Prof M Cuypers, Ms S MacBride, Mr D McClean (SU), Ms K O'Toole-Brennan, Mr C Rashleigh, Secretary / Equality Officer (Ms A Crawford)

In attendance: Prof E Drew, Mr James Cunningham (SU, incoming)

Apologies: Dr S Brennan, Dr S Chandra, Mr K O'Doherty, Ms S Oye (GSU), Mr D Treanor

Eqal/17-18/041 Minutes of the Previous Meeting

The minutes of the meeting of 5 April 2018 were approved without amendment.

Eqal/17-18/042 Action Callover

The Chair listed outstanding actions as of 5 April 2018. Six of the eleven actions were confirmed as completed and two were noted to be not yet applicable. Work is ongoing on the further three actions, and updates were provided in this regard.

A Crawford noted that a representative of the Academic Registry has joined the Equality Monitoring Advisory Group and that it is intended to source all student data directly from SITS for the 2018/19 Annual Equality Monitoring Report.

The Dean of Health Sciences complimented the Library on their recent work for accessibility, particularly in relation to people with intellectual disabilities.

The Chair informed the Committee that the dubium from Board on use of the terms “Fresh” and “Fresher” has been accepted for consideration by the Visitors.

Eqal/17-18/043 Matters Arising

There were no further matters arising.

Eqal/17-18/044 Dignity and Respect Contact Persons

The Chair presented a memo from Mr Ken O’Doherty, Employee Relations Manager, recommending the following four staff members to be appointed to the Dignity and Respect Contact Person panel:

- Jonathan Fitzpatrick, Administrative Officer, Estates and Facilities
- Cathal O’Donnell, Administrative Officer, IT Services
- Lisa Orpen, Senior Executive Officer, FSD
- Martin McAndrew, Postgraduate Support Officer

The Committee approved the appointments. The Committee also agreed that in selecting the next Contact Persons, due consideration must be given to ensuring gender balance and balanced representation of different staff categories on the panel.

Eqal/17-18/045 Equality Communications

Ms Crawford presented a paper with recommendations for improving Equality communications. The recommendations were approved, and members' comments included the following:

- The Equality Committee/Office must be selective in its communications commitments given the Equality Officer's workload
- Collaboration with the Communications Office and staff training (e.g. induction) programmes are welcomed
- Innovative ways of communicating new policies must be sought – many staff and students experience "email fatigue"
- Any communication of personal stories or information must be compliant with data protection requirements
- An information campaign of transparent stickers on bathroom mirrors could be effective; a slogan would be required

The recommendation to create a temporary Equality Trail was discussed in detail and suggestions noted for consideration by the Equality Trail working group, which is to be called soon.

Eqal/17-18/046 Equality Committee Subgroups

The Chair outlined a proposal for each Equality Committee subgroup to provide a workplan to the Committee at its first meeting of 2018/19, and subgroup reports to then be scheduled into subsequent Committee meetings.

The Committee approved this proposal.

ACTION: All Chairs of Subcommittees to draft workplans for consideration by the Vice-Provost in advance of the first Equality Committee meeting of 2018/19

Eqal/17-18/047 Athena SWAN

Prof Drew, Director of the Trinity Centre for Gender Equality and Leadership (TCGEL) provided a verbal update to the Committee on progress with Athena SWAN at School and institutional levels. Key points included:

- The institutional self-assessment team (SAT) will meet monthly (except July) until November (i.e. the renewal application submission date)
- Focus groups are ongoing – one in each Faculty. They will provide qualitative data for the institutional renewal application and a basis for the new gender action plan
- There is considerable interest among Schools in Arts, Humanities and Social Sciences. The School of Histories and Humanities, and the School of Linguistic, Speech and Communication Sciences, have both formed SATs
- A phased approach to School applications is endorsed
- Members support the sharing of materials, e.g. survey templates, between Schools
- Staff who have gained experience in making Athena SWAN applications should be retained where possible
- Trinity aspires to be the first Irish university to achieve a Silver institutional award

The Dean of Health Sciences noted thanks to Prof Drew for her assistance with their Faculty application.

The Chair noted the good progress being made with Athena SWAN, and congratulated all involved, including local champions. He also commented on the importance of Board having visibility of Athena SWAN progress.

ACTION: Prof Drew to provide a report on School and institutional progress with Athena SWAN, with RAG (Red – Amber – Green) analysis of key milestones, for the Executive Officers’ Group on 19 June and Board on 27 June

Eqal/17-18/048 Equality Committee Annual Report

A Crawford informed members that they will soon receive an invitation to complete the annual Committee self-evaluation survey, to inform the Equality Committee Annual Report 2017/18. She encouraged all members to complete the survey.

Eqal/17-18/049 Other Trinity Bodies.

Ms Sinead MacBride noted that the Code of Practice Applying to the Employment of People with Disabilities was approved by the Human Resources Committee on 24 May 2018.

Mr Damien McClean, Welfare Officer of the Students’ Union informed the Committee of various SU initiatives of relevance, including:

- Spaces are being organised for Yes and No campaigners to watch the results of the 36th amendment referendum on 26 May 2018
- Planning for next 5 years of consent training is ongoing in conjunction with College staff. The programme is to be expanded beyond Trinity Hall. A report on this topic is to be presented to Student Life Committee on 30 May 2018
- Various initiatives have been taken to raise awareness of Irish Sign Language and its recognition as an official language in December 2017

Members noted that the ESHTe project by the National Women’s Council of Ireland is ongoing and will provide guidance and resources for universities to deal with sexual harassment among students.

Eqal/17-18/050 Matters for Noting

Minutes of the Age-Friendly Trinity Working Group meeting of 14 May 2018 were noted and approved. The Chair requested that the working group keep the Committee informed of developments in relation to the collaborative proposal from Trinity, DCU and UCD to the Minister of State for Mental Health and Older People.

Minutes of the Gender Identity and Gender Expression Policy Review Working Group meeting of 18 April 2018 were noted and approved.

A memorandum from the Director of Diversity and Inclusion, outlining developments with the ongoing formation of a staff mental health and/or wellbeing policy, was noted.

A one-page guide for Schools applying for an Athena SWAN departmental award, drafted by TCGEL, was noted. Members praised the guide and Prof Drew stated that it will be made widely available in online and other sources.

Eqal/17-18/051 Any Other Business

The Chair thanked departing members Prof Inmaculada Arnédillo-Sanchez, and Prof Martine Cuypers, for their service to the College community by their contributions to the Equality Committee.

Members also thanked A Crawford for her work as Committee Secretary in 2017/18.

END