

**UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

EQUALITY COMMITTEE ANNUAL REPORT 2008-2009

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EQUALITY COMMITTEE ANNUAL REPORT 2008-2009

1. Introduction

This is the Annual Report of the Equality Committee to Board for activities during 2008/2009 academic year. The Equality Officer has produced an Annual Report which is included in the Appendices.

2. Terms of Reference

The full revised Terms of Reference (approved by Board in July 2007 and incorporating any later changes) are included in Appendix 1. The Equality Committee is a Committee of Board with responsibility for advising Board and Council on all equality-related matters.

The duties of the Equality Committee include assisting Board and Council in the development, co-ordination and implementation of equality policies, practices and action plans throughout College.

The Committee operates under delegated authority from the Board, which is ultimately responsible for all matters relating to equality.

3. Membership

The Membership of the Committee is as follows:

Elected Board Member (Chair)
Vice-Provost
1 Dean
Secretary to the College (or nominee)
Academic Secretary (or nominee)
Staff Secretary
Director of the Disability Service
Access Officer
Personnel Officer
Representative of Sexual Harassment and Bullying Contact Persons
Welfare Officer –Students' Union
Representative of the Graduate Students' Union
1 Council nominee
Equality Officer (Secretary)
4 members of staff
 Professor Eileen Drew
 Ms Therese Moloney
 Mr David Quinn
 Dr. Oran Doyle

4 Legislation

The Committee is to advise Board on legal requirements arising from the Universities Act 1997, The Employment Equality Act 1998 and 2004, the Equal Status Act 2000 and 2004, Disability Act 2005 and any other relevant legislation.

The key aspects of the legislation for the College are:

- College is to 'promote gender balance and equality of opportunity among students and employees of the university' as one of its objectives under **The Universities Act 1997**.
- **The Equal Status and Employment Equality Acts** outlaw direct and indirect discrimination, victimisation or harassment on the following 9 grounds: gender, marital status, family status, sexual orientation, religion, age, disability, race or ethnicity and membership of the traveller community.
- These Acts place a responsibility on Trinity as the employer and educational establishment not to discriminate on any of these grounds against staff, students or service users; and to take reasonably practicable steps to prevent discriminatory conduct by its employees.
- The areas covered by the Equal Status Act include the admission, terms and conditions of participation and access of students to any course and facility.
- Employment equality legislation covers advertising, equal pay, access to employment, vocational training and work experience, terms and conditions of employment, and promotions, amongst others.
- The Equal Status Act and Employment Equality Act allow for preferential treatment or the taking of positive measures which are intended to promote equality of opportunity for disadvantaged persons; or cater for the special needs of persons who may require facilities, arrangements, services or assistance. For example training for particular groups of staff, or reasonable accommodations required by staff with disabilities.
- The **Disability Act 2005** requires all public bodies to fulfil a 3% employment target of staff with disabilities, and to monitor and report on the achievement of this target annually.
- The **HEA High Level Group Report (2004)** requests all third level institutions to collect equality monitoring data for students in a standardized fashion across the sector. Additionally there is a recommendation to monitor data regarding staff across the different grounds included in equality legislation.
- Higher level institutions will develop Access Plans as required by the **HEA National Access Office**.

These legal developments have placed an increased responsibility on the College to promote and mainstream equality in all aspects of College activity. Developing base-line data and monitoring the impact of initiatives is a key factor in complying with legislation and following best practice.

5 Meetings

The Committee normally meets once per term, or as often as may be necessary to complete the business before it. The quorum for meetings is 50% plus 1 (10). The Committee may invite any other person to attend any Committee meeting as it may deem suitable. In 2008/2009 the Committee met on the following dates:

20 November 2008

4 March 2009

11 June 2009

6 The Equality Officer

An Equality Officer was appointed in 2006 to advise and assist the Equality Committee. The Equality Officer's role is to promote equality in all areas of College life for both staff and students, covering all 9 grounds of discrimination included in Irish equality legislation. The Equality Officer is secretary to the Equality Committee, and advises the Committee on matters regarding legislation and policy

implementation; as well as liaising with the different individuals and groups involved in equality related matters in College.

The Equality Officer, during the period in question, reported to the Acting Secretary.

For the period Nov 2008-October 2009 the Equality Officer was employed full-time.

The Equality Officer's Annual Report 2008/2009 is included in Appendix 3.

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| 7 Main issues addressed by the Committee in 2008/2009 |
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Disability Act 2005 (Equal/08-09/03,10,23,24,25,32,36,37)

Several aspects relating to the implementation of the Disability Act 2005 were addressed by the Committee over the year, detailed below.

Supporting Staff with Disabilities: Guide for staff and managers

The committee welcomed the launch of the Supporting Staff with Disabilities Guide by Minister of State for the Department of Education and Science, Mr Sean Haughey (December 2008). This Guide outlines the practical steps necessary for managers to implement the Code of Practice, provide reasonable accommodation and support their staff; and is a further step in College supporting the 3 % employment target.

3% employment target census

The Committee supported the implementation of an all-staff disability census in the spirit of the legislation, which was co-ordinated by the Staff Office, the Acting Secretary and the Equality Officer. The Committee discussed the concerns raised by the IUA Equality Group over the validity of the data, particularly concerning the data collection methodology, the voluntary and self-declaratory nature of the exercise, the predicted low response and disclosure rate and the complexities of data storage. The Committee was advised that these concerns had been raised by the IUA Equality Group with the HEA and DES Monitoring committee. The census was implemented across the sector, notwithstanding some continuing concerns regarding data validity, with a deadline extension secured until 31 May. The Committee highlighted the need to tie-in this data collection exercise with practical measures to support staff with disabilities. (The report on the achievement of the 3% employment target was submitted to HEA on 31 May 2009).

Accessible Information Policy

The Committee welcomed the Accessible Information Policy, which builds on the accessible information guidelines developed in 2008. The Accessible Information Policy was expanded to take account of the additional requirements of the Disability Act in a context where information technology and new media are increasingly central to teaching. The policy now includes College web pages, e-Learning and information technology, in addition to print and person to person communication. The Committee noted the communication of this policy to Schools would be developed in coordination with the TIC project. (Approved by Board July 2009).

Accessibility Audit

The Committee was advised of the implementation of a full physical accessibility audit of College buildings and facilities, and the development of an Implementation Plan to address emerging access issues by the Director of the College Disability Service.

Trinity Inclusive Curriculum project

The Committee was advised Phase 1 of the SIF funded Trinity Inclusive Curriculum Project (TIC) had been implemented. TIC aims to embed inclusive principles in the College's mainstream teaching activity and is a response to the growing diversity of the student population in terms of non-traditional students (mature students, students from disadvantaged backgrounds, students with disabilities and international students). The first phase of the project included the collation of student statistics, a review of School practices and student survey. Phase 2 will include the development of a TIC website and online curriculum evaluation tool that will tie-in with the Bologna process curriculum review.

Gender and Promotions (Eqal/08-09/07,34)

The Committee discussed the Gender and Promotions Report prepared by the Equality Officer at the Provost's request to examine the low proportion of women applying for promotion. This report provides an update on the implementation of previous reports prepared by Prof. Wright and Prof. Drew on this topic discussed by the Committee (Eqal/August2002/5, Eqal/April 2003/04, Eqal06-07/19). The report found that women were not applying proportionately for promotion to certain grades in relation to the eligible pool, and a similar imbalance was apparent in recruitment to senior academic positions. The Committee noted the implications of the report in relation to promotion procedures, career guidance, work life balance provisions and cultural change in a male dominated environment. The Committee discussed in depth the recommendation of the report to establish targets for applications to academic promotions and Professorial Chairs, and expressed a concern that progression towards these targets be implemented equitably by all Faculties. The overall target for College is to achieve 25% of women Professors over the coming 5 years, this target is in line with current EU targets; the targets are to encourage applications and will not affect the merit criteria or constitute positive discrimination in any case. It was noted that the achievement of these targets in this time-frame will be affected by the public sector moratorium. The recommendation to implement a mentoring programme across all Faculties was welcomed. The Committee also discussed the need to examine women's career progression in administrative grades given their under-representation at senior level. The Committee suggested that the report and statistics relating to promotion be made available to the College community. The Equality Officer will be submitting an Action Plan for the achievement of the targets to Executive Officers in September.

Access (Eqal/08-09/20,21,35)

College Access Strategy

The Committee was advised of the contents of the College Access Strategy. The Access Officer advised of the achievement of the 15% target outlined in the previous College Strategy, and highlighted the proposed increase in the in-take target for non-traditional students from 15 to 22% (against a 30% HEA recommended target for the sector). The Committee discussed the implications of this target across the three faculties, and the need for each Faculty to take steps to achieve this. The Committee also welcomed the recommendations regarding the establishment of an Academic Liaison Officer in each School, the review of matriculation requirements and development of a certification system for extra-mural courses, amongst others. The Committee was advised of a new student survey system devised by the HEA to collect data on students' social background, which had initially received a low response rate in Trinity, and in the future would be linked to HEA funding.

TAP Alumni Strategy

The Committee welcomed a report on the research recently undertaken out by TAP on student progression and employment. The Committee noted the increase in TAP student numbers, and the grade achievement and employment profile of TAP

students - which compared favourably with the main body of students. The positive feedback from participating students was also welcomed.

Dignity and Respect (Eqal/08-09/18,19,38)

The Committee addressed several aspects of the prevention of bullying and harassment, and the promotion of a positive work and study environment throughout the year, detailed below.

Bullying and Harassment reports

The Contact Persons Panel and the Staff Office presented reports detailing statistics of the bullying and harassment queries and complaints received, and the profile of complainants and alleged harassers (regarding gender, staff and student status). The Committee noted that approximately 50% of cases contained in the Staff Office report were also included in the Contact Persons report, and that due to confidentiality it was difficult to establish an overall estimate of incidence. The Committee noted the improved referral and confidentiality procedures included in the Dignity and Respect policy. The Committee noted the increased awareness of supports amongst staff, and discussed different avenues for increasing student awareness. The issue of protecting staff in dealing with repeat alleged harassers, while maintaining confidentiality and respecting natural justice, was also discussed by the Committee, and it was suggested the Staff Office and Contact Persons develop a mechanism for dealing with such situations.

Dignity and Respect Policy

The Committee welcomed the launch of the Dignity and Respect Policy for staff and students. The booklet, including several amendments and with additional information for witnesses, alleged harassers and managers, was tabled. The Committee was advised of the College-wide communication programme to be implemented by the Staff Office and the Equality Officer including: training for investigators, supervisor training, School meetings, open awareness sessions, tutor training and S2S collaboration.

Contact Person selection

The Committee noted the recruitment of four new Contact Persons, bringing the total number on the Panel to 9. These additions were made using the new Code of Practice for the Appointment of Contact Persons.

Equality Monitoring (Eqal/08-09/33)

The Committee welcomed the Annual Equality Monitoring Report 2008 which was presented by the Equality Officer with the guidance of the Monitoring Advisory Group. The Group was established last year to assist with the preparation of this report. The Committee noted the key findings: gender segregation along traditional employment lines in support staff areas and across different academic disciplines; under-representation of women at senior levels in all areas; a student profile in line with UK averages in terms of gender and international student proportions (56% female, 16% international); the achievement of the 15% target for non-traditional students, and the international profile of applicants for employment (56% EU and Non-EU). The Committee discussed the employment applicant data incorporated by recruitment monitoring. The Committee was advised of issues in data consistency for staff and student data, which the Group would be progressing over the coming year.

IUA Equality and Diversity initiatives (Eqal/08-09/08,26,39)

The Committee discussed several initiatives led by the IUA Equality and Diversity Group over the year, which were supported by the Equality Authority and funded through the European Year of Equal Opportunities Legacy Funding (EU). The projects focussed on challenging stereotypes and staff networks and included: the

Breaking Stereotypes travelling exhibition; Challenging Stereotypes Intervarsity Creative Competition (Feb-May 2009); Establishing a learning network for supporting LGBT staff in universities, and examining staff networks in relation to other grounds. The intervarsity creative competition winning entries are due to be published for the coming academic year. The Committee noted the positive response to the two workshops dealing with staff networks and looked forward to the report publication.

Equality Fund (Eqal/08-09/06,28,41)

The Committee welcomed the variety and increase in applications to the Equality Fund in 2009-2010, from 8 up to 27 applicants from different College departments. The Committee also noted the revised Terms of Reference for the Equality Fund management presented by the Equality Officer. The Equality Sub-Committee selected 13 projects under the themes of 'The Inclusive College Community', 'Dignity and Respect', 'Challenging Stereotypes' and 'Family Focus'. Projects funded and completed successfully include Rainbow Week (LGBT Society), Student Parent talks (Senior Tutor's Office), Women in Science Film Series (WiSER), the Sports Centre Family Day and the Gender and Islam workshops (School of Religions and Theology). Further extensions were sought for the completion of some projects.

Parental Group (Eqal/08-09/09,22,40)

The Committee welcomed the work carried out by the Parental Group to-date in implementing the recommendations included in the Parental Report, including the establishment of a buddy system for parents, the fitting of baby changing facilities on several locations on campus, the organization of workshops on different topics of interest to parents. The Committee noted the success of the group in involving both fathers and mothers actively. The Committee also discussed the remit of the Parental Group and the possibilities for change and growth in its functions, suggesting that further consideration be given to options for development.

LGBT inclusive policy review (Eqal/08-09/13)

The Committee noted the need to include an inclusive policy approach in future reviews of College policies, with particular attention to the impact on LGBT staff. The Committee suggested that the Equality Officer liaise with the Staff Office on this issue.

Awareness Events

The Committee noted the equality awareness events held in 2008-2009 including: Breaking Stereotypes exhibition (January 2009); Challenging Stereotypes Creative competition (Feb-April 2009); Equality Fund events: Rainbow Week etc.; International Women's Week 2009 (March 2009).

APPENDICES

1. Terms of Reference
2. Committee membership 2008-2009
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4. Equality Officer's Annual Report 2008-2009

TRINITY COLLEGE
THE UNIVERSITY OF DUBLIN

Equality Committee

Terms of Reference
Revised 2007

Approved by Equality Committee: 8 March 2007

Approved by Board: 4 July 2007

Amended by Board: 2 April 2008

EQUALITY COMMITTEE

1. Objectives

The Equality Committee is a Committee of Board with responsibility for advising Board and Council on all equality-related matters.

2. Membership of the Committee

2.1 The Committee shall comprise:

- An elected Board member
- Vice-Provost
- Equality Officer
- Secretary to the College (or nominee)
- Academic Secretary (or nominee)
- Staff Secretary
- Disability Service Co-ordinator
- Access Officer
- Personnel Officer
- Representative of Sexual Harassment and Bullying Contact Persons
- Welfare Office – Students' Union
- Representative of Graduate Students' Union
- 1 Council nominee
- 1 Dean
- 4 members of staff
 - Professor Eileen Drew
 - Ms Therese Moloney
 - Mr David Quinn
 - Dr. Oran Doyle

In determining the composition of the Committee at least 30% of the membership should be of each gender and there should be a broad representation of all staff groups in College.

2.2 The Chairperson of the Committee shall be an Elected Board Member.

2.3 Membership of the Committee shall be reviewed regularly by the Chairperson in consultation with the Registrar and changes as required shall be recommended to the Board at that time.

2.4 Membership of the Committee shall normally be for an initial term of three (3) years, with the possibility of an extension of a further three (3) years. The general aim is to change the membership from time to time to ensure an appropriate balance between continuity and fresh perspectives.

2.5 The Equality Officer shall act as secretary to the Committee and be responsible for the preparation and distribution of the agenda, papers, minutes and reports following consultation with the Chairperson of the Committee.

3. Meetings and Quorum

3.1 The Committee will normally hold meetings once per term or as often as is necessary to complete the business before it or to deal with urgent issue that may arise.

3.2 The quorum for meetings shall be 10 (50% of the members plus one).

3.3 The Committee may also invite any or other person to attend any meeting(s) of the Committee, as it may from time to time consider desirable, to assist the Committee in achieving its objectives.

Equality Committee Annual Report 2008-2009

3.4 The draft minutes of the Equality Committee shall be circulated to the Board as soon as possible for noting and/or discussion as necessary. The Chairperson of the Committee shall be available to report orally to the Board on key aspects of the proceedings of the Committee as required.

3.5 In order to aid its operation, the Equality Committee may from time to time arrange for subgroups to consider specialist issues and bring forward recommendations to the Committee.

4. Duties

4.1 Assist Board and Council in the development, co-ordination and implementation of equality policies, practices and action plans throughout College.

4.2 Advise Board and Council on the legislative requirements in relation to equality matters, with particular reference to the Universities Act 1997, the Employment Equality Act 1998, the Equal Status Act 2000 and any other relevant legislation.

4.3 Monitor developments in national and EU policies in relation equality and advise Board and Council on the implications for College.

4.4 Review on an on-going basis the implementation of (a) approved recommendations and actions and (b) equality legislation and report accordingly.

4.5 Review College practices and policies from an equality perspective and where necessary make recommendations on any issues arising in order to promote good practice in these areas.

4.6 Report annually to Board and Council, preferably in Hilary Term, on all equality-related matters and on the results of reviews and monitoring exercises carried out during the year.

5. Authority

5.1 The Committee shall operate under delegated authority from the Board, which is ultimately responsible for all matters relating to equality. The Equality Committee will have devolved authority to decide on behalf of Board to:

- Appointment of Contact Persons in relation to Sexual Harassment and Bullying
- Approving procedures and guidelines for the implementation of Equality-related policies

5.2 The Committee may consider/review any matter falling within its terms of reference, calling on whatever resources and information it considers necessary to do so.

5.3 The Committee is authorised to seek any information it requires from any employee of the College to enable it discharge its responsibilities and shall have made available to it on a timely basis all information requested from any employee in a clear, concise and well organised manner.

5.4 The Equality Committee shall carry out such other functions and take such other decisions as may be delegated to it from time to time by the Board

6. Performance Evaluation

6.1 The Committee shall, at least once a year, review its own performance and its terms of reference and shall report its conclusions and recommend any changes it considers necessary to the Board.

Committee membership 2008-2009

Dr Sinead Ryan (Member of Board) *Chair*
Professor Colm O'Morain (Dean)
Prof. Patrick Prendergast (Vice Provost)
Ms Anne FitzGerald (Acting Secretary)
Mr Declan Treanor (Director of College Disability Service)
Ms Louise Power (Personnel Officer)
Ms Ruth Torode (Representative from the Bullying and Harassment Contact
Persons)
Ms Cliona Hannon (Access Officer)
Ms Clodagh Byrne (Academic Secretary nominee/ Mature Students Officer)
Mr Tony McMahon/Ms Alison Taylor (Staff Secretary/Deputy Staff Secretary)
Council nominee (vacant)
Ms Alex Murphy (GSU Vice-President)
Ms Orlaith Foley (SU Welfare Officer)
Professor Eileen Drew (member of staff)
Mr David Quinn (member of staff)
Ms Therese Moloney (member of staff)
Mr Oran Doyle (member of staff)
Ms Karen Campos McCormack (Equality Officer) *secretary*

Equality Committee Sub-committees/working groups 2008-09

Equality Fund Sub-Committee

Dr Sinead Ryan (Equality Committee, Chair)

Ruth Torode (Equality Committee)

Louise Power (Equality Committee)

Ann-Marie Moore (Treasurer's Office)

Orlaith Foley (SU Welfare Officer)

Karen Campos McCormack (Equality Officer, secretary)

Monitoring Advisory Group

Ms Caroline Roughneen, Director of WiSER

Dr Andrew Loxley, Education / Dr Eoin O'Sullivan, School of Social Work and Social Policy

Ms Patricia Daly, Staff Office

Ms Clodagh Byrne, Mature Students' Officer, Senior Lecturer's Area

Ms Lisa Coady, TAP

Ms Karen Campos, Equality Officer (secretary)

Parental Group

Angus Bell

Chuck Rashleigh

Cora Mullins

David Quinn

Jane Flanagan

Jessie Kurtz

Karen Campos

Linda Biesty

Louise Power

Mick Reilly

Nicola Boutall

Ray Keaveny

Sally Ann Fisher

UNIVERSITY OF DUBLIN
TRINITY COLLEGE

**EQUALITY OFFICER
ANNUAL REPORT 2008-2009**

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1 Introduction

The Equality Officer reports annually to the Equality Committee and to Board on her activities for each academic year. The position of Equality Officer has been in place since October 2006*.

The Equality Officer advises the Equality Committee and Board on compliance with Equality legislation (Equal Status Acts 2000-2004, Employment Equality Acts 1998-2004, Disability Act 2005 and Universities Act 1997); assists in the development of College policies and practices from an equality perspective and implements education and awareness programmes for staff and students. The Equality Officer's aim is to promote equality for staff and students, in all areas of College life, with particular regard to the nine grounds of discrimination in equality legislation. The Equality Officer also aims to support College in achieving its objectives for inclusiveness, diversity and dignity and respect outlined in the College Strategic Plan.

The Equality Officer is the designated Secretary to the Equality Committee as set out in the Committee's Terms of Reference. The Equality Officer provides advice on equality issues to staff and students.

Equality Plan 2007-2009

The main areas of activity of the Equality Officer are, as outlined in the 2007-2009 Equality Plan:

- Policy development and legal compliance
- Equality programmes
- Dissemination and communication
- Liaison and coordination

Further information: Details of activities can also be found on the Equality Office website www.tcd.ie/equality.

2 Review of 2008-2009 activities

Highlights 2008-2009

- Gender and Promotions Report
- Disability 3 % census
- Equality Fund management
- Challenging Stereotypes
- Dignity and Respect

Policy development and legal compliance

Gender and Promotions Report

The Equality Officer completed the Gender and Promotions Report at the request of the Provost to examine the reasons for the low number of women applying for promotion in certain academic grades. The Report

provides a review of previous reports carried out in College on the subject of women's career progress and of best practice models, and includes consultation with relevant parties, a discussion group and e-mail consultation. The report identifies the key barriers to women's career progression in College, outlining the discouraging effect of a male-dominated environment. The report provides recommendations regarding the establishment of gender targets, the promotion of work life balance at School level, and the introduction of mentoring programmes across the three faculties. The report was submitted to Executive Officers, where the proposed targets were adopted (EO/08-09/116), and the Equality Committee. The Equality Officer is preparing an Action Plan for the achievement of the above mentioned targets to be submitted to Executive Officers.

Equality monitoring

The Equality Officer worked with the newly established Monitoring Advisory Group to prepare the Annual Equality Monitoring Report 2008. The report provides base-line statistics for staff and students in relation to different equality grounds such as gender, age, nationality and disability. This year's report included recruitment monitoring data, which indicated the international profile of applicants to employment in College. The report highlighted issues around data consistency in sources and categories in different College reports. The report was submitted to the Equality Committee, Board and Council. The Equality Officer will continue to work with the Monitoring Advisory group and relevant College departments in ongoing data development for future reports.

Disability

- **3% staff disability census**

A full staff census was completed in April-May 2009 in order to report on the achievement of the 3% employment target to the Department of Education and Science Monitoring Committee. Disability status data for staff employed in December 2008 was collected by means of an online and paper survey. In total 1094 responses were received (30% response rate), and 84 staff declared a disability (7.7% respondents or 2.4% of all staff). The Equality Officer is liaising with the Staff Office Business analyst to develop ongoing data collection systems and ensure best practice in sensitive data management is adhered to.

- **Supporting Staff with Disabilities: Guide for staff and managers.** This guide was launched in December 2008 by Minister of State at the Department of Enterprise, Trade, and Employment, Sean Haughey. The guide was developed in collaboration with the Staff Office and Disability Service as an additional resource to assist staff, and managers in particular, in implementing the Code of Practice and facilitating the provision of reasonable accommodation for staff.

Equality Programmes **Equality Fund 2008-09**

The Equality Fund is made available to staff and student applications on a competitive basis for a variety of equality projects within College. The Equality Fund aims to facilitate equality initiatives and to promote and celebrate diversity in all College areas. The sum of €10,000 was approved by Board and made available annually for this Fund. The Fund is managed by a sub-committee of the Equality Committee, to which the Equality Officer is secretary. There was a significant increase in applications to the Fund, up to 27 in total from different departments.

The Equality Fund sub-committee selected 13 projects for 2008-09 under the themes of challenging stereotypes, the inclusive college community, family focus and dignity and respect.

The following projects have been completed to date:

- Staff Family Open Day. College Sports Centre.
- Towards Equality for Student Parents. Senior Tutor's Office.
- Supporting Staff with Disabilities. College Disability Service.
- The Diversity Challenge Workshop. Staff Office.
- Discovering women in science: series of film. WiSER.
- Rainbow Week. LGBT Society.
- Workshop series on Islam and Gender. School of Religion and Theology.
- May Day Anti-racism integrated workplace training. Library/Supervisor.
- ASProject. School of Psychology.

For further details see www.tcd.ie/equality/projects/equalityfund.php

Staff networks

The Equality Officer has worked on several projects over the year related to the establishment of staff networks and other measures to support particular groups of staff.

- The Equality Officer has participated in the IUA Equality Group initiative to establish a learning network to support LGBT staff. A follow-on workshop was held in Trinity in May to apply this learning and examine the function of staff networks in relation to other grounds such as gender, parenting, disability, return to work or pre-retirement groups. The report for these facilitated workshops is due for publication in late 2009.
- The Equality Officer has explored the establishment of a staff disability network in College, following on the recommendations of the disability review consultation, as an additional peer resource to support staff with disabilities in College.

Dissemination and Awareness

Dignity and Respect Policy communication

The Dignity and Respect Policy was formally launched in 2009. The Equality Officer has been working closely with the Staff Office in delivering awareness sessions and training to different departments, and in the Contact Person selection process. In addition the Equality Officer has implemented the distribution of 5,000 Dignity and Respect bookmarks at

student registration, in the Library and other student service areas. The Equality Officer continues to collaborate with the Senior Tutor and Student Counselling service in raising awareness of the supports and options available to students in situations of bullying.

Stereotypes

- **Challenging stereotypes creative competition**
The Equality Officer coordinated the College Challenging Stereotypes creative competition, which included visual, text and photographic entries from staff and students. The prize award reception took place in the Provost's house and finalists entered the intervarsity competition.
- **Breaking stereotypes exhibition** This travelling exhibition contained poster images from and design students across Europe as part of an EU initiative on combating stereotypes. The exhibition was facilitated by the Equality Authority.

International Women's Week 2009 (March 2009)

This year the celebrations for International Women's Day were extended over a week period and involved a number of College departments including: WISER, the Science Gallery, the Careers Advisory Service, CAPSL, Drama Music and Media Technologies, the Mature Students Society, TAP, the College Art Curator and the School of Religions and Theology.

Equality Officer's website www.tcd.ie/equality (ongoing).

For further information see

http://www.tcd.ie/equality/news_events/past_events.php

Other activities

IUA Equality and Diversity Group

The IUA Equality and Diversity Group, which comprises Equality Officers from the universities in Ireland, met 6 times in 2008-2009 and continued to share best practice and to build on collaborative projects. In 2008-2009 the Group secured €15,000 from the European Year of Equal Opportunity For All Legacy Funding (administered by the Equality Authority) for two projects. An intervarsity creative competition was held and two workshops were held examining the role of staff networks. The Group will be publishing awareness materials and a report on the workshops.

Equality Queries and Information:

The Equality Officer provides information to staff and students on equality legislation and College policies, but does not carry out investigations.

The Equality Officer has developed a query/complaint protocol to ensure appropriate information and supports are communicated to staff and students and confidentiality and good practice are adhered to.

In 2008-2009 the Equality Officer received queries in relation to student publications and dignity and respect, access to College events by members of the public, measures to support staff with disabilities and available equality data, amongst others.

Pensions: The Equality Officer received queries regarding the age limit on spouse benefits in the Master Pension scheme and pension entitlements for LGB staff raised by members of staff. The potentially negative/discriminatory impact of this age provision on pension beneficiaries on the basis of age and sexual orientation or marital status were brought to the Equality Officer's attention. The absence of provisions for same-sex marriage or partnership recognition in Ireland –until the enactment of the Civil Partnership Bill - underpins this issue. These concerns were raised by the Equality Officer with the Pensions Section and are now being considered by the Pension Scheme Trustees having been previously considered by them in 2007.

4 Finances

The Equality Officer was provided with an initial non-pay budget of € 12,565 for the duration of the contract; in 2007 an additional €10,000 were allocated to the annual non-pay budget.

The annual €10,000 Equality Fund is incorporated to the Equality Office account, its allocation and management is supervised by the Equality Committee.

Equality Fund 2008-2009: Revised allocation as of 30 September: €8,277 (6,820 paid; €1,457 pending). Detailed review of projects funded and expenditure submitted to the Equality Committee. Expected Equality Fund funding available for allocation for 2009-2010: € 16,000.

Non-pay expenses

Non-pay costs and expenses from 1 October 2008 to 30 September 2009 (Period 1 to 12. exc. Equality Fund): € 5,250

(printing and stationary, books and journals, telephone costs, research expenses, duplicating and copying, travel and subsistence, computer equipment, staff training costs, hospitality and entertainment, miscellaneous).

| Equality Office account 2008-2009 | | € Total |
|---|----------------------------|----------|
| Equality Fund 2008-2009 (30 Sep 09) | | |
| | Initial allocation | €13,150 |
| | Revised allocation | €8,277 |
| | Paid | € 6,820 |
| | Pending payment | €1,457 |
| | Balance forward 30 Sep 09 | € 18,180 |
| Equality Office Account (Period 1 to 12. exc. Equality Fund) | | |
| | Non-pay costs and expenses | € 5,250 |

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| Balance forward as of 30 September 09 | | |
| | Non-pay balance forward | € 6,011 |
| | Floating grant | € 5,000 |
| | Salary balance forward | € 6,515. |
| | Savings (pending withdrawal) | € 10,000 |
| Balance as of 30 Sep 09 including Equality Fund | | € 45,706 |

5 Service Plan for 2009-2010

In addition to ensuring compliance with relevant legislation and best practice and promoting equality for both staff and students, with particular regard to the nine grounds of discrimination, the Equality Officer contributes to the achievement of the College's Strategic Plan by providing guidance and support in the achievement of an inclusive College and an increasingly diverse student and staff body.

The Equality Officer's work supports the value of the "The inclusivity of our community that offers equality of access and opportunity to all, seeking out and recognizing talent wherever it exists" (Strategic Plan 2009-2014). The Equality Officer's action plan for the coming year will enable actions in section 2, which envisages further diversification of the student body through increased internationalisation and greater participation by groups who are currently under-represented; section 4 which outlines the aims of service provision for a more diversified student body; will support the vision to create and maintain a vibrant and diverse College community outlined in section 6, enabling staff in developing their full potential. A more detailed action plan in support of the College Strategic Plan is currently being prepared by the Equality Officer as part of the Secretary's Office Annual Report.

Key areas of activity for 2009-2010.

A. Policy Development and Legal Compliance

- Annual Equality Monitoring Report and recruitment monitoring. Ongoing data development work with the Monitoring Advisory Group and in collaboration with the Staff Office and relevant areas (implementing HEA High Level Group Report recommendations on data collection).
- Implementation of Disability Act 2005 in collaboration with DS and SO: 3% target reporting requirements; Supporting staff with disabilities policy implementation.
- Policy review: Access and Equality Policy review update with legislation (Equality Act 2004); facilitate streamlining of equal opportunity and recruitment policies; strengthen Equal Status provisions, and preparation for Civil Partnership Bill (in collaboration with the Staff Office and other relevant areas).
- Provide advice to staff and students on equality legislation and college policies and resources.

B. Equality Programmes

- Equality Fund administration and communication.
- Gender and promotions Action Plan implementation/reporting. Support development of equality competence and mainstreaming.
- Equality and diversity training: facilitate integration of equality in existing programmes; provide specific training on cross-cultural communication; dignity and respect training; Equality Innovation Fund application for 'Diversity Safe' training programme (pending funding).
- Develop resources to facilitate equality mainstreaming in College activities.

C. Dissemination and communication

- Equality and diversity awareness events: Positive Ageing Week, International Women's Week, Work-Life Balance Day etc.
- Dignity and Respect communication programme in collaboration with the Staff Office (Tutor training; Peer Support etc.)

D. Other activities

- Secretary to Equality Committee functions
- Secretary to the Equality Fund Sub-Committee and secretary to the Monitoring Advisory Group. Member of the Mental Health Advisory Group and Parental Group.
- IUA initiatives: continue to work closely with IUA Group on developing best practice, implementing the Staff Networks report recommendations and exploring funding opportunities.
- Application to 02 Ability Awards.