

University Management Team
Student Equality, Diversity and Inclusion Forum
Chair's Minutes of the fourth meeting held on 19 January
2022

M02/21 Minutes of the previous meeting

The minutes of the previous meeting held on 3 November 2021 were confirmed as a true and accurate record.

M03/22 Matters arising (not elsewhere on the agenda)

The forum confirmed that all actions had been addressed or were in hand or addressed elsewhere on the agenda. In particular the following was noted: -

54.1/21 It was confirmed that the Director of Enterprise & Employability had met with the Research Team and generated ideas of how academics would be able to input into the development of mentoring opportunities. The Chair noted that this links to the Black Student advocates which is going forward with the SU and supported by LLS.

54.1/21 It was confirmed that the Chair had discussed with the Executive Director HR, Marketing & International Relations, about applying for the Race Equality Charter Mark. It was agreed that the additional staff resources would be required to support this activity, thus, an application would be submitted to UMT, for a new role in EDI to support this work.

M55.3 /21 It was confirmed that details of the students being charged for office printing had been passed on to Head of Facilities and Accommodation Services, and the matter had now been resolved satisfactorily.

M55.3 /21 The Vice President Education (VPE) confirmed that the Development Hub access issues were being investigated further, and an update would be provided at the next meeting. **Action:** VPE to provide an update on the Development Hub access issues, **by 31 January 2022**

M57.4 It was confirmed that the Security & Community Safety Manager (SCSM) had liaised with the Vice President Welfare and Activities (VPWA) on violence against women projects. It was noted that SU would be

supporting the cascading of information on the personal safety sessions that are taking place.

M04/22 Chairs Matters

04.1 Distribution and Publication of forum minutes

It was explained that a freedom of information request had been made which demonstrated that the information from the forum was less accessible than had previously been considered. It was agreed that the CO in liaison with the Chair and the Records Manager (RM) would identify a process for the preparation and publication of the forum minutes on the University public website. **Action:** CO in liaison with the Chair and the RM to identify a process for the preparation and publication of the Forum minutes, **by 30 March 2022**

04.2 Update on Student EDI Action Plan

The Chair confirmed that this was a follow-up action from the Internal Audit into the EDI processes of the University, which identified that the Student EDI Action Plan should be published on the web. The Director of Enterprise & Employability (DoEE) had drafted an agreed text from the action plan, which has specific focus on Race over the year, 21-22, and with particular emphasis on the following:

- a) augmenting the voices of black students and staff
- b) narrowing the awarding gap
- c) staff development
- d) Learning & Teaching Innovation projects

The aim was to have a focussed plan with the intention of making a real difference. The Chair noted that in the recent data the University appears to have made a 5% improvement in the awarding gap, between GEM and White students, with a reduction from 21% to 16%. It was agreed that the Committee Officer (CO) would share link to the Student EDI Action Plan with members, when it is made available. **Action:** CO to share link to the Student EDI Action Plan with members, **by 24 January 2022**

M05/22

M05/22 Student Matters and Student Voice Update from Students' Union –SU Representatives

05.1 The Vice President Education (VPE) confirmed that the Student president is no longer in post and that those responsibilities had now fallen under her remit. The Chair noted that the Board of Governor's considered that a briefing be given to candidates who are standing for SU Office, and this would be taken forward by the SU in future. In terms of EDI updates there are two projects to be highlighted. The first is the Cultural Working Group, which was suggested in one of the Student Council meetings. The aim of this group would be to encourage and

increase cross cultural collaborations, and the SU's understanding of the international student perspective, their preconceptions, and interests. This would lead to a better informed SU Strategy and help develop a mutually beneficial relationship between the SU and International students. It was suggested that this project include Students for whom English is a second language. The VPE confirmed that the SU would be working closely with the International Students' Officer, who is well acquainted with, and understands the position of students where English is an additional language. The second project of note is the Black Student Ambassadors scheme that is currently under development.

M06/22 Access and Participation Plan (APP) 20/21

To receive an update on the conditions set on our APP by OfS

6.1 The DoEE was unavailable to attend and the Head of HE Schools Engagement (HHESE) kindly provided an update on Access and Participation Plan as follows:-

- a) A variation to the APP was submitted to OFS in December 2021, with proposed changes to:
 - i. the financial support package
 - ii. the focus of the objective in relation to the award gap between GEM (BAME) and White students is to be changed to comparing the award gap between Black and White students. The OFS would provide feedback in future, but it was considered this may be a long process.
- b) A new director has been appointed for the Office for Fair Access (OFFA)
- c) The monitoring return of the APP would normally be due in January, but this has been suspended. The Team are waiting for consultation on the new approach to be taken for APP, including reduced bureaucracy, content, and a focus on graduate outcomes of courses to help students from disadvantaged backgrounds be more successful.
- d) The Team consider the plans sent out by the Secretary of Education align with current APP approach and activities, specifically graduate outcomes, and the identification of successful courses in relation to the cohort that they attract. Therefore, it was considered the changes would have minimal impact on the University in terms of how the APP is set-up.
- e) Subject Lead meetings have been undertaken to review the progress of APP outputs. This has identified a number of good practices, and led to a request for colleagues to produce case studies to be published on the best practice hub, to provide support for other academics.

f) BIMi data for the APP Theory of Change output metrics would be available shortly. These would be useful and have an impact on a number of areas as follows:-

- i. learning development
- ii. tutorials
- iii. employability
- iv. award success
- v. student submission
- vi. students securing grades C and B at levels Four and Five
- vii. the use of 'learn'

The Vice President Post Graduate Research VPPGR enquired if the changes to the APP would impact the officer roles, given that some were funded by the APP. The VPE noted that the Student Council had voted to change some of the SU by-laws, and that next year there would be changed portfolios for the elected full- time officer roles. The new roles would be President (Education); President (Welfare) and Vice President (Activities). There would not be a Vice President Post Graduate Research role next year. It was noted that the funding that would be provided from the APP to the SU would be split across other APP activities. The HHESE anticipated that the current APP funding would be used as seen fit by the SU as long as it makes the impacts that have been assigned to it. The VPE also confirmed that the APP funding would support the Black Student Advocates Scheme. It was agreed that the VPE would confirm this with the DoEE. **Action : VPE to confirm APP funding arrangements for SU with the DoEE, by 31 January 2022**

M07/22 Staff Networks

To receive a verbal update from network representatives

7.1 Disability network

No update.

7.2 GEM network

The Network representative noted that a review of members needs was undertaken last year which revealed the areas of interests as follows:

- a) provision of a safe space for discussions
- b) focus on research and how to apply that research to make changes
- c) staff training, including training for GEM members or training of all staff

d) outreach work, particularly in the community, building on the momentum for hosting the Award Ceremony last October
The Network would be working on these four areas over the coming months.

7.3 LGBT+ network

The Co-Chairs of the Network are undertaking a refresh of membership. A meeting is scheduled to develop activities for the UK LGBT+ History month. In addition, work has been undertaken on inclusive student experiences. The Network representative has been working with the Head of Academic Practice (Staff Development) to deliver a Can-Do workshop around an inclusive learning experience for LGBT+ students.

7.4 Women's network

The December networking event was, unfortunately, cancelled but has been rearranged to coincide with International Women's Day on 8 March 2022. Further publicity to follow. The focus for the new year would be more social events, rather than focussed meetings, and use the sub-groups to progress the work on: -

- a) progression and development for both Staff and Students
- b) development of career opportunities
- c) menopause support
- d) the gender pay gap

In addition, a focus is to support and promote the personal safety training related to the Suzy Lamplugh Trust.

M08/22 Internal diversity information Student Achievement Data Report 2020-21

8.1 The Forum received paper ([annex 01/22](#)) the Student Achievement Data Report 2020-21. The BIMi Officer noted that this data was impacted by both Covid and the subsequent emergency regulations. A number of points in relation to Equality and Diversity gaps were highlighted as follows: -

- a) for Single Honours overall UoN pass rate was 92%
- b) a good degree rate of 77% which was 2% above the upper threshold for Single Honours (it was noted that the upper threshold was designed to help monitor grading inflation)
- c) the report details those EDI areas that have a difference of greater than 10%
- d) it was noted that good degree performance between GEM (BAME) and White students was different for both Single and Joint Honours

- e) for Single Honours White Students good degree performance was 83% compared to GEM (BAME) student degree performance was 67%, which shows a 5% reduction from the previous year
- f) the report also highlights good degree performance of Females (83%) compared to Males (61%), which is a 21% difference and similar to previous years

The BIMI Officer confirmed that current achievement data was available and if required a request should be made to BIMI. The Chair considered if the time has now come to replace BAME for internal reports. Members considered that GEM was an appropriate replacement. The BIMI Officer noted that this would be a simple change if the definition remained the same. It was agreed that the BIMI Officer would confirm this change with the Head of Planning (BIMI). **Action:** the BIMI Officer to confirm the change in terminology with the Head of Planning (BIMI), **by 31 January 2022**

Student Progression Data Report 2020-21

08.2 The Forum received paper ([annex 02/22](#)) the Student Progression Data Report 2020-21. The BIMI Officer noted that this data was impacted by Covid and the emergency regulations, hence the high incidence of red indicators showing that a number of thresholds have not been met. A number of points in relation to Equality and Diversity gaps were highlighted as follows: -

- a) for the University as a whole the progression from Level Four to Level Five for Single Honours (71%), continuation (79%), and withdrawals (12%). The Chair noted that this was quite concerning report
- b) the report details those EDI areas that have a difference of greater than 10%
- c) the report highlights the performance of Females compared to Males for progression from year one to year two for Foundation, Joint Honours and other UG programmes, with overall Females having a higher progression rate than Males. The Chair asked if there was a correlation between being male and young, and female and mature, so that gender and age in combination is generating a better performance but, the Officer confirmed that this analysis had not been undertaken. It was agreed that the BIMI officer would investigate the production of data for the combinations of male and young, and female and mature
- d) the report also highlights the performance of GEM (BAME) Students compared to White students for progression from year one to year two for Foundation, Joint Honours and other UG programmes, which are below threshold

- e) further analysis is provided for White, Black, Asian, and Other categories which are also largely below threshold

An Observer asked how the faculties would address the findings of the reports. The Chair agreed that this information should be considered by faculties, but noted the responsibilities for addressing these issues needs to be balanced between programme teams, Faculties, and the University. With respect to retention, given that the issue seems so profound, this needs to be addressed at an Institutional level. The HHESE noted that the Career Development Consultants offering to Subject Areas is a run through of the functionality of Qlikview to understand what data is available. It was confirmed that the data is available at programme level.

Action:

BIMI officer to investigate the production of data for the combinations of male and young, and female and mature, **by 30 March 2022**

M09/22 Update of meetings relevant to EDI

Update on Disability Coordinators meetings

9.1 The Additional Needs Manager was unavailable to attend, and confirmed that there were no updates, and the next Disability Coordinators meeting is scheduled for end of January 2022. This would be reported at the next meeting of the forum.

Staff Equality & Inclusion Forum

9.2 It was noted that the Staff forum would next meet on Monday 28 February 2022. This would be reported at the next meeting of the forum.

M10/22 Matters referred to or from UMT:

10.1 The Chair noted that UMT has agreed to make the pledge to International Holocaust Remembrance Association. This is a pledge to the commitment to reject Anti-Semitism. It was noted that this followed a discussion regarding the appropriateness of the University signing-up to specific pledge, given that there is an overarching framework for EDI. It was considered that this may be divisive to make these pledges because some groups may not be indicated, and this may be interpreted as if they were being excluded, which would be problematic. On balance UMT agreed to having a statement on the public website which reflects the overall commitment to EDI, and list underneath the statement a number of specific pledges to marginalised groups, such as the pledge to Care-experience and Estranged Students, and the Gypsies, Travellers, Roma, Showmen and Boaters into Higher Education Pledge. It was suggested that this public web page would be the ideal location for the Forum

minutes and include a link to the student EDI Action Plan. The Chair and members agreed.

10.2 There were no matters referred from UMT.

M11/22 Any Other Business

It was noted that the ID and SEG seminar: Developing Decolonial Praxis has been rearranged to today and would begin at 4.30 pm .

M12/22 Availability of papers

All of the papers were declared as open.

M13/22 Dates of Meetings for 2021/22

All meetings are on Wednesday at 10 am to 11.30 am, unless indicated otherwise, as follows:-

- 30 March 2022
- 22 June 2022 (2.00pm to 3.30pm)

In addition, the dates of Events for 2021/22 are as follows: -

- Race and Student Disciplinary Action Wednesday 1 February 2021 - 11.30am to 12.30pm
- Student EDI data with the Business Intelligence and Management Information (BIMI) team Wednesday 19 January 2022 - 11.30am to 12.30pm
- DELTA Update Wednesday 30 March 2022 - 11.30am to 12.30pm
- Student Characteristics – disability Wednesday 22 June 2022 - 3.30pm to 4.30pm

M14/22 Reserved Business

There was no reserved business to report.

Confirmed Minutes: 7 February 2022

Student Equality Diversity and Inclusion Forum - Action list from the meeting held on 19 January 2022

Reference	Person(s) responsible	Action (or Title of Policy for Dissemination)	Date	Update on outcomes
M03/22 : M55.3 /21	Vice President Education (VPE)	to provide an update on the Development Hub access issues	31 January 2022	Completed Agreed for agenda item regarding Development Hub access issues would be brought to a future meeting
M04/22	Committee Officer (CO)	in liaison with the Chair and the RM to identify a process for the preparation and publication of the Forum minutes	30 March 2022	Head of HE Schools Engagement is working with Digital Services, and Claire to arrange for the Equality, Diversity, and Inclusion page to have links to the forum minutes, and details of the University's commitments/pledges. CO has discussed the GDPR issues Records Manager, the relevant Adobe software to ensure compliance with the legislation would be installed and the site will be operational mid-April 2022.
M04/22	CO	to share link to the Student EDI Action Plan with members	24 January 2022	Completed 09/02/2022
M06/22	VPE	to confirm APP funding arrangements for SU with the DoEE	31 January 2022	Ongoing
M08.1/22	BIMI Officer	to confirm the change in terminology with the Head of Planning (BIMI)	31 January 2022	Completed 22/03/2022 Change of terminology has been agreed with imminent implementation, but this will take some time to feed through to all reports.
M08.2/22	BIMI Officer	to investigate the production of data for the combinations of male and young, and female and mature	30 March 2022	Completed 22/03/2022 See agenda for performance analysis by gender and age.