

## **EQUALITY GROUP MEETING – Wednesday 30<sup>th</sup> August 2017**

### **PRESENT:**

Stewart McKillop, Principal (Chair)  
Lisa Beresford, Head of Human Resources  
Myra Sisi, Associate Principal  
Karen Phillips, Curriculum Manager  
Julie McKenzie, Student President  
Rose Harkness, Head of Student Services  
Lynda McBain, Curriculum Manager  
Michael McGhee, Construction Lecturer  
Elaine Ballantyne, Equality Officer (minutes)

**1. APOLOGIES** - Lucy Flynn, International & Marketing Officer and Elaine Hamilton, Curriculum Manager.

### **2. MINUTES FROM PREVIOUS MEETING & ACTIONS CARRIED FORWARD (C/F)**

#### **New Members of Group**

- SMcK welcomed MM and JM to the group.

#### **Chaplaincy Service – Update: RH**

- Chaplaincy Service are taking part in the Freshers Event 11-15 September.
- They will also promote the service by hosting an information stand once again in the Refectory.

#### **Period Poverty – Update: RH**

- Monica Lennon, Labour backbench MSP, recently launched a members' bill consultation, proposing a universal provision scheme for sanitary products. [www.holyrood.com](http://www.holyrood.com)
- The proposal includes free sanitary products to be provided in schools, colleges and universities.
- RH was invited along to share good practice from South Lanarkshire College.
- EIS are increasingly interested in the impact of period poverty on education.

#### **Toilet door campaign – Update: EB**

- The new academic year began with the C Card Scheme:  
[www.lanarkshiresexualhealth.org/c-card-scheme/](http://www.lanarkshiresexualhealth.org/c-card-scheme/)
- The campaign for September is: [www.hatecrimescotland.org](http://www.hatecrimescotland.org)

### **Providing Information in Alternative Accessible Formats (C/F) – Update: EB**

- Having alternative language versions of College information, including the enrolment form and student questionnaire, continues to be investigated.
- EB and EH have a meeting arranged with Happy to Translate who specialise in translation information. [www.happytotranslate.com](http://www.happytotranslate.com)

**Action: EH and EB will report back to group at the next meeting**

### **Gender Inclusive Images – Update: SMcK**

- LF has worked with faculties and departments to ensure College imagery is inclusive.
- Lots of new non typical gender posters are now on display throughout the College.

### **Learning Support Area (C/F)**

- Room 102 was on the summer list for an upgrade to include a designated accessible reception with a seating area, increasing access to Learning Support information.

**Action: EH will provide an update at the next meeting**

### **Pride Glasgow Parade – Saturday 19<sup>th</sup> August - Update: SMcK**

- SLC once again took part in the Pride Parade – in the rain - showing support for LGBTI equality.

### **Gender Neutral Toilets (C/F) – Update: EB**

- It had been agreed at the last meeting that suitable imagery for Gender Neutral toilets would be a toilet image with the words ‘all gender toilet’. However, a recent ‘Dementia Friendly Audit’ of the College by Alzheimer’s Scotland, highlighted the importance of using people symbols on signs.

**Action: EB will consult LGBTI Youth Scotland and Scottish Transgender Alliance**

<https://www.lgbtyouth.org.uk/>, <http://www.scottishtrans.org/>

### **3. Staff Development - Update: LB**

- Staff Development day in June focused mainly on faculty specific activities.
- Online unconscious bias training ran parallel, receiving 100% positive feedback. This training will continue to form part of the programme.
- EB and Fiona MacCormick (Human Resources Officer) attended a recent Gender Equality Conference (Equate) and feedback was positive.
- All Staff Conference on Wednesday 9<sup>th</sup> August had a strong focus on mental health with a workshop on understanding people’s differences.

- The focus on equality and mental health will continue during staff development days and events.
- LB has been in touch with Who Care's? Scotland with a view to providing a session on Care Experienced people and the Children's panel.
- Next staff development days are 18<sup>th</sup> & 19<sup>th</sup> December and the next event is Health & Wellbeing – 24<sup>th</sup> to 27<sup>th</sup> October.
- LB asked the group to consider what equality focused sessions they would like to see.
- SMcK suggested running a tickertape across staff pc's advising on useful contacts during Health & Wellbeing. **EB will action**

#### 4. Equality Initiatives

##### **LGBT Youth Scotland - Charter of Rights Update – Update: EB**

- LGBT Youth Scotland requested further information to meet the requirements of the accreditation which has been submitted. Now waiting on their response.
- One of the requirements was that all relevant policies include an equality commitment statement, specifically mentioning the Equality Act 2010 and all Protected Characteristics.
- Rather than making additions to the actual policies this information will be added – where relevant as a front cover. **EB will action**

##### **Dementia Friendly Environment Audit of the College - Wed 23<sup>rd</sup> August – Update: EB**

- Audrey Bremner, Community Activity Organiser of Lanarkshire Services carried out an informal audit of the College environment which involved a walk around with 3 members of the group including; EB, EH and LM.
- Craig Ferguson (Head of Facilities) and Fiona MacCormick (Human Resources Officer) also took part.
- A report will follow.

**Action: On receipt of the report EB will liaise with Facilities and provide an update at the next meeting**

##### **Health & Wellbeing Event 24<sup>th</sup> to 26<sup>th</sup> October – Update: EB**

- JM and EB are working together on planning this three-day event.
- The format will be similar to previous years with an Expo in the Atrium and various relevant activities.
- Events Students are once again managing and hosting Pink Day on Friday 27<sup>th</sup> October, in aid of Breast Cancer care, and have promised that it will be bigger and better than ever.
- Staff flu vaccinations will take place on Wednesday – 25<sup>th</sup> October. **EB will action**

### **Blood Donation Session – Update: EB**

- On Monday 6th November Scotblood, are bringing their donation pods to rooms LG72 & LG72A for a Blood Donation Session. <https://www.scotblood.co.uk/> **EB will action**

### **World Mental Health Day – Tuesday 10<sup>th</sup> October 2017 – Update: EB**

- Mental Health Working Group (MHWG) is planning an event, the format to be confirmed.
- This year's theme is set by the World Federation for Mental Health, is mental health in the workplace. [www.mentalhealth.org.uk/campaigns/world-mental-health-day](http://www.mentalhealth.org.uk/campaigns/world-mental-health-day)
- RH has access to online resources focusing on resilience skills which all agreed would be useful for students and staff.
- SMcK proposed having information leaflets next to the Student Association Office.
- MS suggested having qualified members of the Care Faculty providing mental health workshops.

**Action: EB/RH will take all ideas/suggestions to the MHWG**

### **Scottish Slimmers works class – Update: EB**

- First class today, excellent response, 19 members of staff joined.

## **5. Equality Impact Assessments (EIA) – Update: EB**

- EB and LB are reviewing the EIA process.
- The Equality Group as Equality Champions will receive training, then cascade information back to dept/faculties.

**Action: EB and LB will facilitate an information session on Wednesday 11<sup>th</sup> October @ 2pm.**

## **6. Quality – Update: KP**

- The annual self-evaluation for 2016/17, against the new framework is ongoing.
- All areas are now using the CeSEP online system (College Electronic Self-Evaluation Process).
- An option to extract particular information, for example: around equality, is planned for the next stage of development.
- Equality specific questions will be fed into each areas DASER report. (Departmental Annual Self-Evaluation & Enhancement Report)

**Action: KP will update on progress at the next meeting**

### **In-Course Questionnaire Part 1 - Equality**

- Part 1 is due out mid-September.
- KP explained the process of responding to equality related comments. This begins with an initial analysis by the Quality Group which is fed back to the Equality Group who then generate actions.

- Results also feed into 'You said we did' campaigns.
- The group were asked to review the equalities related questions and an option for comments will be added to 'it easy to get around the College building?' **KP will action**

### **7. Gender Action Plan - Update: SMcK**

- Currently looking at the baseline for last year.
- Report will be submitted to the Scottish Funding Council (SFC) in September.
- Progress will be continuously monitored.

**Action: SMcK will update on progress at the next meeting**

### **8. Equality Mainstreaming Report – Update: LB**

- Progress of equality outcomes will be regularly reviewed by the group.
- LB spoke at the 'All Staff Conference' about supporting staff with caring responsibilities (Equality Outcome 5A).
- LB and EB met recently with Carer Positive who provide guidance and information on how best to support staff and to progress into becoming a Carer Positive Employer. [www.carerpositive.org/](http://www.carerpositive.org/).
- This involves promoting what is already in place, adapting current relevant policies and having a College carer support group.
- Relevant organisations will also be invited to events such as: 'Health & Wellbeing' and 'Equality & Choices' to share information on how best to support staff and students. **LB/EB will action**

#### **Encouraging Disclosure (Equality Outcome - 1C)**

- The College now has an in-house Graphic Designer providing the opportunity to devise and produce media in line with brand guidelines.
- EB will work with the Graphic Designer to develop a booklet explaining the reasons why we ask for Equality Data. **EB/LB will action**

### **9. Student Outcome Data by Protected Characteristics (PC's)**

- The Equality Group have been asked to analyse and comment on the Student Outcome Data by Protected Characteristics and feedback to the next Academic Board.
- Currently the College Performance Indicator (PI) report for PC's is at College level and the SLC and SFC Performance Indicator Targets (PI) are split four categories:
- Full-time Further Education (FE), Full – time Higher Education (HE), Part – time FE & Part – time HE.
- To allow accurate comparison EB has asked the IT dept to split the College level report into these four categories for the Protected Characteristics. **Action: EB will update group at next meeting**

## **Group discussed the following key points:**

### **Gender -**

- In 2016/17 the female dropout rate was 18% and males 14%. This could be attributed to the number of males in construction who have jobs and are studying whilst working.
- The withdrawal rate for the College was approximately 15% which is concerning when compared to Dundee and Angus for example, where the rate is 6%.
- Students attainment rates are good however dropout rates should be monitored.

### **Age Bands**

- From the profile over time since 2013, the average age range for Students is approximately 24.

### **Ethnicity**

- All agreed that they felt the level of diversity within the student population has increased however the statistics are not reflecting this. The enrolment rate for BME and other White students was 7% in 2015/2016 and 6% in 2016/17.
- It could be because the divisor is so high with 93% of enrolments from UK white applicants.

### **Action 1: Monitoring of the dropout rate – Senior Management Team**

### **Action 2: SMcK will feedback to the Academic Board**

## **10. AOCB**

### **Pregnancy and Maternity – update: RH**

- The new Student Maternity, Paternity and Adoption Policy, provides guidelines on supporting students with funding and flexibility and is now available on the portal.
- An increasing number of students are coming to College within 26 weeks of having a baby who may have to attend appointments with Health Visitors or have caring responsibilities.
- An increased level of attendance flexibility with authorised absences and extra help from their course tutors with assessments etc. is available.
- 6 weeks of bursary supported leave can also be offered to support students who are pregnant during their studies, to have their babies, then return to continue their studies. This also applies to students who are adopting.
- Placements may be extended over the summer holidays to allow students to complete their course.

- Students can apply for discretionary childcare funding at any point throughout the year which can be used with any registered childcare provider.
- Last year approximately £650,000 was spent on providing this funding.
- This can be as much as £10,000 per family for a 36-week course.
- Students have a support plan through guidance.

### **Student Counsellor Service - Report- Update: RH**

- In order to evaluate the service, the student counsellor (SC) produced an annual report.
- As this report is highly confidential, RH provided a brief overview of the main points.
- The amount of students using the service has increased by 50% from the previous year.
- In 2016/2017, 52 students were supported by the service providing a total of 241 counselling hours averaging about 4.6 hours per student.
- A diverse range of students accessed the service.
- The hours for this year can and will be increased if required.
- The complexity of issues presented by students varies widely and includes depression, anxiety, neglect, risky behaviour, sexual abuse, cultural issues and suicide.
- During an evaluation of the service it was decided to have a registration form and information leaflet.
- The content of the form will remain confidential, and only available to the SC.
- The details on the form will help in the therapeutic session.
- It's often the case that individuals who identify as transgender tend to experience higher rates of mental health issues than the general population, therefore gender identity questions are asked. This allows the SC to provide support and also refer to relevant organisations.
- The information leaflet explains to students what counselling really means, what to expect and what the service expects in return.
- To maximise the SC's time, plans are in place to introduce a triage system where if a student does not show for whatever reason the SC can use this time to contact others who are waiting on an appointment.
- Information on the service is highlighted at student induction and the SC has attended all faculty meetings this term.

**Date of next meeting** – Wednesday 8<sup>th</sup> November 2017