

UWE Interim single equality scheme (SES) 2015 - 2016 Action Plan

SES key performance indicators:

- Student attainment - each equality group to have as good an outcome as others
- Staff perceptions - each equality group to have as good an experience as others
- Student perceptions - each equality group to as good an experience as others
- Student and staff recruitment - student and staff populations to match the relevant populations for Bristol / UK
- Staff and student progression / promotion - each equality group to have as good an outcome as others

These five measures have been chosen to measure the impact of implementing the SES action plan. Current data on each is set out in the SES data report. Future data will be evidenced from the University's data warehouse, from the national student survey, from the staff satisfaction survey, and from the annual staffing compendium.

The following Single Equality Scheme will run from September 2015 to August 2016. It is composed of a mix of actions which are carried over from the final year of UWE's 2012 – 2015 SES as well as some new actions.

Aims	Key objectives	Number	Actions	Responsibility	Date
For All	UWE to participate in the Race Equality Charter Mark	FA1	Establish a self-assessment team and relevant subgroups to work on data, student/staff experience and action planning	PVC/ Executive Dean of HAS	2016
For All	UWE to continue to participate in Athena Swan	FA2	Support departments to submit or pursue existing action plans Prepare for University re-submission	DVC Academic PVC Research and Business Engagement	2016

Aims	Key objectives	Number	Actions	Responsibility	Date
1. Learning for all	Reduce rates of student withdrawal from courses	1	Retention and Student Success projects to feedback to EMG on progress made and best practice examples	Director of Student Engagement and Success	On going
	To take full account of the different needs of all students in the development, delivery and assessment of the curriculum			PVC Student Experience	2015
	Narrow the attainment gap between international and home students	2	Identify and implement activities to counter discrepancies in attainment	Associate Deans L&T and PVC Student Experience	2015 - 2016
	Ensure teaching, learning and assessment take into account access needs of disabled students and relevant cultural needs of black and minority ethnic students	3	Make equality and accessibility explicit in the quality management and enhancement framework (QMEF) and relevant planning processes	Director of Academic Services	2015
To ensure that learning and teaching opportunities are available to all staff	Ensure all staff fully aware of Equality Act 2010 responsibilities, receive appropriate training and are confident to address the E&D needs of all students.	4	Build upon mandatory E&D online training, offering extended learning opportunities	Director of Human Resources & Organisational Development	2015
	Ensure that all staff have access to learning and development opportunities.	5	New managers required to attend half- day E&D workshop as part of the 'UWE Manager' programme; E&D training portfolio (face to face and online) offered to all staff.		2015

	Reduce any discrepancy in take up of graduate entry employment or further study between students of different ethnic groups and between disabled and non-disabled students	6	Continue to analyse progression data and identify, agree and implement activity based on this information.	Director of Student and Engagement Services	2015
		7	EQUIP project recommendations on attendance and engagement of BME, male and International students to be reviewed by Academic Quality Enhancement Committee	Learning for All Hub	2015-2016
	Embed equality and diversity principles within the Programme Leaders Development Programme in relation to leadership and teaching and learning as appropriate	8	Programme Leaders to develop learning content which is underpinned by equality and diversity principles and more fully accessible given changes to Disabled Student Allowance	DVC Academic	2016
		9	Programme Leaders' Development Programme to include how E & D principles can be incorporated within Programme Leaders' areas of responsibility. At least 50% of all Programme Leaders to participate and engage in the Programme.	Director of Human Resources & Organisational Development	2015 – 2016

Aims	Key objectives	Number	Actions	Responsibility	Date
<p>2. Positive experience for all</p> <p>To ensure that UWE's commitment to equality is reflected in behaviour, values and practices throughout the university.</p> <p>To promote a culture where bullying and harassment of any student or member of staff is unacceptable.</p>	<p>Increase student and staff satisfaction rates so that all staff and students have an equitable experience</p>	10	LGBT best practice in curriculum content design to be developed for staff dissemination	DVC Academic	2015
		11	Progress on developments to support disabled staff to be shared with EMG and the University communities	Director of Human Resources & Organisational Development	2015
		12	Embed key E&D calendar dates into UWE promotion channels and communicate these widely, both internally and externally	Director of External Relations Director of Internal Communications	2015 / on going
		13	Promote supplier equality and diversity practices through contractual agreements.	Head of Procurement	ongoing
	<p>All staff and students to be free from harassment and bullying, and all to treat each other with respect</p>	14	Report back to EMG, EDF and other relevant stakeholders on levels of reported hate incidents and responses to them. Analyse and address staff survey findings of differential equality group experience as well as UWE-wide messages about bullying etc.	Director of Human Resources & Organisational Development Director of Student Engagement and Success Director of Human Resources & Organisational Development	On going
		<p>Address identified inequality in pay on the basis of sex, ethnicity and disability</p>	15	Revisit recommendations of previous equal pay review and conduct a new pay review	Director of Human Resources & Organisational Development

3. Planning for all To underpin all strategy, planning and investment decisions with analysis of equality information	Publish, maintain and make available a consistent set of equality data for staff and students that meet the requirements of the Equality Act 2010	16	Continue to provide staff data reports	Director of Human Resources & Organisational Development	ongoing
		17	Make provision for additional E&D data collection to include new optional on religion/belief, sexual orientation and trans status on incoming student registration forms, UWE student satisfaction survey and other student monitoring forms	Director of Academic Services Director of IT Services	2015 2015/16
	Adopting and achieving equality and diversity key performance indicators	18	UWE to continue to produce two key datasets: <ul style="list-style-type: none"> • Student Compendium • Staffing Compendium Central monitoring of faculty/service plans and equality datasets to meet corporate equality and diversity key performance indicators.	E&D Unit and SPS Strategy (supported by Business Intelligence) Director of Human Resources & Organisational Development Directorate, VCAB, EMG, and Finance Director	On going On going On going

4. Voice for all To enable staff and students to influence decision-making about provision which affects their experiences at UWE	Ensure that consultation mechanisms are in place and are used to improve both academic and personal experience of students and staff	19	Develop a consultation and involvement protocol for the student voice/representation activities, involving stakeholders in its development	Director of Academic Services	2015
		20	Develop a UWE-wide staff consultation approach reflective of equality, diversity and inclusion practices. Use representative reference groups	Head of Internal Communications Head of Policy and Strategy	2015
		21	Strengthen the reporting back mechanism on feedback received and resulting actions to be taken. Promote communication channels between departments and services.	Director of Human Resources & Organisational Development	2016
	Ensure that UWE's partnership work includes those from different equality communities	22	Audit UWE partnerships and seek engagement on equality and diversity issues	Director of Academic Services	2016
5. Support for all To ensure that staff and students have the support they need to allow them to play a full part in the life of the University and fulfil their potential	Support the wellbeing of disabled staff	23	Establish UWE as a Two Ticks (positive about disability) employer Establish advice and support offer for disabled staff Communicate and promote disability-related messages to staff	Director of Human Resources & Organisational Development Director of Internal Communications	2015
	Ensure that all students are aware of the support		24	Promote student support services in particular regard to disability,	

	services available		financial, wellbeing, chaplaincy, international support etc		
	Ensure international and home students receive comparable and appropriate support	25	Analyse all available data with a view to targeting support to meet specific needs		2015
		26	SPS Integration Project (Recruitment and Outreach strand) to review pre-entry guidance/policy and procedures to redesign current recruitment processes		2015
	Provide appropriate mentoring for all staff and students	27	Make a variety of mentoring schemes available to all staff Develop appropriate E&D support for academic personal tutors	Director of Human Resources & Organisational Development DVC Academic with E&D Unit	2015
6. Access for all To ensure that all staff and students have full access to all aspects of university life and are able to fulfil their potential To achieve a more diverse and equitable staff profile.	Provide information on access provision on UWE campuses	28	Implement recommendations of the reasonable adjustments working group in light of DSA modernisation and share progress with EMG and wider stakeholders	Director of Student Engagement and Success	2014
		29	Plan and design/implement accessibility guidance and faith space provision in new buildings as well as existing buildings	Director of Facilities	2015
	Increase the number of BME and disabled staff employed at all levels, and the number of women and BME staff	30	Building on positive action in staff recruitment activities, support Faculties and Services to ensure they address long-term workforce diversity targets	Director of Human Resources & Organisational Development	2016

	employed at senior levels	31	Ensure all posts are offered on a job/share or part time basis where possible and people are aware of flexible working policy		2015
	Ensure accessibility of meetings and events	32	Develop and promote “inclusive meeting/events” guidelines with examples	Director of Facilities	2015