

WADHAM COLLEGE EQUALITY ACTION PLAN 2017-18

The College produces an annual action plan for equalities-related items that it wishes to pursue in each academic year. The actions are considered and approved by the Equality Committee each term. Where actions are not completed by the end of the academic year (defined as 30th September), the Equality Committee can decide to carry them over to the next year, or to remove them.

Objective 1: Establish and maintain a good gender balance at all levels, and in all aspects, of the College’s work. (2017-21)

Objective 2: Apply the guiding principles of the University’s common framework for supporting students with disabilities. (2015-19)

Objective 3: Improve Guidance and support for students with mental health problems. (2015-19)

Objective 4: Raise awareness of equality issues across the College. (2015-19)

Objective 5: Continue to develop Wadham as a trans-inclusive institution (2017-2021)

Equality Objective 1 – Establish and maintain a good gender balance at all levels, and in all aspects, of the College’s work (2017-21)														
	Age	Disability	Gender reassignment	Pregnancy/ Parenthood	Race	Religion	Sex and gender	Sexual orientation	Marriage/Civil Partnership	Proposed Actions	Timescale	Lead person/group/ committee	Output/ Outcome	Progress
1.1							x			Seek and maintain a gender balance across committee membership (Note: gender balance in this context does not mean equal numbers on every committee as this would be disproportionately onerous on women)	Annual	Nomination Committee	Committee nominations	On-going

1.2							x		Review annual data on final examination results, consider any action required. (Note: College data will be considered in conjunction with university data and at university level)	Annual (Trinity Term Equality Committee)	Equality Committee; Academic Policy Cttee	Significant issues referred to Governing Body	On-going
1.3							x		Review data on applications and admissions and consider any gender specific issues arising out of these. (Note: College data will be considered in conjunction with university data and at university level)	Annual (Trinity Term Equality Committee)	Equality Committee; Tutorial Board	Significant issues referred to APC and Governing Body	On-going
1.4							x		Follow good practice in encouraging women to apply for academic posts at all levels. (As outlined by Athena Swan project.)	On-going	Academic Policy Cttee; Appointment Panels	Letter to encourage women to apply	
1.5							x		Re-visit recruitment procedures where no women are shortlisted	On-going		Agreed policy to refer back to APC if/when no female applicants are shortlisted.	
1.6							x		Notice to departments/highlighting positive encouragement for women candidates.	On-going		Agreed statement targeting applicants from under-represented groups. Agreed form of communication to encourage such candidates to apply	

Equality Objective 2 – Apply the guiding principles of the University’s common framework for supporting students with disabilities (2015-2018)

	Age	Disability	Gender reassignment	Pregnancy/ Parenthood	Race	Religion	Sex and gender	Sexual orientation	Marriage/Civil Partnership	Proposed Actions	Timescale	Lead person/group/ committee	Output/ Outcome	Progress
2.1		x								Work closely with the University’s Disability Advisory Service and Occupational Health to provide coordinated support for students with disabilities. Making reasonable adjustments, considering appropriate anticipatory action and developing efficient communication systems.	On-going	College Disability Leads & Coordinator (Domestic Bursar, Senior Tutor, Academic Administrator)		On-going
2.2		x								Engage with and adopt policies flowing from the Handbook which is to accompany the common framework.	On-going	College Disability Leads & Coordinator	Revise College programme in collaboration with the University’s developing policy	As policies are published
2.3		x								Improve on-line signposting to support students and staff with disabilities. www.wadham.ox.ac.uk/students/welfare	Completed	College Disability Leads & Coordinator	Updated webpages	Updated MT15
2.4		x								Publicise and promote information about the roles and contact details of the College’s Disability Leads and Disability Coordinator. www.wadham.ox.ac.uk/students/welfare	Completed	College Disability Leads & Coordinator	Updated webpages	Updated MT15
2.5		x								Review Equality Policy Appendix 1 in light of the Common Framework.	Completed	College Disability Lead & Coordinator	Revise College programme in collaboration with the University’s developing policy	As policies are published

2.6											Note review - funding stream for disability support / Wadham's student support funds				
Equality Objective 3 - Improve Guidance and support for students with mental health problems (2015-18)															
	Age	Disability	Gender reassignment	Pregnancy/Parenthood	Race	Religion	Sex and gender	Sexual orientation	Marriage/Civil Partnership	Proposed Actions	Timescale	Lead person/group/committee	Output/Outcome	Progress	
3.1										Improved signposting to support students with mental health problems www.wadham.ox.ac.uk/students/welfare	Completed	Welfare Dean & Welfare Advisor	Updated web-pages	On-going	
3.2										Participate in the University's review of its mental health plan. (expected publication MT17)	Completed	Welfare Dean & Welfare Advisor		On-going (University review initiated HT16)	
3.3										Engage with the development of the University's emerging guidance on inclusive teaching practices	- On-going	Welfare Dean & Welfare Advisor		On-going	
3.4										Invite Welfare Advisor and Chaplain to speak annually at Tutorial Board.	Annually (HT or TT)	Welfare Dean to invite	Presentations from welfare staff and students.	On-going guidance to tutors Welfare Dean and Chaplain encouraged to attend TB as often as possible.	

Equality Objective 4 - Raise awareness of equality issues across the College (2015-18)

	Age	Disability	Gender reassignment	Pregnancy/ Parenthood	Race	Religion	Sex and gender	Sexual orientation	Marriage/Civil Partnership	Proposed Actions	Timescale	Lead person/group/committee	Output/ Outcome	Progress
4.1	x	x	x	x	x	x	x	x	x	Appointment of Tutor for Equality and Diversity	Inaugural appointment 2015-17		College to re-appoint	Completed
4.2					x					Appointment of Tutor For Race	Inaugural appointment 2015-17		Post continued following departure of 1 st post-holder	Completed
4.3							x			Continued appointment of Tutor for Women	Re-appointed 2015 -18		New post-holder elected from MT17	Completed
4.4	x	x	x	x	x	x	x	x	x	Explore and investigate on-line courses and associated workshops on equality and diversity, and unconscious bias, and consider recommendations. In discussion with EDU	On-going	Senior Tutor	Unconscious bias training delivered to staff in TT17	On-going
4.5	x	x	x	x	x	x	x	x	x	Termly distribution of the University's Equality and Diversity Newsletter to staff and Equality Committee.	Termly	Warden's EA		On-going

4.6	x	x	x	x	x	x	x	x	x	Establishment of Equality Fund	On-going	Tutor for Equality & Diversity	Finance Committee agreement to provide annual fund (£500 2015/16)	Completed (fund under the direction of Tutor for Equality & Diversity)
4.7	x	x	x	x	x	x	x	x	x	Public Sector Equality Duty	Annually/termly	Warden's EA	Reminder at first Governing Body meeting PSED in decision making. Flagged at all committees	On-going

Equality Objective 5: Continue to develop Wadham as a trans-inclusive institution (2017-2021)

	Age	Disability	Gender reassignment	Pregnancy/Parenthood	Race	Religion	Sex and gender	Sexual orientation	Marriage/Civil Partnership	Proposed Actions	Timescale	Lead person/group/committee	Output/Outcome	Progress
5.1			x				x			Review college trans policy in line with updated university guidance	2017-18	Senior Tutor & Welfare Advisor		

5.2			x				x		Identify current trans-exclusive practices, and update procedures / develop guidance on trans-inclusive language and behaviour, in line with Stonewall best practice http://www.stonewall.org.uk/supporting-trans-staff-workplace	2017-18	Senior Tutor / HR		
5.3			x				x		Encourage students to complete the 'preferred gender' field so that this can be used more reliably for demographic analysis	On-going	SU		
5.4			x				x		Ensure that all new buildings follow best-practice for trans inclusivity, including provision of sufficient gender-neutral bathroom and changing facilities	On-going	Domestic Bursar		