

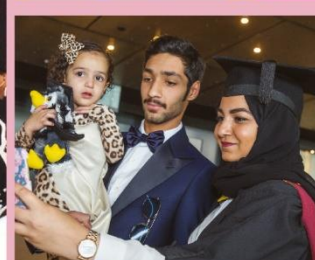
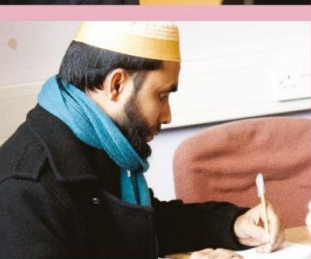


Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd

2016/17


STRATEGIC EQUALITY PLAN - PROGRESS REPORT




1. Awareness Raising

Objective	Targets	Level 2 accountability
<p>Ensure equality initiatives are visible and owned</p> <p>Promote good-practice and positive news</p> <p>Achieve externally accredited recognition</p>	<p>Gender equality:</p> <ul style="list-style-type: none"> • Institutional level Athena Swan Bronze award for STEMM activity by November 2017 • All Schools to have a Bronze level award, and at least one School a Silver level award, by April 2019 • Institutional level Athena Swan (Gender Charter) Silver accreditation by November 2019 <p>Achieve the Race Equality Charter Bronze award by July 2020</p> <p>Retain membership of the Stonewall Diversity Champions programme and ranking in the Workplace Equality Index (Gay, Lesbian, Bi-Sexual and Transgender)</p> <p>Retain the 'two ticks' positive about disability symbol awarded by Jobcentre Plus</p>	<p>Secretary & Clerk</p>


We will primarily, but not exclusively, achieve these targets through:

MECHANISMS	PROGRESS UPDATE	STATUS
<p>Staff induction & training</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> • Commence provision of unconscious bias awareness training to both Governors and Staff (SEP16176) 	<ul style="list-style-type: none"> • Web-based Unconscious Bias training is now available on Cardiff Met Organisational Development Site. Promoted at Athena SWAN SAT's, EDEG and through other internal channels. • The University Equality and Diversity Team developed a new in-house Equality in the Workplace e-module for members of staff to complete as part of their induction. This replaces the previous Marshall ASM e-module. • The University's current Equality Impact Assessment Training and Guidance is under review in order to make the process clearer for members of staff. 	

	<ul style="list-style-type: none"> • A two day Cultural Awareness Training Course was organised by the University Chaplaincy, International & Partnerships Office and Equality and Diversity Team. • All University Governors were provided with the Equality Challenge Units 'Governing bodies, equality and diversity – A handbook for governors of Welsh higher education institutions'. E&D updates are also provided to the Board of Governors through the Secretary & Clerk to the Board of Governors who also chairs the Cardiff Met Equality & Diversity Engagement Group. 	
<p>Student induction, advice & guidance</p>		
<p>Initiatives & events</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> • Subscribe to the 'Time to Change Wales' pledge to remove the stigma surrounding mental health (SEP16177) 	<ul style="list-style-type: none"> • Cardiff Metropolitan University signed the 'Time to Change Wales' pledge in January 2017. The University's Student Union signed the pledge at the same time to coordinate a joined up approach. <ul style="list-style-type: none"> ○ A University Action Plan was developed alongside our 'Time to Change' Wales Champion, our Health, Safety and Wellbeing Team and the Students' Union. ○ On World Mental Health Day (10th October 2016) a Time to Change Wales Champion attended the University and had a stall in our Cardiff School of Management to raise awareness around Mental Health and the support available to staff and students. • The University has made good progress during the current reporting period, particularly around LGBT+ equality. The LGBT+ Staff Network alongside the University and Students' Union have worked together to promote and celebrate inclusivity. Joint events have been held internally and alongside local community partners. <ul style="list-style-type: none"> ○ Cardiff Met's LGBT+ Staff Network attended Pride Cymru 2016 to represent Cardiff Met and celebrate equality and diversity. ○ In February 2017, The University supported the LGBT+ Staff Network and LGBT Student Society to organise a number of events to help mark LGBT History Month. International Rugby referee Nigel Owens attended an event titled 'A night Out with Nigel Owens', which 	

	<p>addressed his experiences surrounding his sexuality and the impact on his personal and sporting life.</p> <ul style="list-style-type: none"> ○ Cardiff Met's Staff Football Team, alongside members of the LGBT+ Staff Network organised a mixed football match against Cardiff Dragons FC (Wales' only LGBT football team) to support the Football vs Homophobia campaign. Rainbow laces and Football vs Homophobia t-shirts were worn by players. ○ The Department of Humanities in Cardiff School of Education put on a showing of the film 'Hedwig and the Angry Inch' for staff and students at our Cyncoed campus. <ul style="list-style-type: none"> ● To celebrate the cultural diversity at Cardiff Met, our International Student Support team organises a Global Week. Global Week celebrates the cultural diversity of Cardiff Met's student body with a range of internationally themed activities for all students and staff to get involved in. The week aimed to provide an opportunity for students and staff from across the university to share, learn and celebrate each other's values and traditions and to encourage conversation, networking and integration between students of different nationalities and backgrounds. ● Cardiff Met held a series of events, open to all staff and students, to celebrate International Women's Day 2017. <ul style="list-style-type: none"> ○ A Mentoring Workshop was led by Dr Katie Thirlaway and Dr Jenny Mercer to discuss effective ways to support women going forward. ○ The Cardiff School of Art & Design's Textiles department organised a series of speakers discussing Equality, diversity and sustainability in the textiles industry. ○ A Human Library Networking Event was held, which offered staff and students the opportunity to engage in group conversations with a range of women from various backgrounds at varying stages of their careers to discuss their career pathways. ○ A series of MET talks which included Dr Leanne Freeman, Kirsten Stevens-Wood and Rose O'Driscoll, focused around equality of sexes, negative portrayal of women and gender construction. 	
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	<ul style="list-style-type: none"> ○ A series of short talks highlighting and celebrating women’s achievements in the creative sector was organised by Cardiff School of Art and Design’s students. ○ A student led form titled, ‘Women in Sport – Moving the Game Ahead’ was organised looking into the current and future development of the women’s game and wider perceptions. <ul style="list-style-type: none"> ● Diversity and Inclusion is a core value within the University’s developing Strategic Plan and throughout 2016-2017 and this is reflected through our continued engagement the BME community, particularly Black History Month Wales and our widening access programmes. <ul style="list-style-type: none"> ○ Cardiff Met attended and sponsored the ‘Young, Gifted and Black’ Youth Awards and Black History Month Wales 2016 launch event. Every October throughout the UK, Black History Month (BHM) celebrates the achievements and contributions of Black people to the development of British society, technology, economy and arts & culture. ○ The University’s LGBT+ Staff Network has also linked with Glitter Cymru who established themselves as a BAME LGBT+ Network in 2016/17. We have provided support in the production of marketing material and continuously promote them throughout the University. ● During 2016/17, the University put on a number of Community Days as part of its Healthy University Initiative. These community days are an opportunity for staff, students and stakeholders to participate in activities and obtain information about the University. <ul style="list-style-type: none"> ○ During these days the Equality and Diversity Team promoted the UN led HeForShe campaign, inviting staff and students to stand together to create a bold, visible force for gender equality. There was a variety of engagement on both Cardiff Met UK campuses and at our Cardiff Met office in China. 	
<p>Communication mechanisms</p>	<ul style="list-style-type: none"> ● During the current reporting period the E&D Team explored alternative means of communication to staff and students. 	


	<ul style="list-style-type: none"> ○ Twitter has been greatly enhanced the team's ability to communicate and promote CMet E&D activity as well as engage with external organisations. ● The University's external Equality & Diversity pages were reviewed and expanded to raise the profile about Equality and Diversity related work at Cardiff Met. This work will be ongoing in order to continue to enhance the University's profile. 	
<p>Networks & feedback</p>	<ul style="list-style-type: none"> ● LGBT+ Staff Network has continued to raise its profile through numerous events ● Following the University's Time to Change Wales Pledge, we are exploring the possibility of developing a Mental Health and Well-being Network. 	
<p>Academic & managerial committees</p>		
<p>Applications for external accreditation</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> ● Athena Swan Implement the Athena Swan Action Plan (SEP16173) <ul style="list-style-type: none"> ● Stonewall Workplace Equality Index/Stonewall Diversity Champion 	<ul style="list-style-type: none"> ● In April 2016, Cardiff Met successfully achieved our Institutional Athena SWAN Bronze award. <ul style="list-style-type: none"> ○ The University is currently implementing its Athena SWAN action plan. ○ Following this success and in our pursuit to continue in the advancement equality of opportunity, both our Cardiff School of and Health Sciences and Cardiff School of Sport applied for Bronze and Silver Awards respectively. ○ Our Cardiff School of Art and Design and Cardiff School of Education have both established Institutional SAT's ● The University is looking to achieve the Race Equality Charter Bronze award by July 2020. Aiming to establish a REC SAT by July 2018. ● Cardiff Met continued its commitment to being a Stonewall Cymru Diversity Champion. The University submitted to the Workplace Equality Index in September 2016 and as an outcome ranked 245th in the UK. The University will look to build upon the recommendations of Stonewall Cymru for the September 2017 submission. 	



	<ul style="list-style-type: none">• In September 2016, Cardiff Metropolitan University committed to improving employment opportunities and career development for disabled people. In recognition of this Cardiff Metropolitan University has been certified as a Level 2 Disability Confident Employer. The University will hold this award between 30/09/2016 – 29/09/17. The Disability Confident Scheme has replaced the Two Ticks or disability symbol scheme. Under the Two Ticks scheme employers made five commitments, one of which was to interview all disabled applicants who met the minimum criteria for a job vacancy and consider them on their abilities.• Cardiff Metropolitan University is proud to work alongside DisabledGo, the UK's leading provider of access information. Established over 14 years ago, DisabledGo's mission is to maximise independence and choice for disabled people in accessing their local area and the places we all want to visit.<ul style="list-style-type: none">○ Following a recent survey of our sites at the end of November 2016, access information to Cardiff Metropolitan University is now available on DisabledGo's Detailed Access Guide.	
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2. Embedding and Enhancing

Objective	Targets	Level 2 accountability
<p>Fit-for-purpose and effective University-level frameworks for promoting equality</p> <p>Local leadership of equality promotion within Schools & Professional Services</p>	<p>Increase the proportion of women holding senior management positions from 25% to 33% by 2019.</p> <p>Increase the proportion of women holding professorships from 17% to 25% by 2019.</p> <p>Increase the proportion of women on influential committees at University-level from 33% to 46% by 2019.</p> <p>Reduce identified gender pay gaps for work of equal value to below 5% by 2020</p> <p>Reduce the difference between the proportion of staff (7.6%) and Cardiff-based students (16.8%) who can speak Welsh</p>	<p>Secretary & Clerk</p>

We will primarily, but not exclusively, achieve these targets through:

MECHANISMS	PROGRESS	STATUS
<p>HR policies/mechanisms & organisational practice</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> Establish an action plan to respond to the new Welsh Language Standards (SEP16174) 	<ul style="list-style-type: none"> In order to prepare the University for the Welsh Language Standards that will be introduced at the beginning of the 2017/18 academic year and will have to be met by March 2018, the Welsh Language Unit (WLU) has created a high-level project board and a project team from across all Schools and Units. Business Improvement Services has given the WLU project management support to aid the University in meeting these standards. The university's internal auditors investigated the project and gave it the highest level of assurance. 	


<ul style="list-style-type: none"> Undertake an annual 'equal pay for equal work' review (SEP16179) 	<ul style="list-style-type: none"> Cardiff Metropolitan University utilises two job evaluation schemes, HERA (Higher Education Role Analysis) and Hay Group, to ensure that all jobs are measured and analysed without bias. Both schemes were designed to ensure equal pay for work of equal value and were used in the creation of grading structures for the University. The Equal pay for equal work review for 2017 has been completed and findings and recommendations will subsequently be reviewed. Upon reviewing the proportion of women on influential committees at University-level, women made up 34% of the overall representation. Since January 2017 it has become a standing item on the Professorship and Readership Committee agenda to review the gender split of the University's Professoriate. As at January 2017, 16% of the Professoriate were female. During the 2016/17 period the University appointed a new President & Vice-Chancellor, Professor Cara Carmichael Aitchison. Following this appointment, the proportion of women holding senior management positions has increased to 33%. 	
<p>Health & wellbeing</p>		
<p>Student recruitment, admissions & assessment</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> Review and enhance admissions procedures (SEP16171) 	<ul style="list-style-type: none"> Limited progress in 16/17. Responsibility for Admissions will be transferred to new Registrar and Director of Planning role. 	<p>Jan 2017</p> 
<p>Portfolio & curriculum review & development</p>		
<p>Physical environment & facilities</p>	<p>See Appendix II for Estates and Facilities update</p>	


<p>Marketing/publicity, displays, signage</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> Establish a protocol for the imagery used to promote the University to ensure an appropriate representation of staff and student diversity (SEP16172) 	<ul style="list-style-type: none"> Guidelines published on staff portal. Successful Athena SWAN Bronze applications at institutional and departmental level have subsequently led to the development of action plans. These action plans have action points focused around actively encouraging and recognising commitment to advancing the careers of women in employment in higher education and research. 	<p>Jan 2017</p> 
<p>Procurement</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> Evaluate and act on implications of the Modern Slavery Act (SEP161711) 	<ul style="list-style-type: none"> First Modern Slavery Statement was published 31st Jan 2017 in response to legislative requirements. The University will develop a Modern Slavery Statement in light of the requirements of the pending Welsh Government code of practice on ethical employment in supply chains. 	<p>Jan 2017</p> 
<p>School & Professional Services Planning</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> Establish a framework through which each School and Professional Service will be required to provide an annual E&D Report (SEP161712) 	<ul style="list-style-type: none"> A pro forma was developed for Schools and Unit's contribution to E&D Annual Report 2016/17. Further work required to establish a more consolidated framework for the production of E&D Report 17/18. 	<p>Jan 2017</p> 

3. Data Collection and Monitoring

Objective	Targets	Level 2 accountability
<p>Improve the quality, collection and monitoring of data</p> <p>Ensure that action follows analysis</p>	<p>To have evaluated staff and student race equality data and set appropriate targets by July 2017</p> <p>To have evaluated student engagement and outcomes data and set appropriate equality –related targets by July 2017</p> <p>Evaluate the impact of policy and practice on the cohesiveness of the student population, with particular focus on Race and Region or Belief, and set appropriate targets by July 2018</p> <p>Evaluate the relationship between the following combinations of protected characteristics on pay and representation within the University’s governance and management structures:</p> <ul style="list-style-type: none"> • Sex, Race, Age • Sexual Orientation, Marriage & Civil Partnership, Pregnancy & Maternity <p>And set appropriate targets by July 2018</p>	<p>Secretary & Clerk</p>

We will primarily, but not exclusively, achieve these targets through:

MECHANISMS	PROGRESS	STATUS
<p>Management information</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> • Undertake a gap analysis of equalities data and identify remedial action for collection and publication of data (SEP16175) 	<ul style="list-style-type: none"> • Further to identifying some gaps within equalities data, E&D is working alongside Human Resources and Strategy Office to develop a number of business intelligence dashboards, which will enhance the University’s data analysis and reporting provision. This development will ensure the University meet its public duty while also supporting future institutional and departmental Equality Charter Mark applications. The aim is to have the data dashboards ready for use during the 2017/18 period. 	<p>Mar 2017</p> 

Business intelligence		
Networks and feedback		
<p>Equality impact assessments</p> <p>Actions/Milestone(s)</p> <ul style="list-style-type: none"> Review and enhance the Equality Impact Assessment Process (SEP161710) 	<p>The University's current Equality Impact Assessment Training and guidance is currently under review in order to make the process clearer for members of staff. A new EIA training module is being developed in line with best practice and will be completed for the upcoming 2017/18 period.</p>	<p>July 2017</p> 



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