

**Leeds Trinity University  
Equality & Diversity Action Plan 2015-16**

**Academic Registry**

Ref	Responsible Equality Officer	Applicable Strand	Activity	Target (& Date)	Responsible Agent
1	Emma Murphy	D	Review and re-skin of e:Vision student and staff views to ensure ease of access. Work with focus groups to test new views.	January 2016	Assistant Academic Registrar (Student Administration) and Student Systems Development Officer
2	Emma Murphy	D	Promoting staff involvement in Mental Health Awareness workshop.	December 2015	Assistant Academic Registrar (Student Administration)
3	Emma Murphy	D	Promote staff involvement as Dementia Champions.	December 2015	Assistant Academic Registrar (Student Administration)
4	Emma Murphy	A D G Ra SO	Student representation: develop an analysis of student reps with protected characteristics against the student population as a whole.	December 2015	Assistant Academic Registrar (Academic Quality & Standards)
5	Emma Murphy	Diversity: Socio-Economic background	Introduce differential offer making to applicants from Polar 1 and care-leaver backgrounds.	October 2015	Assistant Academic Registrar (Student Administration)
6	Emma Murphy	A D G Ra SO	Revise the Programme Design & Approval Handbook to re-establish the requirement for Equality Impact Assessments to be carried out as part of the new programme approval process.	October 2015	Assistant Academic Registrar (Academic Quality & Standards)

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**Human Resources**

Ref	Responsible Equality Officer	Applicable Strand	Activity	Target (& Date)	Responsible Agent
	John Hawksworth	All	To source and introduce on-line E&D training module(s) across the University.	END OF 2015	
	John Hawksworth	All	To carry out an update of the personal equality data currently held in the HR system	EASTER 2016	
	John Hawksworth	All	To develop annual data sets relating to E&D for staff across the University and also to include recruitment activity	To be presented at final meeting of E&D Committee each year and posted on the intranet	

A-Age; D- Disability; G-Gender; Ra-Religion; SO- Sexual Orientation

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**Student Support**

Ref	Responsible Equality Officer	Applicable Strand	Activity	Target (& Date)	Responsible Agent
	DSS	Gender	Agender - Awareness raising on masculinity – lad / rape culture / sexual harassment; lower take-up of support services	Reduction in sexual harassment cases and greater male take-up of counselling July 2016	DSS in liaison with support staff and LTSU
	DSS	Pregnancy	Raise awareness and understanding of pregnancy as protected characteristic and LTU Pregnant Student Support Plan	Reduction in number of staff queries July 2016`	DSS

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**Students' Union**

Ref	Responsible Equality Officer	Applicable Strand	Activity	Target (& Date)	Responsible Agent
1	Hospitality, Physical Estate and Procurement	D	Ensuring that all entrances to the university campus are accessible such as footpaths.		
2	Learning Teaching and Assessment	D G A	Ensure that lecture staff are aware of issues that impact on students and the effect they may have and that they can adjust their teaching style appropriately.		
3		D	Ensure that communication from the university can be accessed by all		
4	Students Union	A D G Ra SO	Ensuring that all students views and voice are heard	On going	

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### IT Services

Ref	Responsible Equality Officer	Applicable Strand	Activity	Target (& Date)	Responsible Agent
1	IT Services	A D Ra G SO	Setup departmental board to look at E&D issues. Board to meet monthly.	Jan 2016	MS
2	IT Services	D	Redesign of IT Services Intranet pages and information to include procedural information for guidance to request specialist software/hardware. This will be for staff and students.	July 2016	JB
3	IT Services	D	As part of Intranet redesign, list what software is installed in which locations. This will be for all software. Consult with colleagues in Student Support on approach.	July 2016	JB
4	IT Services	A D G Ra SO	Ensure the Change process ensures E&D issues are considered when technical changes to systems are proposed.	April 2016	RD
5	IT Services	D	Investigate software systems or guidance for screen colour change and reading out loud	April 2016	MS
6	IT Services	D	Investigate portable exam reader devices such as C-Pen Exam Reader	April 2016	MS
7	IT Services	D	Investigate dictation software - is site licencing appropriate? Is there a WAH option? Could help dyslexic / partially sighted students. Unsure if this would be needed University wide or not	May 2016	SC
8	IT Services	A D G Ra SO	Publish list of IT staff - perhaps with	July 2016	KA

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			biogs? This will help increase awareness of IT staff - particularly front line staff who are sometimes bypassed in what appears to be sexist stereotyping.		
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