



Jesus College Oxford

PUBLIC SECTOR EQUALITY DUTY

Introduction

The Equality Act 2010 harmonised and replaced most existing equalities legislation. It came into force on 10 October 2010, and for Higher Education Institutions (hereafter 'HEIs'), covering their functions as an employer and as a provider of education and services. Jesus College is considered to be an HEI under the Act.

The Act covers nine 'protected characteristics': age; disability; gender reassignment; marriage and civil partnership (but only in relation to employment); pregnancy and maternity; race (including colour, nationality, and ethnic or national origin); religion and belief; gender; and sexual orientation. Some of these remain the same as under previous legislation; for others, protection has been extended or reinforced.

The Act introduced the Public Sector Equality Duty ('the general duty'), which came into force on 5 April 2011, and replaced the previous separate equality duties for race, disability and gender.

The Public Sector Equality Duty

The College is subject to the public sector equality duty, which is intended to promote equality for all, not merely avoid discrimination. It sets out a specific duty and general duties. 'Specific duties', which aim to show how HEIs are responding to the general duty, were commenced on 10 September 2011. Institutions must meet both the general duty and the specific duties.

The general duty requires HEIs to have due regard in decision-making to the need to: eliminate discrimination, victimisation and harassment and other conduct prohibited by the Equality Act 2010; advance equality of opportunity between people from different protected groups, including:

- removing or minimising disadvantages suffered by people due to their protected characteristics;
- taking steps to meet the needs of people with protected characteristics - encouraging people with protected characteristics to participate in areas where their representation is low;
- fostering good relations between people from different protected groups, including tackling prejudice and promoting understanding.

Having 'due regard' means consciously considering the three aims listed above as part of its decision-making processes and when it is reviewing or developing policies. Due regard for 'advancing equality' involves removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these are different from the needs of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

'Fostering good relations' involves tackling prejudice and promoting understanding between people from different groups.

The specific duties require HEIs to:

- publish, no later than 31 January 2012, information to demonstrate their compliance with the general duty, and subsequently at intervals no greater than one year from the last publication;
- prepare and publish one or more specific and measurable objective(s) that it thinks it should achieve to meet any of the three aims of the equality duty. The objective(s) must be published not later than 6 April 2012 and subsequently at intervals of no greater than four years;
- publish information and objectives in a manner that is accessible to the public: this may be within another published document.



Jesus College Oxford

JESUS COLLEGE EQUALITY POLICY

The College's Aims

Jesus College welcomes diversity among its applicants, students, staff, and visitors, recognising the contributions to the achievement of the College's objectives which can be made by individuals from a wide range of backgrounds and experiences.

Jesus College aims to provide an inclusive environment which promotes equality, values diversity and maintains an environment in which the rights and dignity of all its students and staff are respected. The College will work to remove any barriers which might deter people of the highest potential and ability from applying to the College, either as students or staff.

The College's Commitment

The College is committed to using its best endeavours to ensure that all of its activities are governed by principles of equality of opportunity. As far as is practicable, no prospective or actual student or member of staff will unjustifiably be treated less favourably than any other, whether before, during or after their study or employment at Jesus College on one or more of the following grounds (subject to any legal constraints and in relation to the protected characteristics laid out in the Equality Act 2010): age; disability¹; gender (including gender reassignment); marital or civil partnership status; parental status; pregnancy or childbirth; race (including colour, nationality, and ethnic or national origin); religion or belief (including lack of belief); sexual orientation; or length or type of contract (e.g. part-time or fixed term).

Jesus College requires that all staff are offered equal opportunities within employment and that entry into employment with the College and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post.

The College supports the aims of the University's Integrated Equality Policy, available at <http://www.admin.ox.ac.uk/eop/missionstatement/integratedequalitypolicy/>

The College already has a number of ways to ensure understanding of equality issues and compliance:

- A termly Equality and Diversity Committee meeting;
- Clear employment policies which encourage openness and equality in the way in which people are treated;
- Operating complaints procedures for staff and students with a grievance about unfair or unequal treatment;
- Online equality and diversity training.

¹ Under the Equality Act, a person has a disability if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to perform normal day-to-day activities.

Scope

This policy applies to all members of the College community, students, staff and Fellows whether permanent, temporary, casual, part-time or on fixed-term contracts, to job applicants, to student applicants, current and former students, to honorary and associate members and to visitors to the College.

With regard to students, this policy applies, but is not limited to, admissions, to teaching, learning and research provision, to scholarships, grants and prizes and other awards and benefits under the College's control, to student support and welfare, to access to College accommodation and to other buildings, facilities and services, to health and safety, to personal conduct and to student complaints and disciplinary procedures.

The College expects all its members to take responsibility for familiarising themselves with this policy and to conduct themselves in an appropriate manner towards other staff, students (prospective, current and former) and visitors. The College regards any breach of this policy as a serious matter to be dealt with through its agreed procedures and which may result in disciplinary action.

In order to realise its commitment to equality of opportunity and to fulfilling the public sector equality duty, the College will:

- promote the aims of this policy;
- promote equality of opportunity and foster good relations between people who share a relevant protected characteristic and people who do not share it, including tackling prejudice and promoting understanding;
- be proactive in eliminating discrimination, including harassment, victimisation and bullying, through training and the production, dissemination and review of its policies, codes of practice and guidance²;
- demonstrate due regard in decision-making to the requirements of the general duty of the Equality Act 2010, including understanding the effect of its policies and practices on equality;
- have regard to its obligations under relevant legislation, and for its policies, codes of practice and guidance to mirror the same and be changed to meet the demands of new legislation;
- whilst acknowledging that they are not legally binding, have regard to any Codes of Practice issued or adopted by the Equality and Human Rights Commission;
- make this policy, as well as all codes of practice and guidance, available to all staff, students, contractors and suppliers, and visitors, who work, study, live in or visit the College;
- regularly review the terms of this policy and all associated codes of practice and guidance. The policy statement is supported by the College's Code of Practice on Freedom of Speech; Code of Practice on Harassment; and Complaints and Appeals Procedures.

These can be read online at www.jesus.ox.ac.uk/about/public-documents

² The Act includes discrimination by association i.e. being related to, or friendly with, someone with a protected characteristic, or perceiving someone to have a protected characteristic.

The College's Responsibilities

The Governing Body of Jesus College has overall responsibility for setting strategic objectives and for taking all reasonable steps to ensure equality of opportunity and the prevention of discrimination, harassment and victimisation of staff, students and visitors in their relationship with the College.

The College's committees, which report to the Governing Body, are responsible for ensuring that the equality duty and connected policies are embedded in their duties and functions. They are responsible for the development, implementation and review of policies and practices to support the College's equality policy in relation to students, staff, resources, contractors and suppliers, visitors and others closely associated with the College.

College Officers and Heads of Department are responsible for the day-to-day implementation and delivery of the College's strategic objectives for equality and diversity in their own areas of responsibility. All employees with a managerial responsibility have a duty to undertake their responsibilities with due regard for equality and diversity matters. In particular, the Academic Director is responsible for academic staff and students and the Human Resources Director for non-academic staff.

All staff and students within the College have a duty to comply with its equality policies.

Monitoring and Audit

Institutions of Higher Education have a duty to collect and analyse data for equality monitoring purposes, in order to measure the effectiveness of policies. Current Equal Opportunities data regarding recruitment monitoring held at Jesus is incomplete but information on age, gender, nationality, disability and ethnicity is collected for academic and non-academic posts.

Undergraduate and graduate admissions

The college has subscribed to the University's Common Framework for Admissions, whereby data on undergraduate and graduate applications is collected and monitored by the University. It is also considered by Academic Committee.

Undergraduate statistics are available here:

<https://www.ox.ac.uk/about/facts-and-figures/admissions-statistics/undergraduate-students?wssl=1>

Postgraduate statistics are available here:

<https://www.ox.ac.uk/about/facts-and-figures/admissions-statistics/graduate-admissions-statistics?wssl=1>

The College gathers data on the profile and progress of accepted students, including information on ethnicity, disability and gender, which is considered by Academic Committee.

The College's committees meet regularly to consult on, and develop, the College's equality policies and practices. In addition, equal opportunities monitoring data is reported to the Governing Body. At present, the equal opportunities data held by the College for current academic and non-academic staff are incomplete. Applicants to academic and non-academic vacancies are asked to complete recruitment monitoring forms, to enable the College to gather data in relation to its recruitment activities.

Summary of activities completed in 2019/2020 to promote equality and diversity

The College has undertaken a considerable amount of work on equality and diversity matters over the period covered by the previous action plan. There has been working with Target Oxbridge and sponsoring places for black British school pupils to be mentored via this programme. In 2019, we piloted a summer school in collaboration with University Education. This was targeted at disadvantaged school pupils from London who are in year 10 at school. The first year catered to 20 young people, and this will expand to 30 in 2020.

In late 2019 the College teamed up with St Gabriel's College in Camberwell, South London, to create our first London hub. The aim is to expand engagement with Lambeth schools, where we will focus on raising student aspirations, widening access to Oxford and helping students develop the skills required for post-16 education choices and progression.

In 2020, Jesus College began leading a consortium of Colleges, with the University, to tackle sustained under-representation of British Muslims in general, and British Bangladeshi and Pakistani students in particular.

During the 2019/2020 period awareness raising for equality issues. An equality and diversity events group was formed and will take forward events such as these in future years, building a culture of celebrating equality and diversity. The events undertaken sought to cover a variety of equality issues and were part of a regular programme which will continue in future years. These events included showcasing women in College, a Mens Health coffee morning, Black History Month, an LGBT speaker and student based events, The College also trialed film showings which were opened for all constituents of College, the films were aimed at equality based events or subjects. The College continued with themed International cuisine nights and held dinners to celebrate events in different cultures.

Implicit Bias training was provided to GB members and all College staff members undertook equality and diversity and bullying and harassment training on line, several workshops were also offered on these subjects for those who found it easier to learn in a group, facilitated way as opposed to an individual online session. To continue the support offered to staff and keep equality and diversity on the agenda two College Officers have undertaken training to deliver the University Implicit bias course. Before COVID it was planned that sessions would be delivered to staff involved in recruitment, this will now move to later in the year or to next year.

Using data gained from existing staff the College has had initial discussions regarding a the possibility of positive action in the recruitment of Academic staff, to date this has not been adopted but further consideration by the Equality and Diversity Committee will be given to this following the end of the current recruitment freeze.

The Prevent Policy is kept under regular review.

Protected Characteristics

For disability, sex, sexual orientation, gender identity and transgender issues, Jesus College has developed specific policies to ensure equality of opportunity and to prevent discrimination. Where specific policy has not been developed, the general statement below applies.

Age

The general statement ensures that staff or students sharing this protected characteristic are not discriminated against and are encouraged to engage positively in the life of the College.

In accordance with legislation, the College has an Employer Justified Retirement Age (EJRA) policy which applies to Academic staff (Grade 8 and above) and Fellows of the College.

Disability

The College practice and policies have developed to ensure equality for staff and students declaring a disability and have led to the development of the specified policy on disability at Appendix I. The College has adopted the University's Common Framework for Supporting Disabled Students. A copy of the Common Framework Statement is available at <https://www.ox.ac.uk/students/welfare/disability/study>

Gender reassignment

Staff or students sharing this protected characteristic should not be discriminated against and are encouraged to engage positively in the life of the College. Moreover, as part of the policy on sexual orientation and gender identity, the College is committed to providing appropriate positive support for staff or students undergoing gender reassignment whilst a member of the College. The College has a transgender policy.

In considering gender balance within the College, individuals' declared gender will be used in calculations of the female:male ratio.

Pregnancy or Parenthood

The general statement ensures that staff or students sharing this protected characteristic are not discriminated against and are encouraged to engage positively in the life of the College.

Family leave entitlements (maternity, adoption, paternity parental leave and shared parental leave) are available to all members of staff within the College.

With regards to students, the College's policy on intermission of studies specifically allows for a period of suspension without prejudice for students who are pregnant.

Race (inc. ethnic or national origin, colour or nationality)

The general statement commits the College to ensuring that staff, students and visitors are treated equally, irrespective of race.

In relation to Access and Admissions policy, the College continues to work in conjunction with the University of Oxford Admissions Office and the Admissions Executive to encourage applications from under-represented groups, including ethnic minorities.

The College strives to ensure that all staff involved in selection and interviewing candidates for admission are aware of the law and conduct the relevant procedures in manner that is fair, consistent, transparent and open to all.

Religion or belief (including lack of belief)

The general statement ensures that this is not a consideration when determining which students to admit, when employing a new member of staff or when considering promotions for existing staff. The recruitment of the Chaplain is exempt from this, as permitted by statute.

Sex and gender

The College seeks to ensure that all staff and students in the College are treated equally, irrespective of their gender.

Sexual Orientation

The College has a separate policy on sexual orientation and gender identity. This accords with the general statement that an individual's sexual orientation will not be considered when determining which students to admit, when employing staff or when considering promotions for existing staff. The policy on sexual orientation and gender identity also provides detail on how the College seeks to deal with, and eradicate, instances of homophobia.

Marriage and Civil Partnership

Although not subject to all of the general duties, the College recognises the requirement for due regard to ensuring that individuals are not unlawfully discriminated against as a result of their partnership/marriage. The College's general statement provides for this.

Appendix I – Disability

Definition

The College recognises that a disabled person is someone who has a physical or mental impairment, which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

The social model of disability, which accepts that disability is socially created, informs our disability policy. Responsibility lies with the College to identify barriers or elements of social organisation that exclude people on the basis of disability and work towards removing them whenever reasonably possible. Examples of such barriers include:

- Inflexible organisational procedures and practices
- Inaccessible information
- Inaccessible buildings
- Inaccessible transport
- Discriminatory health and social support services.

To aid with the further identification and elimination of such barriers, staff and students are encouraged to disclose their disabilities, as this will help us meet our obligations.

Jesus College Aims

The College seeks to:

- Promote equality of opportunity between disabled persons and other persons;
- Provide a work place and learning environment in which staff, students and visitors are treated with dignity and respect and where discrimination and harassment have no place;
- Create an environment, which is as accessible as it reasonably can be given pre-existing constraints, to disabled students, staff and visitors;
- Promote positive attitudes towards disabled persons;
- Encourage participation by disabled people in all aspects of College and public life;
- Take account of the disabilities of staff, even where this involves treating people with disabilities more favorably than other staff.

In practice, this means that the College must take account of disability equality in every area of its day-to-day work.

Students with a disability

The College attempts to tailor its response towards the needs of individual students with a disability where it is appropriate to do so. Taking a holistic approach to the academic and domestic requirements of each student, the Academic Director will routinely meet with students who have disclosed a disability that requires adjustments to be made and, where appropriate, involve colleagues from the University of Oxford's Disability Advisory Service and departments/faculties.

Records of agreed academic and/or domestic adjustments are held in the Academic Office. The College makes every effort to accommodate the needs of individuals, but at all times adheres to the principle that any adjustments must be reasonable.

The College's policy is to have in place a number of general provisions for students with disabilities, at interview, on arrival and during their time at the College:

1. The College website encourages potential applicants with a disability to contact the Tutor for Admissions and, wherever possible, to visit the College before applying in order to discuss their particular needs and to look at the facilities available.
2. Information on disabilities is taken from UCAS forms for undergraduate applicants and University application forms for graduate applicants to determine where it may be necessary to institute individual arrangements at interview.
3. Disabled applicants who are called for interview are contacted in advance to ensure that any individual interview arrangements required are put in place and that all those invited to interview, whether or not they have a declared disability, are given a further opportunity to disclose any individual needs.
4. In all cases when a prospective or existing student discloses a disability, it is understood that the extent to which that information can be shared is limited by the consent of the student to pass on such information.
5. All new students are given the opportunity to attend a group session outlining the full range of the College's welfare provision. This includes information on student-led initiatives relating to welfare.
6. All new students are strongly encouraged to register with the College GP in order to simplify the process of requesting any adjustments required for examinations as well as ensuring an integrate approach to their welfare whilst they are at College.
7. The Welfare Team are available in College during the week to provide confidential advice and guidance to all students, including those with a disability, whether formally disclosed or not.
8. All students receive an email from the Academic Services Manager at the start of the year which includes an invitation to disclose a disability if they have not previously done so. The advice given is tailored to the individual upon making such a disclosure, but generally, students are encouraged to contact the University's Disability Advisory Service for an appropriate academic, domestic and allowance assessment.
9. The College Library maintains a section on study skills and holds a stock of books on mental health issues, specific learning difficulties, and study skills.
10. The Academic Committee receives and monitors anonymous data supplied by the University, augmented by the College's own data, on students who have either formally or informally disclosed a disability.

Staff with a disability

The College welcomes applications from disabled persons and makes every effort to support disabled employees. The College makes every effort, if employees become disabled, to enable them to stay in employment. The College is committed to ensuring that all employees develop the level of disability awareness needed to make the College's commitment to disability equality work.

The College's policy is to have in place a number of general provisions to encourage disclosure of disabilities amongst both academic and non-academic staff at application, on appointment and throughout their employment with the College:

- I. Job advertisements indicate that the College is an equal opportunities employer and, in the further particulars and (where applicable) application form, applicants

are invited to make a disability disclosure through the submission of an equal opportunities monitoring form. Throughout, assurances are given that the information supplied on that form is not shared with the selection committee.

2. Where applicants are invited for interview they are encouraged to disclose any access or other requirements that they might have. The College is committed to the principle of reasonable adjustment to ensure that all shortlisted candidates are able to attend for interview.
3. On appointment, individuals are invited to disclose any disabilities and are assured that disclosure (or non-disclosure) is not a condition of employment.
4. All new joint appointments with the University of Oxford are required to undergo a health assessment by the University.

Appendix 2 – Sex and Gender

The College aims to advance equality of opportunity and treatment for all people working and studying at the College or applying to do so, and to ensure unfettered access to all services provided by the College irrespective of gender. In order to achieve this, the College will:

1. Take steps to establish a good gender balance in decision-making processes in all areas of the College's activities.
2. Continue research into gender gaps in student admissions and progress.
3. Support the University's research into causes of the gender gap in final examinations.
4. Encourage more women to apply for academic posts, both for College appointments and by supporting the University in this objective for joint appointments.

Students and gender equality

The College is committed to ensuring that all students are admitted and able to achieve their full potential on the basis of academic merit alone. The College aims to provide services and support on a gender-neutral basis, but recognises that the persistence of a gender gap in final examinations requires initiatives to support female students in closing that gap. The College also aims to protect an equal gender balance in the student population, insofar as it is possible to do so without infringing academic integrity, and might do so through the instigation of specific access or widening participation initiatives.

In this context, it is the College's policy to:

1. Further develop its access and widening participation activities in ways to ensure that applications to the College and to Oxford more generally are received from the widest possible field with men and women represented equally.
2. Support the University in the development of an access and widening participation agenda, which, whilst being gender-neutral in terms of outcomes, is tailored to ensure a balance between male and female participation in higher education.
3. Continue to participate in the Common Framework for Colleges and Faculties (www.admissions.ox.ac.uk/news/common_framework.shtml) and continue to be fully committed to the Code of Practice for Undergraduate Admissions (www.admissions.ox.ac.uk/guides/cop.shtml).
4. Support the University in its efforts to ensure gender equality in the admission of graduate students.
5. Continue the role of the Fellow for Welfare and International Fellow as Fellows of the College to specifically represent the diverse needs of students in College.
6. Ensure that resources for non-academic student activities are allocated on a gender-neutral basis.
7. Give due consideration to the need to provide services and resources specific to the needs of individuals, separately.
8. Monitor the gender balance both in terms of population and academic performance, and specifically in relation to final examination performance, through Academic Committee so that proposals can be made to Governing Body to ensure equality in this area.

Staff and gender equality

The College is committed to ensuring that men and women, and those of a non-binary gender, employed by us are treated equally and seek to ensure that there is a good gender balance amongst its workforce. The College supports the staff benefits provided by the University and, as far as possible attempts to replicate similar arrangements for academic and non-academic College-only appointments. In this context, it is the College's policy to:

1. Prefer equal representation of men and women on both statutory and ad hoc committees where it is reasonably practical to achieve.
2. Continue to support the University in the development and progression of its Gender Equality Scheme (www.admin.ox.ac.uk/eop/gender/policy).
3. For each academic post that becomes vacant, consider appropriate mechanisms to encourage a greater number of applications from women than are traditionally received.
4. Ensure that recruitment, progression and promotion are based entirely on relevant criteria, which do not include considerations of gender.
5. Adhere to the principle of equal pay for work of equal value.

Appendix 3 – Sexual Orientation and Gender Identity

The College aims to create an environment in which all staff and students, whatever their sexuality or gender assignment, feel equally welcome and valued, and in which homophobia is not tolerated.

The College recognises the extent of heterosexist assumptions in society, and the existence of homophobia and transphobia. In this regard, it is the College's policy that:

1. Recruitment, progression and promotion of staff is based entirely on relevant criteria, which do not include sexual orientation.
2. Everyone is treated with equal dignity and fairness regardless of their sexual orientation.
3. Homophobic and transphobic abuse, harassment or bullying (e.g. name-calling/derogatory jokes, unacceptable or unwanted behavior, intrusive questions) is a serious disciplinary offence, and will be dealt with under the appropriate procedure as published in relevant handbooks.
4. Homophobic and transphobic propaganda, in the forms of written materials, graffiti, songs or speeches will not be tolerated. The College undertakes to remove any such propaganda as quickly as possible whenever it appears on the premises and to take action against those responsible.
5. The College will provide a supportive environment for staff or students who wish it to be known that they are LGBTQI¹. However it is the right of individuals to choose whether they wish to be open about their sexuality in College. To 'out' someone, whether staff or student, without their permission is a form of harassment, and will be treated as such.
6. Assumptions will not be made that partners of staff and students are of the opposite sex. Whenever possible, workplace benefits will apply equally to same-sex partners.
7. The College welcomes and will provide appropriate facilities for LGBTQI student and staff groups.
8. LGBTQI issues will be included in all equality training, internal attitudinal surveys, monitoring of complaints of harassment etc. and the results published.
9. Staff and students undergoing gender reassignment will receive positive support from the College to meet their particular needs during this period.
10. Recognition is given that LGBTQI students come from diverse backgrounds and the College will strive to ensure that they do not face discrimination either on the grounds of their sexual orientation or with regard to other aspects of their identity.

¹ LGBTQI: Lesbian, Gay, Bisexual, Transgender, Queer and Intersex.

Appendix 4 - Jesus College Policy on Transgender Issues

The objective of this policy is to protect all employees and students of the College from discrimination or harassment connected with any aspect of one's gender. It seeks to ensure that Jesus College is a place where gender non-conforming ideas, feelings, performance, behaviour and identity are respected and any good faith decision to transition is fully supported.

The first point of contact for a student wanting to come out as trans at College is the Academic Director, Dr Alexandra Lumbers (academic.director@jesus.ox.ac.uk). Other members of staff, such as those in the Welfare Team, may also be approached. Any staff member wishing to transition, or to discuss their gender identity in confidence, may do so with the Academic Director (academic staff) or HR Director. The staff/student's wishes and needs will be respected at all times, and the process will be staff/student-led. If the member of staff/student wishes to go through the process of changing their name and gender officially, any of those named above will work with the student or staff member and other relevant members of college so that the staff member/student has as little stress placed upon them as possible.

We acknowledge that some students may have concerns about coming out as trans (perhaps regarding those at home finding out, or about visas if they are an international student) and we can certainly be flexible in coming to arrangements on such issues if they are raised. Students requiring time away from their studies for medical reasons should feel free to mention this to us so that options for deferral and/or suspension can be discussed. All conversations regarding this process will be handled sensitively and respectfully.

Jesus College is understanding of the wide and varying needs of students' and staff members' individual gender identities, and strives to support each student and staff member as much as possible; as part of this, College welcomes constructive feedback to ensure our support is correct. Staff members and students may speak to any relevant member named above to discuss their experiences.

The College supports the University Transgender guide and policy which is available at <http://www.admin.ox.ac.uk/eop/transgender>

Jesus College Equality and Diversity Action Plan
23 February 2021

	Objective	Action	Notes	indicative timescale
1	COVID-19 Planning			
1.1	To ensure that all equality issues, where they arise, are considered in relation to the decision making for COVID planning and returning to normality	Consideration of support for students and staff when they return for Michaelmas term, making reasonable adjustments across all equality strands, as necessary to support, protect and facilitate	Specific needs of BAME students addressed in TT20	<i>termly</i>
2	E & D Committee			
2.1	To embed the newly constituted Equality and Diversity Committee across College so that it makes a demonstrable impact on equality and diversity matters	The Equality and Diversity committee to develop and prepare an action plan for the coming 12 months, identifying the key objectives it seeks to achieve. Equality and Diversity Committee to present annual progress report to GB		
2.2	To raise awareness of equality and diversity issues across College	Implement implicit bias training for recruitment and admissions for Governing Body, academic staff, and appropriate non-academic staff.	Conducted for staff in 2018/19 Implicit bias lecture to GB in MT 19	<i>Annually</i>

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2.3		<p>Encourage participation in equality and diversity issues through a variety of relevant events to raise awareness and reflect diversity within the College The Equality and Diversity Events Group will plan and deliver events throughout the calendar year.</p> <p>Recognize and celebrate diversity</p>	<p>Celebration of women in College (HT19)</p> <p>LGBT speaker and student-based events (HT19)</p> <p>Chinese New Year dinner held in College</p>	<i>ongoing</i>
2.4	<p>To ensure that the College is aware of its gender balance at all levels (students, staff, and fellows) across College.</p>	<p>Implicit bias training Positive action in recruitment suggested and an explanatory paper provided by HR Director. Positive action not taken forward for academic appointments at the time. Greater diversity in non-academic posts exists Equal representation of men and women on both statutory and ad hoc committees where it is reasonably practical to achieve.</p> <p>To undertake a programme of events to promote equality</p>		

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2.5	To ensure that Jesus College is a place where gender non-conforming ideas, feelings, performance, behaviour and identity are respected and any good faith decision to transition is fully supported	Gender neutral language to be used in college committee documents and publications		<i>ongoing</i>
3	Embedding E & D in College Committee Structure			
3.1	To introduce equality impact assessments for all key decisions and Committee recommendations	The Equality and Diversity Committee to agree a form for assessments and offer guidance on its appropriate use. Take steps to establish a good gender balance in decision-making processes in all areas of the College's activities.		<i>MT 2021</i>
4	Admissions: Access work			
4.1	Continue to monitor and consider ways of reducing equality gaps in Admissions	Consider the priorities of the College's Access Fellow with regard to encouraging applications regardless of background E & D committee to receive annual access Access Fellows report. Continue research into gender gaps in student admissions and progress. Support the University's research into causes of the gender gap in final examinations.		

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		<p>Assess College's performance against University-wide performance and targets on disability, ethnicity, gender, and relative disadvantage (UCAS bands A/B).</p> <p>Participate in Target Oxbridge</p> <p>Participate in UNIQ and UNIQ+</p> <p>Further develop work to encourage applications for undergraduate study from mature students</p> <p>Carry out and report on the statutory duty regarding Gender Pay</p>		
4.2	To increase Access work with BAME pupils in order to encourage more undergraduate applications	<p>Access Fellow to lead a new consortium focused on British pupils with Bangladeshi and Pakistani heritage</p> <p>Set up a new BAME Summer School for up to 75 participants a year for 5 years</p> <p>New black community project in Wales for years 3-13</p> <p>Work with two new schools' consortia in South London – Little Stems in Oval, and a new multi-borough project led by alumna Clare Williams</p>		<i>ongoing</i>
4.3	To increase diversity amongst, and retention of, offer holders	To encourage selection of candidates who would benefit from the University's		<i>From MT19</i>

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		<p>Opportunity Oxford and Foundation Oxford programmes</p> <p>Support Academic Committee's agreement to review policy on those who fail to make their conditional offers in terms of access, equality and diversity issues</p>		<p><i>Completed</i> <i>MT20</i></p>
5	Recruitment			
5.1	To review the College's collection of staff (academic and non- academic) recruitment data	Conduct annual equality audit.		<i>annually</i>
5.2	To encourage more women to apply for academic posts, both for College appointments and by supporting the University in this objective for joint appointments.	<p>Exploring the use of positive action in recruitment</p> <p>Implicit bias training for interviewers</p> <p>Mixed recruitment panels</p> <p>Push for gender balance on shortlisting</p>		<i>20/21</i> <i>academic year</i>
6	Staff Development			
6.1	To advance equality of opportunity between people from different protected groups, identify areas for improvement, and engage with groups of people with protected characteristics to encourage participation in areas where representation is low.	<p>To encourage a gender balance in academic and non-academic staff</p> <p>Introduce new measures to ensure complete collection of equality data</p> <p>Monitor gender and ethnicity in contract type</p> <p>Regular review parental and caring policies to ensure the promotion of equity</p>	No available Conference of College data for benchmarking	

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		<p>Receive gender pay gap report</p> <p>Encourage the collection of data for salaried academic fellows</p>		
6.2	To ensure professional development support for fellows	<p>To encourage applications for promotion within the University (recognition of distinction and merit awards)</p> <p>Extension of research allowance for caring responsibilities to facilitate conference participation.</p> <p>Flexible return to work opportunities exist</p>		
6.3	To ensure professional development, retention of, and support for, non-academic staff	<p>Monitor staff access and take-up of professional development activities/training</p> <p>Periodic review of relevant policies</p>	<p>English language lesson for staff is already provided</p> <p>Updated college maternity/paternity policy in MT19.</p>	<i>periodically</i>
6.4	To promote staff well-being and health	<p>Care First are employed by the College as an Employee Assistance Provider. Guidance documents from Care First are provided on the intranet. They provide 24/7 support to all staff - 0800174319</p> <p>Those with joint appointments can access the University's Occupational Health Service.</p>	Men's Health coffee morning in 2019	<i>ongoing</i>

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6.5		To discuss with BAME staff access to welfare services		
6.6		Apprenticeships and internships		
7	Disability			
7.1	To review and improve accessibility and support for those with disabilities – in, joining and visiting the College	<p>Equality and diversity group to review the disability audit and identify actions as necessary</p> <p>Ensure compliance with the University’s Common Framework for supporting students with disabilities. Ensuring implementation of student support plans</p> <p>Identify and implement reasonable adjustments, as necessary, to support members of College with a disability.</p>		
7.2	To have in place a number of general provisions to encourage disclosure of disabilities amongst both academic and non-academic staff at application, on appointment and throughout their employment with the College.			
7.3	To keep disability access on the agenda (existing and Northgate) including involvement in the upcoming disability audit.			

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8	Race Equality			
8.1	To enact the College's commitment to eliminating unlawful racial discrimination, promoting equality of opportunity and good relations between people of different racial groups	<p>To undertake a programme of events which seek to raise awareness of racial equality amongst the College community. These events involve all of the different constituent groups of College and aim to build a shared awareness of issues of race and racial inequality.</p> <p>Implicit bias training will continue to be provided on an ongoing basis across College to challenge bias not just in recruitment but in all interactions in College and outside.</p> <p>College imagery will be balanced across equality strands so that the shared awareness of our aim to be a diverse College is reinforced.</p>	Black History Month Celebrations	<i>ongoing</i>
8.2	To promote the development of specific academic support for BAME staff and students	Scholarships for BAME (UG & PGT) students	<p>Martindale-Clarke Bursary for Black (British) students established in MT20</p> <p>Development Office and Academic Office seeking funds for PG support</p>	<i>ongoing</i>
8.3	To address the college specific objectives of the University Race Equality Charter Mark action plan https://edu.admin.ox.ac.uk/race-equality-charter	Colleges to revise their induction material for incoming students to include equality and diversity and specifically race equality		

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8.4	To improve the overall experience of BAME students in College	Hold annual focus groups with BME students on their experience		
8.5		Monitor use of welfare services by BAME students		
8.6		Work with JCR and MCR to identify and address BAME students' distinct needs, such as feelings of isolation. Develop protocol to address the reporting of incidents of racism		
9	Harassment			
9.1	To keep under review the Harassment Policy and Procedure for staff and students	To meet the aim of the general equality duty to eliminate discrimination, victimisation and harassment by establishing clear and fair procedures by which any complaint about a breach may be investigated and resolved. To put in place specific mechanisms to address discriminatory practices, such as sexism, racism, homophobia, and transphobia. What are the reporting lines? What documentation should be kept and actions taken?		<i>ongoing</i>
10	Prevent Duties			
10.1	Keep under review the College's policies in relation to its Prevent duties	To ensure that policies relating to statutory Prevent duties do not undermine our statutory Equality duties.		<i>ongoing</i>

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11	Community Engagement			
11.1	To engage with the diverse Oxford community	<p>Seek out opportunities to engage the Oxford community: local schools and BAME communities</p> <p>Encourage a more diverse pool of Oxford residents to participate in College activities</p> <p>Look for good practice amongst Oxford's other employers</p>	<p>BHM: had local black theatre group participating.</p> <p>Digital hub events</p>	
12	Physical Environment			
12.1	To promote consideration of matters of equality in the design of college spaces	Availability of gender-neutral ablution facilities		
12.2	To ensure the Common Rooms reflect the College's commitment to equality and diversity	The creation of gender-friendly spaces should be a central consideration in the refurbishment of the Upper and Lower SCR.		
12.3	To ensure the portraits in the Hall reflect the College's commitment to equality and diversity	To support plans to diversify the portraits in the Hall		
12.4	To keep ensure new developments such as Northgate House reflect in the design and decoration the College's commitment to equality and diversity	<p>See note under disability access</p> <p>Recommend commissioning or purchasing of artwork to reflect equality commitment</p>	Note issues around the Bar.	