

**GENDER EQUALITY SCHEME  
ACTION PLAN  
JUNE 2007**

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**Appendix B**

**[1] Gender Equality : Promotion**

<b>Key Area/Objective</b>	<b>Key Staff</b>	<b>Timescale</b>	<b>Reporting To</b>	<b>Comments</b>
Actively promote the Gender Equality Scheme through <ul style="list-style-type: none"><li>• Awareness raising sessions and information</li><li>• Promotional materials</li><li>• College marketing</li></ul>	HR, HOS, Student Services	Ongoing	Executive Equality Group Strategic Forum	

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**[2] Gender Equality : Students**

<b>Key Area/Objective</b>	<b>Key Staff</b>	<b>Timescale</b>	<b>Reporting To</b>	<b>Comments</b>
Promote the College as an inclusive learning environment where students can access the College and all aspects of the curriculum based on their needs and aspirations	Marketing Gender Equality Sub Group	Ongoing	Executive Equality Group Strategic Forum	
Ensure that there are no gender barriers in relation to :- <ul style="list-style-type: none"> <li>• Pre-entry guidance</li> <li>• Admission</li> <li>• Learning and teaching</li> <li>• Assessment/examination</li> <li>• Progression</li> </ul>	Student Services HOS Curriculum TLs All teaching staff Quality Manager MIS Manager CSS staff	Ongoing	Executive Equality Group Strategic Forum	
Review all policies and procedures to students to ensure compliance and consistency with gender equality	Policy Manager Policy authors	Sept 2009	Executive Equality Group Strategic Forum	
Apply a gender free approach when dealing with any compliant or disciplinary issues (under the terms of the Student Code of Conduct)	Executive HOS Student Services	Ongoing	Executive Equality Group Strategic Forum	
Elicit student views on matters relating to equality (including gender)	Customer Care Group Gender Equality Group MIS Manager	Ongoing	Executive Equality Group Strategic Forum	
Encourage representation on committees and other Dundee College groups, irrespective of gender	HOS Curriculum TLs	Ongoing	Executive Equality Group Strategic Forum	

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**[3] Gender Equality : Staff**

<b>Key Area/Objective</b>	<b>Key Staff</b>	<b>Timescale</b>	<b>Reporting To</b>	<b>Comments</b>
Promote the College as an inclusive employer where there are no barriers to : <ul style="list-style-type: none"> <li>• Employment</li> <li>• Promotion</li> <li>• Remuneration</li> <li>• Benefits</li> <li>• Educational opportunity</li> </ul> through either direct or indirect discrimination on the ground of gender	HRD Manager	Ongoing	Executive Equality Group Strategic Forum	
Review all Human Resource policies and procedures to ensure compliance and consistency with gender equality	HRD Manager	Sept 2009	Executive Equality Group Strategic Forum	
Elicit staff views on matters relating to equality (including gender)	HRD Manager Customer Care Group Gender Equality Group	Ongoing	Executive Equality Group Strategic Forum	
Encourage representation on committees and other Dundee College groups, irrespective of gender	All college managers	Ongoing	Executive Equality Group Strategic Forum	

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**[4] Gender Equality : Service Providers**

<b>Key Area/Objective</b>	<b>Key Staff</b>	<b>Timescale</b>	<b>Reporting To</b>	<b>Comments</b>
Contract with providers who apply equal opportunities in their organisations	All college manager	Ongoing	Executive Equality Group Strategic Forum	
Promote our Gender Equality Scheme to these providers	Marketing	Ongoing	Executive Equality Group Strategic Forum	
Provide opportunities for feedback to the college	Executive	Ongoing	Executive Equality Group Strategic Forum	

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**[5] Gender Equality : Impact Assessment**

<b>Key Area/Objective</b>	<b>Key Staff</b>	<b>Timescale</b>	<b>Reporting To</b>	<b>Comments</b>
Carry out gender equality impact assessments on relevant policies, procedures, plans and practice	Policy Manager Policy authors	Sept 2009	Executive Equality Group Strategic Forum	

**[6] Gender Equality : Monitoring and Evaluation**

<b>Key Area/Objective</b>	<b>Key Staff</b>	<b>Timescale</b>	<b>Reporting To</b>	<b>Comments</b>
Establish a framework for monitoring and evaluating the Gender Equality Scheme Action Plan	Gender Equality Sub Group	Sept 2007	Executive Equality Group Strategic Forum	