

Equality Impact Group (EIG)



Schedule of Meeting dates and venues:

Date	Venue based in the Education Centre:	Time
13 March	Seminar 4	1330 – 1500
18 April	Seminar 4	0900 -1030
23 May	Main Lecture	0900 – 1030
27 June	Seminar 4	1430 – 1600
25 July	Seminar 4	0900 – 1030
22 August	Seminar 4	0900 – 1030
19 September	Seminar 4	0900 – 1030
21 November	Seminar 4	0900- 1030
23 January 2020	Seminar 4	0900 - 1030

Administrative support for the Equality Impact Group will be provided by the Operational Lead for Equality and Diversity, Hazel Pither, whose duties in respect of this include:

- Agreement of agenda with Chair and attendees;
- Preparation, collation and circulation of papers;
- Encouraging attendance of members to each meeting;
- Minute taking;
- Keeping a record of matters arising and issues to be carried forward and ensuring that action points are taken forward between meetings;
- Maintain an attendance register;
- Arrange meetings for the Group, with a published timetable 12 months forward;
- Advising the Group on pertinent issues and areas of interest.

Contact:

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