

CITY UNIVERSITY OF HONG KONG
JOCKEY CLUB COLLEGE OF VETERINARY MEDICINE AND LIFE SCIENCES
BVM
DIVERSITY, EQUITY AND INCLUSION SUB-COMMITTEE

2nd Meeting - Minutes (2022-23)

Date: 20 Dec 2022

Time: 11 am – 1 pm

Venue: Room 1B-G04, G/F, Block 1, To Yuen Building & via Zoom
<https://cityu.zoom.us/j/94907552157> (ID 949 0755 2157)

Present

Chair:	Dr. Alan McELLIGOTT,	Associate Professor (PH)
Members:	Prof. Vanessa BARRS	Acting Dean and Director of Veterinary Affairs (JCC)
	Dr. Pawel Beczkowski	Assistant Dean and Director of Veterinary Affairs (JCC)
	Dr. Rebecca PARKES	Assistant Professor (VCS)
	Dr. Wenlong CAI	Assistant Professor (PH)
	Ms. Devika SURESH	BVM student
	Mr. Khizar HAYAT	Early Career Researcher Representative
Apologies:	Prof. Olivier SPARAGANO A	Acting Head and Professor (PH)
	Dr. Cherry LEE A	Scientific Officer (JCC)
	Mr. Darrian LEUNG	BVM student

Item #		Assigned to
Review Meeting 1 Minutes		
M1	<ol style="list-style-type: none"> 1. The Committee reviewed Meeting 1 Minutes. 2. The Committee discussed and agreed that the clerical staff should have flexibility to reply the email during non-working hours. 3. The Committee agreed to enhance awareness of staff that there is no need to reply to emails during non-working hours, especially junior staff. 	
Review and Approve JCC BVM DEI Action Plan		
M2	The Committee reviewed and discussed the whole action plan. Some wording edits were approved.	
Get CityU and JCC level HR Support for JCC BVM DEI Committee		
M3	The Committee discussed that CityU HR level support will be needed if an equal pay audit of JCC is to be carried out.	
The ToR New Members Update and the Text Minor Modification		
M4	The Committee agreed the new minor edit to the Terms of Reference text. "The number of male and female members will as near as possible to equal."	
New Member Invitation		
M5	The Committee agreed to invite one new member from BMS. The staff person is involved in teaching several BVM courses.	
Update on Cultural Exchange Oasis		
M6	The Chair reported that he had an introductory meeting with the Cultural Exchange Oasis staff on 16-12-2022.	
Update on Ablution Space		
M7	Mr. HAYAT reported on space for ablution, which was raised by Dr. McElligott with the Campus Development Office. There had been a long-standing issue regarding limited ablution space before prayers. Mr. HAYAT reported that the Campus Development Office approved the	

	provision of additional ablution space by June-July 2023.	
Update on Nursing Mother Space		
M8	Dr. PARKES reported that two new breastfeeding rooms are available from October 2022 in LI building. Dr. PARKES reported that the request for breastfeeding facilities in TYB and AC1 will be discussed at the Staff Welfare Committee meeting, February 2023.	
Update on Cantonese-only Speakers Used for some Fieldtrip		
M9	The Chair reported that the problem of Cantonese-only speakers used on some field trips had been resolved. Detailed advice was provided to staff at VCS and PH staff meetings.	
Sexuality, Culture, Diversity Course		
M10	Ms. SURESH reported that students could take two to five elective GE courses depending on their level of interest. Prof. BARRS explained that the availability of the GE course depends on the services cooperation unit, but not provided by the BVM development unit.	
DEI Training		
M11	<p>The Committee discussed the possibility for most Year 5 BVM students to attend a new diversity online showcase, in February 2023.</p> <p><u>ACTIONS:</u></p> <ol style="list-style-type: none"> 1. Dr. Parkes to contact the DEI training course provider to discuss how many availabilities to CityU and distribute to the DEI committee. 2. Potentially provide a link next to the BVM DEI Newsletter if there are places available. 	<p>Dr. Rebecca PARKES</p> <p>Dr. Alan McELLIGOTT</p>
JCC BVM DEI Website Review		
M12	1. The Chair invited everyone to review the JCC BVM DEI website and email him with about potential improvements to layout.	
Routine CityU Training in Cantonese		
M13	1. This topic will be move to the next JCC BVM DEI meeting.	
CityU Professional and Personal Development		

M14	2. This topic will be move to the next JCC BVM DEI meeting.	
Date and Time of Next Meeting		
M15	<ol style="list-style-type: none"> 1. The Committee agreed that next meeting would be held in seminar B (late March 2023). 2. The Committee agreed that adopt the "Doodle" to vote with the exact date and time for the next meeting (early January 2023). 	
Any other business		
M16	None.	
M17	The meeting was finished by approximately 12.15 pm.	