

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

4th Meeting - Minutes

Date: 20 June 2023
Time: 1 p.m. – 2 p.m.
Venue: Room 1B-503, 5/F, Block 1, To Yuen Building & via Zoom
<https://cityu.zoom.us/j/93872537782> (ID 938 7253 7782)

Present

Dr. Alan McELLIGOTT (Chair)
Prof. Vanessa BARRS
Dr. CAI Wenlong
Dr. CHOW Kwan Ting
Dr. Eloi GUARNIERI
Mr. Khizar HAYAT
Early Career Researcher Representative
Dr. Cherry LEE
Prof. Olivier SPARAGANO
Ms. Devika SURESH
BVM student Representative (JCC)
Secretary:
Mr. Gary LEE
Supervisory Executive Officer (JCC)

Apologies:

Dr. Pawel BECZKOWSKI
Mr. Darrian LEUNG BVM student representative (JCC)

In attendance

Miss Shirley LEUNG
Executive Assistant (PH)

Item #		Assigned to
Welcome New Sub-Committee Member		
M1	<ol style="list-style-type: none"> 1. The Chair welcomed all Members and Dr. GUARNIERI as new Member from VCS to the 4th Meeting of DEI Sub-Committee. 2. Dr. GUARNIERI gave a short self-introduction to all Sub-Committee members. 3. The Chair, on behalf of Sub-Committee, expressed appreciation to Dr. Rebecca PARKES, Miss Shirley LEUNG and also Mr. Danny WONG (the web master of non-member of Sub-Committee) for all their dedicated contribution and hard work to the Subcommittee. 	
Review Agreed Action from the Meeting 2 Minutes		
M2	<ol style="list-style-type: none"> 1. The Subcommittee reviewed the agreed actions from the meeting 3 minutes. 2. Ms. SURESH shared her views on the training workshop that was very informative while she enquired if the training could be mandatory to students. The Chair suggested that one session for each cohort of academic year could be proposed and considered 3. For nursing mother space, Dr. LEE reported that one new breastfeeding room located at P5518 was under renovation. 4. The Chair reported that AAVMC agreed to run the unconscious bias training at the coming Semester A. <p>Meanwhile, Dr. Larry NG of SDS was assisting the Subcommittee in finding any possible local programmes such as from some local companies or EOC to organize the unconscious bias training tentatively at Semester B with the cost about HK\$7,500 that would be a 6-hour CPD for faculty.</p>	<p>Done – arranged.</p> <p>Done – arranged. To be held on Sep 26th, 8 am.</p> <p>HK organisation engaged to provide DEI training in semester B. More details to follow at a later date.</p>
DEI Training from Human Resources Office, CityU		
M3	<ol style="list-style-type: none"> 1. The Secretary reported that Human Resources Office had acknowledged the request from DEI and would explore any training courses to be arranged at the 4th quarter of 2023 if possible. 	To be checked by Gary.
CityU – Key Issues in Teaching Series (KIITS), Module 5, Diversity and Inclusion		

M4	<ol style="list-style-type: none"> 1. Professor BARRS stated that all new faculty members are required to complete the KITTS modules within 18 months of their appointment (unless they have already have a recognised tertiary level teaching qualification). 	
Revision of the JCC BVM DEI website		
M5	<ol style="list-style-type: none"> 1. Dr. CHOW and Dr. GUARNIERI shared their views on the JCC BVM DEI website regarding the categorization of the topics and possible ways for people to find the information easier and would circulate the suggestions later. 2. To make the DEI information more accessible, a suggestion of sub-sessions/categories include: <ul style="list-style-type: none"> - DEI Awareness and Impact - DEI in the Veterinary Profession - Gender and Sexuality - Parenthood - Race and Ethnicity - Religion and Culture - Socioeconomic Status - Disabilities, Disorder and other Health Condition - DEI Resources from other Organizations 	<p>Website revisions almost complete. Currently under review by the subcommittee and due for public release in the near future.</p>
Report from Early Career Researcher Rep		
M6	<ol style="list-style-type: none"> 1. Mr. HAYAT mentioned that support mechanisms and contact persons for helping postgraduates in relation to their problems and issues such as health insurance, are not clear. 2. Professor BARRS advised that the Associate Dean (Research) currently vacant and Dr. Terrence LAU, Associate Dean (Post-graduate programme) are roles that are important points of contact and support for postgraduate students. 3. Professor BARRS mentioned that the JCC's draft strategic plan includes a proposal for increased mentorship and training for PhD supervisors. 	

	<ol style="list-style-type: none"> Professor SPARAGANO suggested that the 'Welcome Booklet' in PH could be circulated for helping this matter. The Chair shared that Dr. FLAY and Dr. LI were the faculty members who are responsible for VCS and PH at the departmental level. In addition, Mr. Frankie WONG of JCC was the administration staff for also assisting postgraduates. 	
Report from BVM Student Reps		
M7	<ol style="list-style-type: none"> Ms. SURESH expressed her concerns on language problems as EMS speakers used Cantonese while she preferred English to be the first priority so that she would not seek her classmate's help for translation. Professor BARRS commented that it is a requirement for all CityU teaching on campus and on field trips to be performed in English. She suggested that Ms. SURESH write an email about this matter for College's attention/follow up. 	To be checked by Professor BARRS and Dr. Cherry LEE.
Update on Ablution Space		
M8	<ol style="list-style-type: none"> Mr. HAYAT reported that he received an email of 18 May 2023 regarding the new ablution space, and conveyed the update to relevant people. Mr. HAYAT also reported that the facilities of the new ablution space was ready for use while the old ablution space would need maintenance. 	
Guidance on Religious Clothing and Beliefs, the Royal College of Veterinary Surgeons (RCVS)		
M9	<ol style="list-style-type: none"> Topic moved to the next JCC BVM DEI meeting. 	Dr. BECZKOWSKI.
Seminar Speakers – Gender and Ethnicity Balance in Sem B 22/23 Seminar		
M10	<ol style="list-style-type: none"> The Chair reported that Professor Jayne HOPE agreed to provide a DEI seminar- Athena Swan Gold - Roslin Institute in Semester B (23/24). 	Seminar to be held on 08/02/2024. 4 pm
Disability-Specific BVM DEI Team		
M11	<ol style="list-style-type: none"> Prof. SPARAGANO reported that emails were sent by the Student Development Services to all students and to invite the BVM SEN 	

	students to join the Disability-Specific BVM DEI Team as a Sub-Committee for providing a better support for the students.	
CityU Professional and Personal Development		
M12	<ol style="list-style-type: none"> 1. Prof. SPARAGANO provided an update on English-speaking trainers and reported that the professional and personal staff development provided by the Human Resources Office (HRO) would be cancelled because of not having enough staff enrolment. 2. In response of the above, Professor BARRS and the Chair suggested to find out the minimum number for cancellation for events or workshop. 	To be checked by Prof. Sparagano
Any other business		
M13	<ol style="list-style-type: none"> 1. Professor BARRS shared with the Subcommittee that College has a BVM Common Room available for the coming Semester for BVM students for study and social space. 	
M14	<ol style="list-style-type: none"> 1. Dr. GUARNIERI enquired about the mental health for students and any related training (knowledge and skills) for staff. Prof. BARRS and the Chair advised that the Student Development Service and Dr. Larry NG of SDS and his counselling team, provide a comprehensive range of support. 	
M15	<ol style="list-style-type: none"> 1. The meeting was finished around 1:55 pm. 	
Date and Time of Next Meeting		
M16	<ol style="list-style-type: none"> 1. Date of the next meeting will be announced in due course. <p><u>Post-meeting Update</u></p> <ol style="list-style-type: none"> 1. The next JCC BVM DEI 5th meeting (hybrid meeting) will be held on 12 September, 2023 (Tuesday) from 1 p.m. to 2 p.m. 	