



Lincoln College
UNIVERSITY OF OXFORD

Annual Report on the Equality actions taken in 2021-2022

The College's Equality Committee is responsible to the Governing Body for the promotion, development, implementation, monitoring, prioritisation and review of Equality and Diversity matters in relation to employees, students, visitors and others closely associated with the College.

The members of the committee include the Bursar, Rector, Domestic Operations Manager, Senior Tutor, Student Support Advisor, Chaplain, Human Resources Manager, Harassment Advisor, the Anti-Racism Advocate, the Presidents of the JCR and MCR, JCR Equality Representative, MCR Equality representative, Staff representative.

The Equality Committee is chaired by the Bursar and meets once per term in seventh week and reports regularly to the Governing Body.

This annual report provides details of the actions that have taken place during the course of the year from June 2021 - June 2022.

For the duration of this reporting period, the UK, and the world, has been coming through the COVID-19 pandemic, and after the previous 12 months of on-line equality committee meetings, Michaelmas term saw the resumption of face-face meetings but some events were still restricted or unable to take place due to ongoing restrictions.

Single Equality Scheme & Objectives

The College's current single Equality Scheme and action plan for 2022 - 2025 has been drafted and taken to the Trinity term Equality Committee for approval. Once Approved it will be available on the College Website and will be circulated to Fellows, staff and students.

As part of the updated Single Equality Scheme, the the College has expanded it's specific Equality Objectives to be published on the College website and are ongoing objectives:

- To eliminate any racial discrimination and promote racial equality
- To accommodate, where practicable, religious observances as requested by Students, Fellows, and Staff
- To improve disabled support and facilities within the College and to have a comprehensive summary of all available facilities
- To promote sex equality in the workplace

Race

Anti-Racism Commission

The College formed the Anti-Racism Commission (ARC) in June 2020 during the period when protests were taking place across the world at the killing of George Floyd and against institutional racism, in order to rededicate the College to listening to and supporting those in the community who have directly experienced racism.

At a special meeting of Governing Body on 7 January, 2022, College was pleased to welcome the Commission's Chair and to receive the Anti-Racism Commission's report. Ms Naik summarised the Report's aims as having been 'to identify barriers to race equality and to eliminate racism in the College; to encourage people from black and ethnic minority backgrounds to apply as students and staff to Lincoln; and to increase and foster the academic and career progression of those who are black or from an ethnic minority'. She commended the 'clear appetite on the part of the College to effect change' along with the Report's call for 'a more pro-active and anti-racist focus to the College's core purposes of teaching and research'.

Central to the Report was its encouragement to embed anti-racist awareness and practice at all levels in the College. To that end, at its meeting on 26 January, 2022, Governing Body delegated each of the Report's recommendations to one of the several Committees responsible for the various aspects of Lincoln's academic and operational life, with a request to consider each recommendation in depth and to recommend appropriate action on it to the College.

At the same meeting, it was also resolved to publish the Report's recommendations on the College's website. These recommendations are also featured in the College's Single Equality Scheme Action Plan:

Recommendation 9

'Continue the monitoring, recording, and reporting of welfare needs in general. Specifically, the College should find a more suitable and superior room for its Multi-Faith Prayer and Quiet Room.'

Action: The multi-faith prayer room (currently in Staircase 16) to be relocated to Fellows' Guest Room C and its use reviewed after one year.

Recommendation 12

'The College should, at a minimum, have a strong and prominent statement encouraging applications from BME candidates in all job advertisements and further particulars.'

Action: The following sentence to be added to the Equality statement in advertisements and further particulars for academic posts: 'Applications are particularly encouraged from women and black and minority ethnic applicants, who are under-represented in academic posts in Oxford.'

Recommendation 14

'For all staff given a formal annual review, the College should include in that process a question or space in discussion for issues of race to create a safe, embedded opportunity for airing concerns or complaints relating to race, or for discussing positive steps taken in relation to it in the workplace; this would also allow a structured way for line-managers to review targets and address the "due regard" and "fostering good relations" requirements of the Public Sector Equality Duty. Serious thought should also be given to whether and how such an aim could be addressed with Fellows who have no formal annual review.'

Action (i): The following sentence to be added to Fellow and staff reviews: ‘Do you have any concerns or complaints either within your direct working team, or within the College relating to the protected characteristics of age, disability, gender reassignment, pregnancy and maternity, race, religion and belief, sex, and sexual orientation?’.

Action (ii): At induction, new fellows to be informed that they can at any time discuss matters relating to any protected characteristic with the Rector, the Sub-Rector or the Anti-Racism Advocate.

Recommendation 15

‘The College should consider whether to enhance the level of training, including anti-racism training, for all academic staff and Fellows and whether this should be mandatory.’

Action: College ensures that it continues to require Equality and Diversity training for all new tutorial Fellows who have a role in undergraduate admissions.

Recommendation 17: ‘The College should consider whether regular follow-up (post-appointment) race equity training should be introduced for all staff.’

Action: The College provides annual refresher training (online) and face-to-face equality training for all administrative and domestic staff every three years.

Recommendation 18

‘There should be a target that all persons involved in recruitment and appointment exercises undertake anti-racism training or that this forms a specific part of their equality training.’

Action: All members of recruitment and appointment panels will be provided with (online) Equality and Diversity training.

Recommendations 19 & 20

‘Anti-racism training should be part of induction procedures for all students which the College should have responsibility for overseeing and arranging; responsibility should fall with the College and not with students.’

Action: The College to have oversight and responsibility for freshers’ week training.

Action: Anti-racism training, like consent training, to be integrated as a compulsory component of College Induction for freshers.

Action: Refresher courses in anti-racism to be offered to all enrolled students.

Recommendation 22

‘The next version of the College’s Single Equality Scheme (due for review in 2022) should include an equality objective specific to race and be regularly reviewed by the Equality Committee.’

Action: College to adopt the following equality objective in its Single Equality Scheme: ‘To eliminate any racial discrimination and promote racial equality.’ College notes that this is the

requirement under the Public Sector Equality Duty, and that further detail on how this objective is to be achieved will be incorporated in the Single Equality Scheme, under review in Trinity Term 2022.

Recommendation 26

'All College committees must be proactive in setting and evaluating an anti-racist agenda within their respective remits.'

Action (i): This principle noted and accepted by chairs of all College committees as part of Governing Body's acceptance of the Commission's Report.

Action (ii): The Junior Relations Committee's terms of reference to be updated and to make 'Anti-Racism Initiatives' a standing item on its agendas, under 'Cross-Common Room Matters'.

Recommendation 27

'Recognising its great early success and its obvious contributions to racial awareness at Lincoln, the College should take steps to encourage and embed Lincoln Unites more fully into the fabric of its annual life. Since LU operates with a President and a Committee, a view should be taken on whether it would be advantageous (for visibility), or even necessary (for bookings, funding, and other College support), for LU to register like other clubs and societies through the Senior Dean, Junior Relations Committee, and Governing Body.'

Action: Lincoln Unites registered as a College society in September, 2021.

Action: The Anti-Racism Advocate appointed as formal advisor to embed Lincoln Unites more deeply in the fabric of College life.

Recommendation 30

'The College should monitor and audit seminars/events at College for demographics of invited speakers.'

Action: College acknowledges concerns over the legal difficulties of collecting and holding such data for audit, and reaffirms its view that event organisers continue to be encouraged to keep diversity as an important consideration in their programming decisions. See Action (ii) under Recommendation 26.

In Hilary Term The JCR international students' rep organised group walks to connect people from different cultures.

A screening and Question and Answer session was organised on 18th May for a film called [Hostile which](#) tells the stories of four participants from Black and Asian backgrounds revealing the impact of the UK's immigration policies.

Religion

To address religious observances, the College continues to rebate the kitchen charge for students observing Ramadan when it falls within term time. The kitchen also provides kosher and Halal meals on request.

The College has a multi-faith Prayer and quiet room that is open for all students to use. Due to the pandemic there were significantly less students on-site during 2020-2021 as teaching and learning was forced to move on-line throughout a significant period of the year, meaning that use of the prayer room would have been less than in a standard year. In addition, there were concerns that the location of the prayer room and the room itself was unsuitable so the multi-faith prayer room will be relocated during the summer vacation to Fellows' Guest Room C and its use will be reviewed after one year.

The JCR CRED Reps hosted a Diwali lantern workshop, providing materials, instructions, and informational material on Diwali history and traditions

An Eid dinner was held on Thursday 19th May 2022. The first of its kind within College and was open to both JCR and MCR members with a total of 90 students attending including guests. This was to celebrate the end of the Holy month of Ramadan but was two weeks later from the religious holiday to allow those who are practicing Muslims to celebrate with their families and communities before celebrating within College. The evening began in our Langford room with an Iftar reception. This included dates, which is commonly used to break the fast of Ramadan after sundown, as well as non-alcoholic beverages. Attendees were encouraged to dress for the occasion and it was great to see everyone getting into the spirit of Eid. We then processed into Hall where a special Eid-themed Great Hall menu was served for both the students and High Table. Maria Murad recited the College Grace before a Muslim prayer (extracted from the Hadith) in Arabic and its English translation, this was warmly received by those in attendance. After dinner, attendees were invited back to the Langford room for Chai and baklava. Overall the feedback from the event has been hugely positive and we look forward to holding the event again next year as well as other religious events such as Diwali.

Other events covering religious observations put on by the MCR included:

- Passover Seder held in the MCR, organised by Jewish members
- A Hanukkah event
- Dates and chai tea were made available in the MCR for Iftar by our Food Rep during Ramadan for those participating

Disability

The Mitre complex refurbishment was completed in February 2021 and includes fully accessible rooms that are available for student and guest use.

The Domestic Operations Manager is part of a disability sub-group which is a university wide committee undertaking an audit of all university buildings and colleges which is published on the University website for people with disabilities and/or alternative access requirements to assess the facilities and resources available in and around the Collegiate University. The Lincoln College audit took place in September 2021, with the report being received by the College in January 2022, which went to the Hilary Term Equality Committee and then through to Governing Body. The report in its entirety is available from the Domestic Bursary and outline a number of recommendations on a priority graded system, which will be considered and implemented accordingly.

The College continues to subscribe to, and to signpost staff and Fellows to the Employee Assistance Programme in order to give further support for mental health concerns. During Mental Health Awareness week, from 9th - 15th May 2022, staff received details of University-wide initiatives and workshops they could attend.

Over the past twelve months, a number of members of the decanal team and college office received certified training in Mental Health First Aid.

The new role of Student Support Co-ordinator was introduced from 1st October 2021 and has made an immediate improved impact on the disability support and provision for Lincoln students. The role of Disability Co-ordinator historically sat with the Academic Administrator's post. With a dedicated Student Support Co-ordinator, the processes remain the same, and academic staff see no difference in the way that Student Support Plans are shared, or that Exam Adjustments are made. The new role was created to improve liaison with the Domestic Bursary, and improved communication with the Disability Advisory Service and external agencies.

This academic year has seen a marked increase in students registering with the Disability Advisory Service, which has resulted in long delays in getting Support Plans in place: this is University wide, and involves a rise in second and third year students reporting new disabilities or chronic conditions, as well as new students registering.

Our usual Accessibility Audit was followed by a visit in Michaelmas term from the University's Accessibility Advisor, and Architectural Assistant (Accessibility), with a focus on some specific wheelchair accessibility issues. Suggestions were made and are in the process of being adopted, but it was felt that college has made reasonable expected provision for wheelchair users and those with reduced mobility.

Planning is in progress to provide enhanced access and facilities to students in the College Library with a new lift and accessible toilet being installed.

In Trinity Term the JCR Disability reps helped promote image description text on official Instagram posts.

Accessibility guidelines for the successful planning and running of events were produced by Disability Reps and used by the MCR

Accessibility guidelines for communications with the MCR were created by Disability Reps, eg providing alt-text image descriptions for social media posts

Sexual Orientation

The LGBTQIA+ reps & JCR President arranged for the TransPride flag to be flown for Trans awareness week in Michaelmas Term 2021. They also helped organise the trans day of remembrance memorial

LGBTQIA+ JCR reps organised a joint event with the Lincoln history Society in Michaelmas term

LGBTQIA+ JCR reps organised a networking/social event in conjunction with the entz team in Michaelmas term

LGBTQIA+ JCR reps organised a joint event with the Lincoln history Society in Hilary Term

LGBTQIA+ JCR reps organised a networking/social event in conjunction with the entz team in Hilary Term

LGBTQIA+ JCR reps organised the “queerbook” project to help document people’s experiences at Lincoln in Trinity Term.

LGBT History Month is a month-long annual observance of Lesbian, Gay, bisexual and transgender history and the history of the gay rights and related civil rights movements. Each February the College flies it’s Progress Pride flag in awareness and support of the LGBTQ+ community.

A variety of social/networking events were organized by different people in the JCR, including Cred & cocktails, ‘Ladies of Lincoln’ Pub trip, and Karaoke Tuesgays.

Other events to observe sexual orientation and gender identity held by the MCR LGBTQ+ rep for 2021-22 included:

- LGBTQ+ Drinks at the Jolly Farmers exchange with Harris Manchester, St. Cross, and Jesus
- LGBTQ+ Wine and Cheese Exchange with Harris Manchester, New College, and Reuben
- LGBTQ+ Pub quiz night in the MCR
- LGBTQ+ SexEd webinar given by Brooks Sexual Health Charity
- LGBTQ+ picnic in grove quad
- Pride brunch
- Trans awareness week movie night
- Drag Bingo event
- Organized groups to attend TORCH's queer research seminars 3x
- Distributed a resource list for Trans Day of Visibility

Gender Pay Gap Reporting

Following the government requirement for all employers with over 250 employees to publish their gender pay gap figures by 5th April 2018, and each year thereafter, the College made the decision to publish its figures voluntarily, despite having lower number of employees. This information is published on the College website.

The Gender Pay Gap measures the difference between the mean average hourly pay and the median average hourly pay for men and women employed by the College on 5 April, 2021.

The gender pay gap at 5 April 2017-21 is set out below:

Gender Pay Gap	2021	2020	2019	2018	2017
Mean Average	24.0%	20.1%	19.2%	11.9%	14.4%
Median Average	16.6%	6.4%	16.2%	9.3%	15.6%

By comparison, the Office of National Statistics (ONS) reports that the median gender pay gap in the UK in 2021 was 15.4%. The ONS defines the gender pay gap as being the gap in median earnings; it does not report the gap in mean average earnings.

The table below shows the gender mix in each pay quartile. We have an increase in females in the two highest pay quartiles, compared to last year. We have more females in the lower

quartile mainly because of changes in the gender mix of the outside tutors this year.

Pay Quartile	At 5 April 2021		At 5 April 2020	
	F	M	F	M
Lower	54.4%	45.6%	44.2%	55.8%
Lower Middle	57.7%	42.3%	47.4%	52.6%
Upper Middle	46.2%	53.8%	44.7%	55.3%
Upper	39.7%	60.3%	37.7%	62.3%

The figures are distorted by the fact that, when we apply the required methodology, 140 of our 313 employees (45%) are casual workers, 97 of these being outside tutors.

If we exclude casual workers and outside tutors from the calculation then the mean gap is 20.5% (22.4% last year) and there is no median gap (4.5% gap last year). The ONS reports that in the UK as a whole the gap in median earnings amongst full time employees was 7.4%.

The College has undertaken a number of actions to help narrow the gender pay gap, as approved by Governing Body which are also in the Single Equality Scheme Action Plan:

- To include a woman and a man on short-lists for tutors and other senior academic appointments and where this is not possible for a report to be made to Governing Body as to why it was not possible;
- To continue to use structured interviews and skills-based tasks in recruitment for senior posts;
- To provide salary sacrifice to pay for nursery care;
- To offer mentoring to junior academic staff.

In addition, to encourage more applications from women for academic roles, where women are under-represented, the following sentence has been added to all adverts and further particulars:

‘Applications are particularly encouraged from women and black and minority ethnic applicants, who are under-represented in academic posts in Oxford’.

Recruitment Monitoring Equality Data

Annual recruitment monitoring equality data has been presented to the Equality Committee and published on the College website. Data does not show any particular areas of concern and/or under representation compared to the community average. Due to the ongoing pandemic over the last twenty-four months 2019-20 showed a significant decrease in recruitment due to a reduced turnover in staff, partly due to the high numbers of operational staff being on furlough. 2020-21 shows an increase in recruitment activity as restrictions have lifted and the furlough scheme has ended.

The table below shows the recruitment monitoring of applicants who were appointed during the year 2019-2012 and 2020-2021.

Recruitment Monitoring Comparison

	2019-20	2020-21
	Appointed	Appointed
Number of Applicants	12	25

Number of Recruitment Monitoring forms returned (% of forms returned)		12 (100%)	25 (100%)
Less than 5%			
Sex:			
	Females	42%	40%
	Males	58%	60%
	Declined to specify		
	No response		
Age:			
	Under 18		8%
	18-25	17%	32%
	26-30	33%	20%
	31-35	33%	8%
	36-40	17%	12%
	41-45	9%	8%
	46-50		
	51-55		
	56-60		
	61-65		
	66-70		
	71+		
	Declined to specify		
	No response		
Marriage and Civil Partnership:			
	Married	17%	20%
	Civil Partnership		8%
	Not Married	83%	64%
	Declined to specify		
	No response		8%
Disability:			
	Disability	17%	12%
	No Disability	75%	76%
	Declined to specify		
	No response	8%	8%
Ethnic Origin:			
	White	42%	60%
	Black/Black British	8%	
	Asian/Asian British		16%
	Arab		
	Mixed		
	Other	50%	16%
	Declined to specify		
	No response		8%
Pregnancy and Maternity:			
	Pregnant		
	Pregnant in last year	8%	
	Not Pregnant	92%	76%
	Decline to specify		8%
	No response		
Gender Reassignment:			
	No	100%	92%

	Yes		
	Decline to specify		
	No response		8%
Sexual Orientation:			
	Bisexual	17%	16%
	Gay Man		12%
	Gay Woman/Lesbian		
	Heterosexual	75%	44%
	Other		
	Decline to specify	8%	16%
	No response		8%
Religion or Belief (including lack of belief):			
	Atheism	42%	36%
	Buddhism		
	Christianity	42%	28%
	Hinduism		
	Islam	8%	
	Jainism		
	Sikhism		
	Judaism		
	Spiritualism	8%	
	Other		12%
	Decline to specify	8%	12%
	No response		8%

Lincoln Unites:

Lincoln Unites is a student led initiative that puts together a week of activities in week 2 of Hilary term each year to celebrate and promote equality and diversity across the College. The mission statement of Lincoln Unites is to:

- Celebrate the diversity of Lincoln College.
- Promote inclusivity, respect and unity.
- Foster learning and understanding of groups and intersectionality.
- Bring together a range of perspectives.
- Spark dialogue, reflection and change.

This year the Lincoln Unites week took place with a series of on-line and face-face events due to the ongoing pandemic. The events that took place over the week were as follows:

Lincoln Unites promoted through their Instagram (https://instagram.com/oxlincolnunites?utm_medium=copy_link) and Facebook pages (<https://www.facebook.com/oxlincolnunites>) as well as on the Lincoln College with help from The College Communications Officer.

The events that took place during the Lincoln Unites week were as follows:

Monday

Disability at University Discussion

This was a fantastic panel discussion with three students who shared their experiences of being disabled at university. This included Danni Watts, who is the editor of Oxford's Tabou magazine, Aiden Tsen and Katouche Goll, who are both high-profile advocates for disability awareness.

Tuesday

Discussion with Matthew Haley

We were lucky enough to be visited in person by Matthew Haley (a Lincoln alumnus), who spoke about his life in auctioneering and experiences as a gay man. Here is his bio:

Matthew Haley matriculated in 2000 and following his degree worked briefly for Oxford's Modern Languages Faculty Library. He has been the Head of Bonhams UK Book Department since 2013, having joined the company in 2004. In addition to his work with books and manuscripts, Matthew created a series of Space History auctions during his four years in New York, held a ground-breaking sale of astronomical photographs, sourced prints and multiples in Southern California, and co-curated a cross-category auction focusing on the male form throughout art history. In his time as an auctioneer, Matthew has sold items as diverse as Christopher Columbus' letter back to the Old World, Sylvia Plath's typewriter, and a sledge from Ernest Shackleton's 1909 Antarctic expedition. For the past few years he has appeared as an expert on BBC Antiques Roadshow.

Thursday

Discussion with Adrienne Hopkins, Head of the Oxford University Equality and Diversity Unit
Adrienne joined us via a Teams link which was shown in the Oakeshott Room and spoke about her career in diversity and inclusion and the university's current initiatives. Here is her bio:

Adrienne Hopkins is Head of the University of Oxford's Equality & Diversity Unit (EDU). She first joined the Unit in 2012 as Gender Equality Advisor and took up her current role in 2018. Prior to moving into the Higher Education sector, Adrienne had a 12-year career in international development with Oxfam GB, supporting teams around the world to design, implement, monitor and evaluate programmes on gender equality and governance. Adrienne was diagnosed with ARVC, a form of genetic heart disease, in 2014 which had a profound impact on her life but led to the discovery of her love of birdwatching!

Friday

Screening of Dirk Gently, Discussion with and Live Reading with Arvind David

Arvind David (a Lincoln alumnus), screenwriter and producer, very kindly agreed to speak to us from LA and also recruited two students to perform an unpublished piece of work set in Lincoln! He spoke about his experiences of coming to Lincoln from Malaysia and subsequently moving to the United States. Here is his bio:

Arvind Ethan David is the principal of Prodigal, and a writer and producer. David is writing on Neil Gaiman's Anansi Boys for Amazon, and his new graphic novel Gray is in bookstores everywhere. Arvind has produced many episodes of television and 8 films, most recently Dirk Gently's Holistic Detective Agency for Netflix and BBC America, and the Asian Academy Award-winning The Garden of Evening Mists for HBO. Jagged Little Pill is David's Broadway debut, arising from a "Eureka!" moment in the shower a decade ago. David lives in California with his wife Janine N'jie David and their daughter Odetta.

Saturday

Uncomfortable Oxford Tour

This tour by the organisation Uncomfortable Oxford attempted to provide a new perspective on the legacies of imperialism, class and gender inequalities that can be seen in the fabric of the city. We invited Lincoln students on the Oxford and Empire tour.

Welfare SolidariTea

We teamed up with the Welfare Reps and a representative of the charity SolidariTea, which provides legal aid to refugees, to host this crossover event.

Film Screening

We teamed up with the LGBTQ+ Reps to screen the film *Pride in JCR*. Here is a short description:

Realising that they share common foes in Margaret Thatcher, the police and the conservative press, London-based gay and lesbian activists lend their support to striking miners in 1984 Wales.

Sunday

International Food Fair

Students brought food from their background to share at the International Food Fair. This event also featured a student-led dyspraxia awareness stand.

Tuesday

Discussion with Justin Bengry

This event was being hosted collaboratively by the Lincoln College History Society, Lincoln Unites, and Lincoln's JCR LGBTQIA+ reps, who used it to launch their 'Queer Book' project. It included a discussion with Justin Bengry, the course convenor for the UK's first Queer History MA. Here is a bio:

Dr Justin Bengry convenes the MA Queer History, the first degree of its kind in the world, and is director of Goldsmiths' Centre for Queer History. His research investigates relationships between homosexuality and capitalism, but his work also addresses current policy surrounding the UK's 'gay pardons' and he has extensive public history experience. Dr Bengry's work with Historic England that sought to record, preserve and celebrate the places of queer history in England was featured widely in the national and international press including the Guardian and New York Times. He regularly comments in the media on issues of queer history and the history of gender and sexuality, and has been a historical adviser for the National Gallery and the Queer Britain museum and for television programmes that have aired on the BBC and Channel 4.

University Equality & Diversity Initiatives

The College continues to advertise University Equality and Diversity Initiatives and events by forwarding email communications to all staff and publicising events on College notice boards.

Equality & Diversity Training

On-going equality awareness training takes place during Freshers week and new staff induction.

Alex Spain, Bursar, June 2022