



Equality Impact Assessment

<p>A. Policy/Practice (name or brief description): Postgraduate Programme Review – Guidance notes for Review Team Members</p>
<p>B. Reason for Equality Impact Assessment (delete as applicable):</p> <ul style="list-style-type: none">• Undertaking a review of an existing policy/practice
<p>C. Person responsible for the policy area or practice:</p> <p>Name: Gillian Mackintosh</p> <p>Job title: Academic Policy Officer</p> <p>School/service/unit: Academic Services</p>
<p>D. An Impact Assessment should be carried out if any of the following apply to the policy/practice, if it:</p> <ul style="list-style-type: none">• affects primary or high level functions of the University – Yes• is relevant to the promotion of equality (in terms of the Public Sector Equality Duty 'needs' as set out in the Policy and Guidance)? Yes• It is one which interested parties could reasonably expect the University to have carried out an EqlA? Yes
<p>E. Equality Groups</p> <p>To which equality groups is the policy/practice relevant and why?</p> <ul style="list-style-type: none">• Age• Disability• race (including ethnicity and nationality)• religion or belief• sex• sexual orientation• gender reassignment• pregnancy and maternity• marriage or civil partnership¹ <p>The guidance is applicable to all staff and postgraduate students involved in the internal review process but does not have specific impact on or requirements for any of the protected characteristics.</p> <p>Add notes against the following statements where applicable/relevant:</p> <ul style="list-style-type: none">• On any available information about the needs of relevant equality groups: There is no formal evidence as such regarding the needs of relevant equality groups however formal feedback is gathered from review team members in terms of their involvement in the process and the review method. The PPR review team meet with a representative sample of students during the review visit.• Any gaps in evidence/insufficient information to properly assess the policy, and how this

¹ Note: only the duty to eliminate discrimination applies to marriage and civil partnership. There is no need to have regard to advancing equality or opportunity or fostering good relations in this respect.

be will be addressed: **There is no formal evidence of any gaps.**

- If application of this policy/practice leads to discrimination (direct or indirect), harassment, victimisation, less favourable treatment for particular equality groups: **N/A**
- If the policy/practice contributes to advancing equality of opportunity² **N/A**
- If there is an opportunity in applying this policy/practice to foster good relations: **No**
- If the policy/practice create any barriers for any other groups? **The practice does not create any barriers for any other groups.**
- How the communication of the policy/practice is made accessible to all groups, if relevant? **The guidance will be made available in different formats if necessary.**
- How equality groups or communities are involved in the development, review and/or monitoring of the policy or practice? **Feedback is gathered from School staff and review team members.**
- Any potential or actual impact of applying the policy or practice, with regard to the need to eliminate discrimination, advance equality and promote good relations: **The consideration of different modes of study during the review process can meet the needs of particular groups and encourage their participation. The PPR review team meet with a representative sample of students during the review visit.**

F. Equality Impact Assessment Outcome

Option 1: No change required – the assessment is that the policy/practice is/will be robust.

The Internal Review process and guidance is reviewed on an annual basis. Any amendments are carried out either due to external requirements from the Scottish Funding Council or Quality Assurance Agency or from feedback from review teams and School/subject areas. The guidance highlights the importance of student engagement and involvement in the process to enhance the student experience.

G. Action and Monitoring

1. Specify the actions required for implementing findings of this EqIA and how the policy or practice will be monitored in relation to its equality impact (or note where this is specified above). **The guidance will be monitored by continuing to use the feedback from Schools and review team members.**
2. When will the policy/practice next be reviewed? **AY 2016/17**

H. Publication of EqIA

Can this EqIA be published in full, now? **Yes**

I. Sign-off

EqIA undertaken by: **Gillian Mackintosh, Academic Policy Officer.**

Accepted by: **Sara Welham, Head, Governance and Regulatory Framework Team, Academic Services**

Date: **27 July 2015**

Retain a copy of this form for your own records and send a copy to equalitydiversity@ed.ac.uk

² This question does not apply to the protected characteristic of marriage or civil partnership