



Equality Report

Academic Year 2018-19

Somerville College, Oxford

Contents

1. Introduction	3
2. Review of this academic year (2018-19).....	4
3. Action Plan for 2020	4
4. Equal opportunities data	5
5. Recruitment data.....	6
5.1 Applicant Age.....	6
5.2 Applicant Disability	6
5.3 Applicant Ethnicity	7
5.4 Applicant Gender	8
6. Appointments	9
6.1 Age.....	9
6.2 Gender.....	9
7. Employee Data	10
7.1 Age.....	10
7.2 Disability.....	10
7.3 Ethnicity.....	10
7.4 Gender.....	11
7.5 Governing Body Membership.....	12
8. Student Data	13
8.1 Applicants for Undergraduate Admissions.....	13
8.1.1 Disability	13
8.1.2 Ethnicity	14
8.1.3 Legal sex.....	14
8.2. Student Populations.....	15
8.2.1 Disability profile of on course students for academic year 2018/19	15
8.2.2 Ethnicity profile of on course students for academic year 2018/19	15
8.2.3 Legal sex - on course students for academic year 2018/19.....	16
8.3 On-course withdrawals	16
8.3.1 Disability profile of withdrawals in 2018 entry year	16
8.3.2 Ethnicity profile of withdrawals in 2018 entry year	17
8.3.3 Legal sex - withdrawals in 2018 entry year	17

1. Introduction

This is Somerville College's equality report for the academic year 2018-19.

The scope of data contained within this report relates to the academic community (stipendiary and non-stipendiary), support staff, and undergraduate and postgraduate students.

The report has been prepared by the Human Resources Department and the Academic Office, and has been approved by the Governing Body with whom responsibility for equality and diversity for the College rests.

The report meets the requirement under the Public Sector Equality Duty to publish information on how the College is working to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- foster good relations between people who share a protected characteristic and those who do not.

The characteristics protected under the Act and covered by the Duty are: age; disability; gender reassignment; pregnancy and maternity; ethnicity; religion and belief; sex (gender) and sexual orientation. (For marriage and civil partnerships, public bodies are required to demonstrate due regard to the need to eliminate unlawful discrimination in employment.)

Applicant data is collected anonymously at the point of application. Employee data is then collected upon joining the College and overall employee data is held in the HR system. While data is reviewed and analysed anonymously, our processes allow applicant, appointment and employee data to be separated so that relevant monitoring and assessment can take place.

While equality data is collected for most of the protected characteristics, this report covers gender, age, ethnicity and disability. As a smaller organisation, we believe there is a high risk of individuals being identified if some of the analysed data is published. Nevertheless full anonymised data is available for internal use if this is identified as necessary.

Data for undergraduate and postgraduate students relates to disability, ethnicity and gender.

2. Review of this academic year (2018-19)

The College's previous action plan focused on improving College systems for recording and reporting equality data. This work is ongoing and work on the HR database in particular has focused on improved data entry and extraction, as well as investigation of potential online recruitment methods to make employee life cycle reporting more streamlined.

The Equality Committee has been reinstated and the initial focus will be on engaging all members of the College community to actively contribute equality measures that enhance the experience of all who live, study and work here. Objectives such as reviewing job descriptions and recruitment adverts to eliminate potential bias are underway and guidance is being issued to managers to ensure that equality considerations are embedded in their daily practice.

3. Action Plan for 2020

- Continue to investigate options for online recruitment methods, both to encourage increased disclosure rates through a more user-friendly experience and enhance our ability to extract data provided in an efficient manner
- Use the emerging data being collected on the routes by which staff are hired to inform our advertising and recruitment processes, working with managers to create recruitment practices that aim to enhance diversity throughout their departments.
- Conduct a data-cleanse exercise of all employee records, manual and computerised to ensure data held is relevant and up-to-date.
- Formalise meetings of Equality Committee so that these are held termly, as a minimum.
- Review current induction and new starter processes to ensure that equality awareness and training is included as one of the core elements of new starters processes in all departments.
- Review and refresh unconscious bias training and devise revised sessions, tailored to individual department needs.

4. Equal opportunities data

Recruitment data

The period of data collection for recruitment and selection process relates to vacancies advertised between the period 1 August 2018 to 31 July 2019. During that period, we conducted a total of 21 recruitment processes for College-only appointments, 2 of which were for academic posts and 19 for support staff posts.

It should be noted that some recruitment processes were carried out by the University of Oxford for joint appointments. No equal opportunity monitoring data is available as monitoring is carried out by the University.

In total 250 applications were received and 161 equal opportunity monitoring forms were returned - a response rate of **64.4%**. This is line with last year's return rate of 61.2% but we are continuing to identify mechanisms through which we can encourage a higher response rate, such as online completion.

Appointments

For the period from 1 August 2018 to 31 July 2019, a total of **55** people were appointed through a formal selection or nomination process (37 academics and 18 support staff), lower than the previous year's figure of 64 appointments. In addition, 100 casual workers were engaged during the period, a significant increase from last year's figure of 54.

Employee data

The data for academic and support staff employed was taken from a snapshot from the human resources database on **16 October 2019**. On that date there were **260** employed staff in post (excluding casual workers) of which 143 held academic appointments (stipendiary and non-stipendiary) and 117 held support staff posts.

Student data

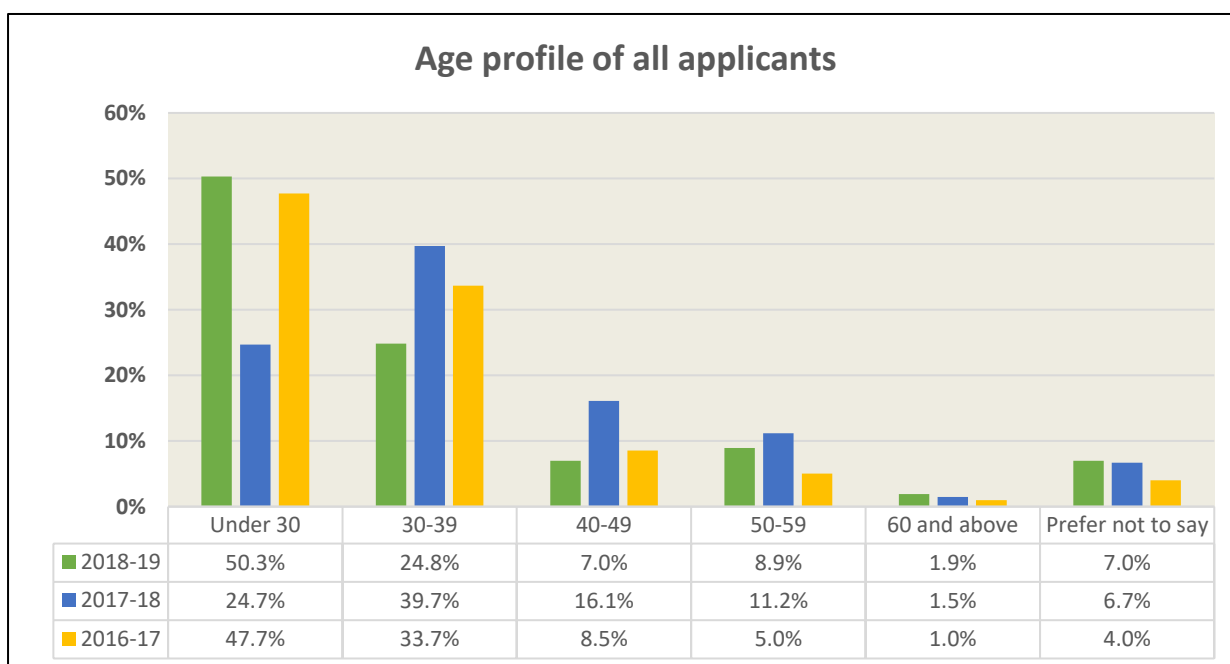
Data is provided to show comparisons between Somerville and the University on admission, student population and on-course withdrawals for various protected characteristics. There is no significant evidence for Somerville doing less well in any measure than the University.

5. Recruitment data

5.1 Applicant Age

97.5% of respondents confirmed their age during the monitoring period. Overall, the largest individual group was those aged under 30, whereas in 2017-18 the largest group were 30-39 year-olds.

5.1.1 All applicants by age group (Aug 2018 – July 2019)



5.2 Applicant Disability

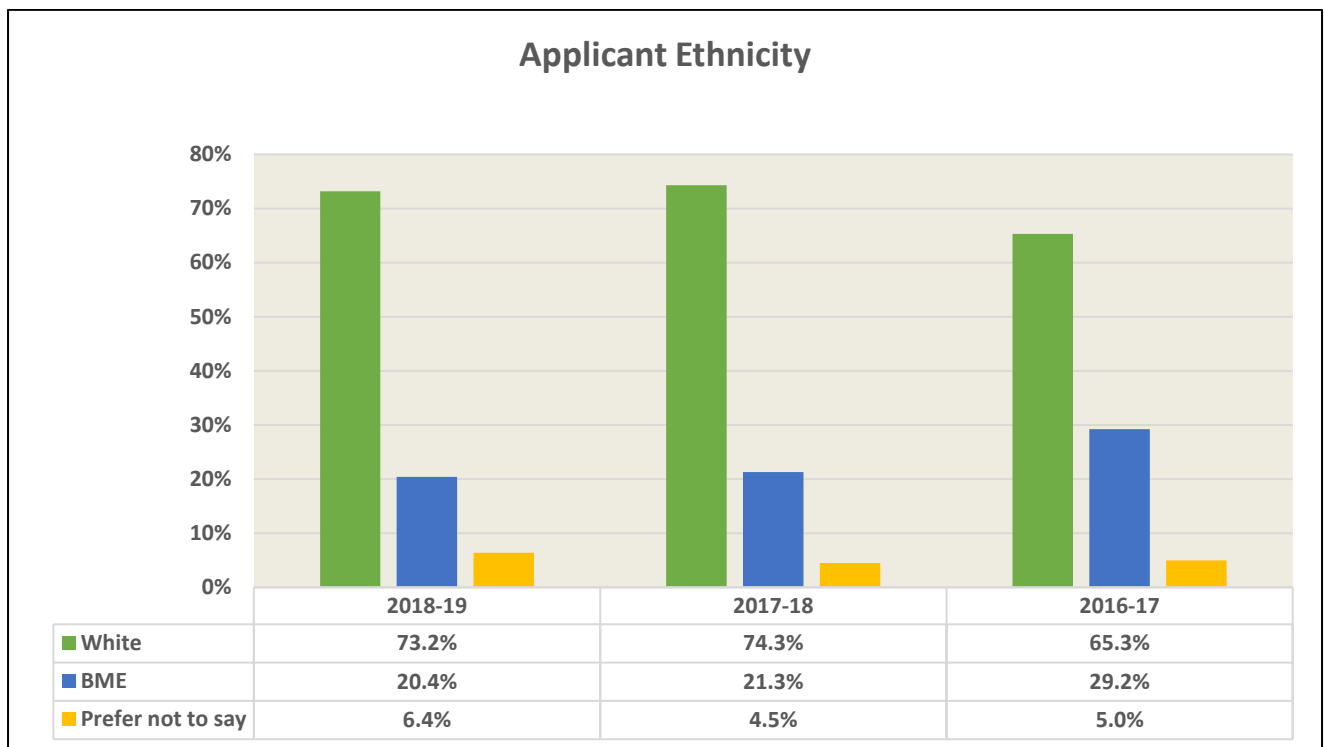
95.6 % of those who returned monitoring forms completed the section on disability.

Of applicants who provided a response, **9.1%** declared a disability (8.6% in 2017-18) and 9% of all respondents preferred not to say.

5.3 Applicant Ethnicity

Overall 64% of applicants provided response data, and of those 97.5% provided ethnicity data. In total 73.2% of applicants identified as being White (74.3% in 2017-18), **20.4%** as Black and Ethnic Minority (BME), down from 21.3% in 2017-18), and 6.4% preferred not to say.

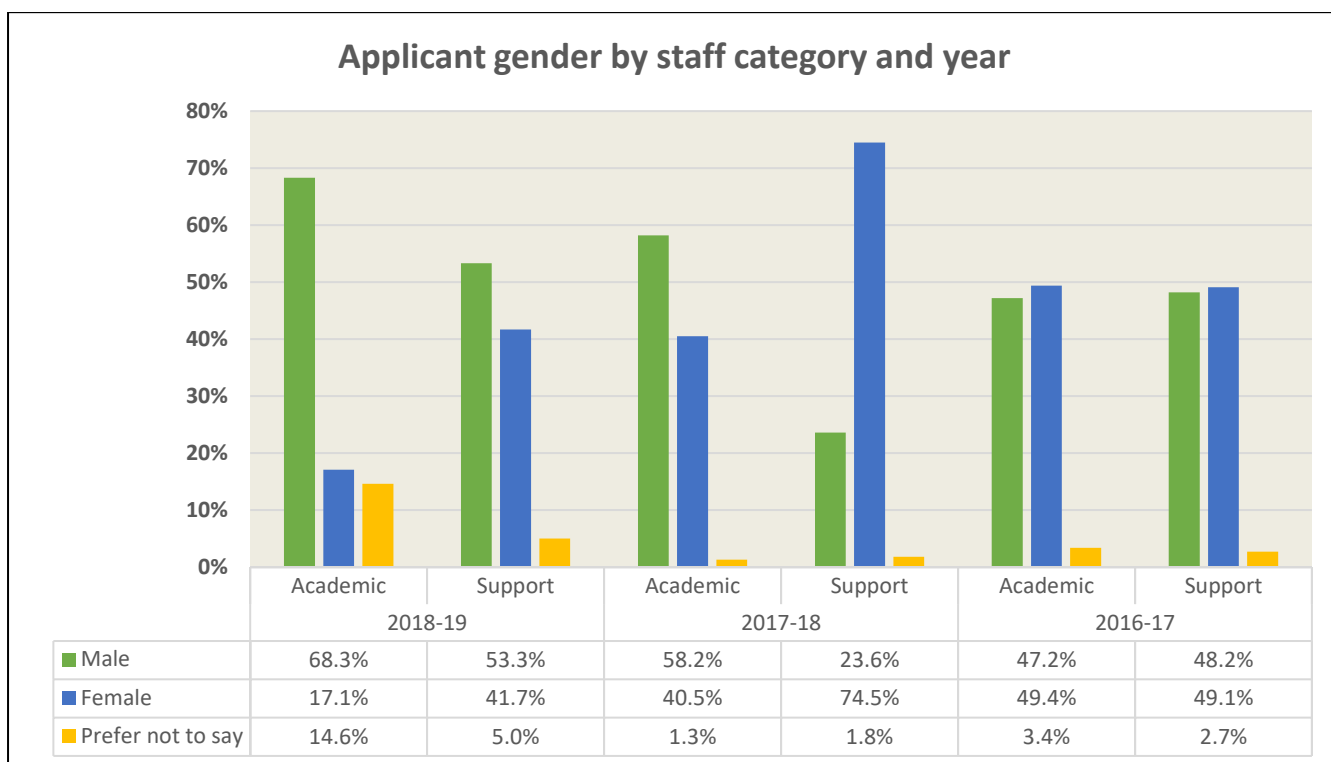
5.3.1 All applicants by ethnicity (Aug 2018 – July 2019)



5.4 Applicant Gender

Overall **96.3%** of respondents declared their gender. This compares to an overall response rate of 98.1% in 2017-18. Of the total number of applicants who responded, 35.4% were female and 57.4% were male (3.6% preferred not to say). The overall response rate for candidates for academic posts who declared their gender was poor, at 43.2%. The majority of academic posts recruited for in the year were exercises conducted by the University so the data for academics below relates only to those posts recruited directly, which were science and maths based subjects which may help explain the small percentage of female applicants (17.1%). To avoid potential identification of candidates, given the small numbers involved, it is not possible to report in more detail on the gender of applicants for these two academic recruitment rounds individually.

5.4.1 All applicants by gender (Aug 2018 – July 2019)



6. Appointments

Please note, in all cases below the declaration or response rate refers to the number of people appointed for whom equal opportunities data is held and not the overall number of appointments. Therefore the actual percentages could, in reality, be greater or smaller than the figures show.

6.1 Age

From the data relating to age that is held, the age range of those appointed over the last year is shown in the table below.

6.1.1 Age of employees appointed 1 August 2018 to 31 July 2019

Age group	2018-19			2017-18		
	Academic	Support	Total	Academic	Support	Total
Under 30	27%	44.4%	32.7%	37.3%	31.4%	34.9%
30-39	64.9%	16.7%	49%	47.1%	31.4%	40.7%
40-49	2.7%	16.7%	7.3%	7.8%	14.3%	10.5%
50-59	2.7%	11.1%	5.5%	2.0%	14.3%	7.0%
60 and over	2.7%	11.1%	5.5%	5.9%	8.6%	7.0%

This data excludes casual appointments, which tend to be more short-term appointments and are often roles taken by students.

6.2 Gender

In total, of those support and academic staff appointed who provided data about their gender, **50.1%** were female and **49.9%** were male, which is broadly in line with the figures for 2017-18 of 52.0% female and 48.0% male.

Gender	2018-19		2017-18	
	Academic	Support	Academic	Support
Female	51.4%	50.0%	36.5%	60.0%
Male	48.6%	50.0%	63.5%	40.0%

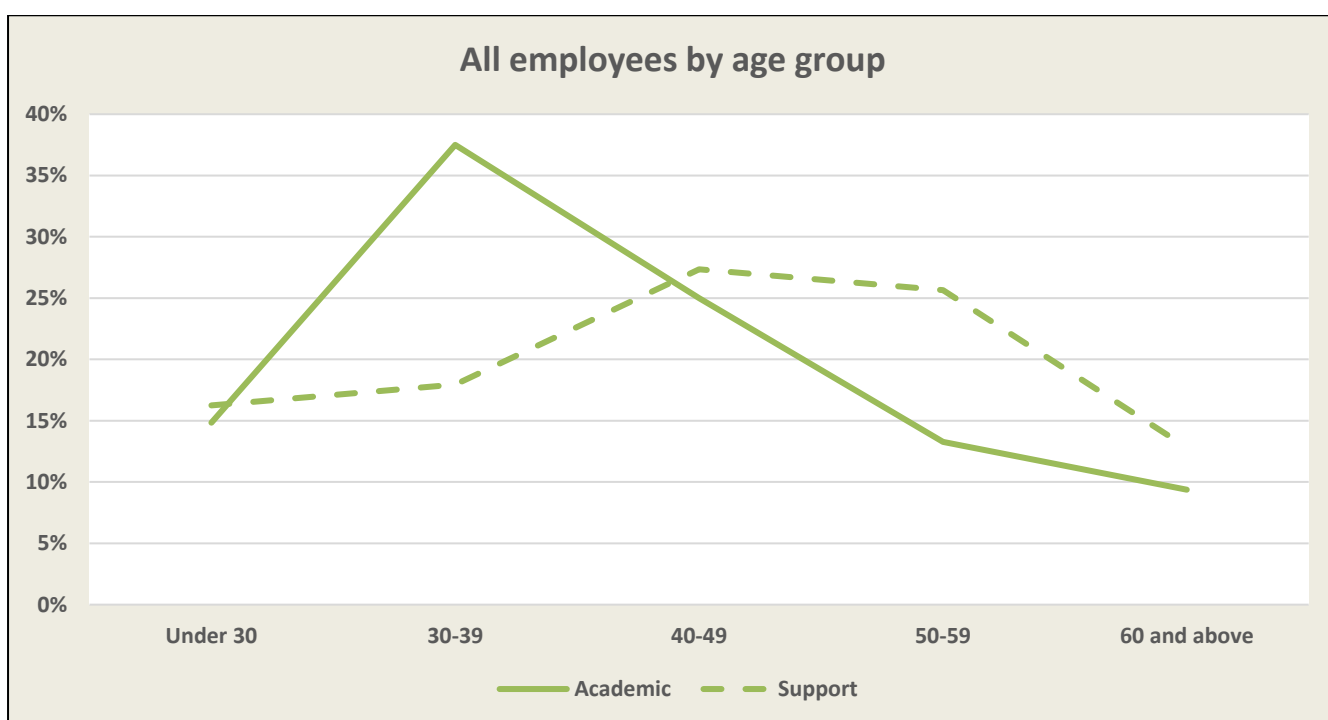
7. Employee Data

Please note, in all cases below the declaration or response rate refers to the number of employees who have completed the relevant section of the equal opportunities monitoring form. The analysis of these data below relates to the responses received, not the overall number of employees. Therefore the actual percentages could, in reality, be greater or smaller than the figures show.

7.1 Age

From the data available, the age profile of academics and support is similar to the 2018 employee snapshot, with only a slight move to an older age profile for support staff.

7.1.1 Age of academics and support staff as at 16 October 2019



7.2 Disability

From the data available, **9.2%** of all academic and support staff have declared a disability. This compares to 8.8 in 2018 and 11% in 2017.

7.3 Ethnicity

From the data held, in total 76.9% of academics and support staff identify as White, 20.4% as Black and Ethnic Minority, and 2.7% prefer not to say. Ethnicity data is held for 71.5% of our staff and therefore the actual proportions between the ethnic groups may be higher or lower than these data suggest.

7.3.1 Ethnicity of academics and support staff as at 16 October 2019

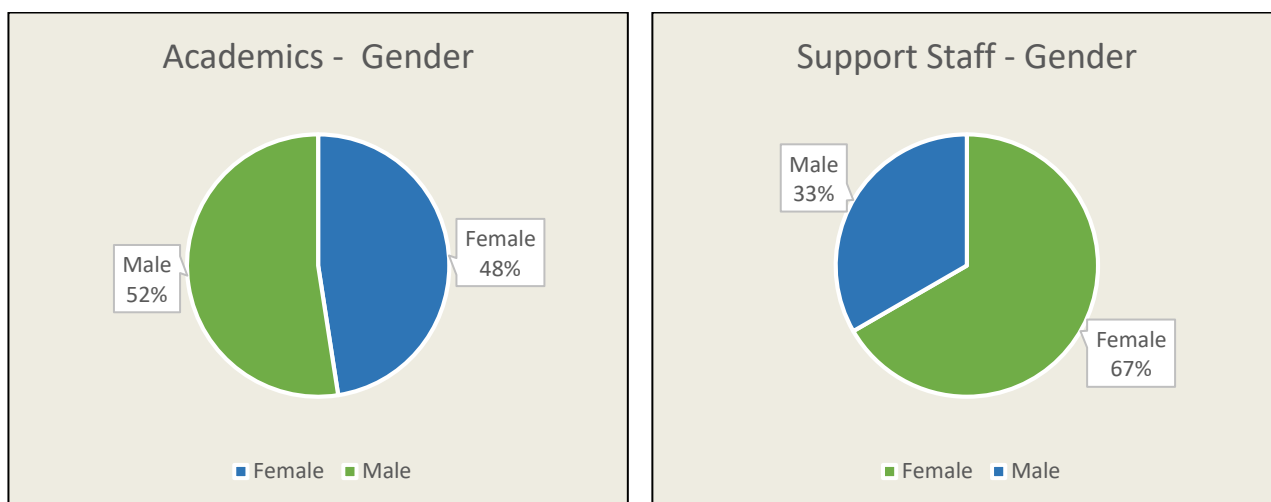
	Academic		Support Staff		Total	
	2018-19	2017-18	2017-18		2017-18	
White	78%	85.9%	75.8%	73.7%	76.9%	78.6%
Black and Ethnic Minority	19.8	14.1%	21.1%	24.6%	20.4%	20.4%
Prefer not to say	2.2%	0.9%	3.2%	1.7%	2.7%	1.0%

7.4 Gender

As at 16 October 2019 the data snapshot shows that the total number of academic and support staff are **56.2%** female and **43.8%** male, This compares with the 2018 figure of **53.6%** female and **46.4%** male.

The proportion of females holding academic posts is **47.6**, a slight increase on last year's figure of 46%.

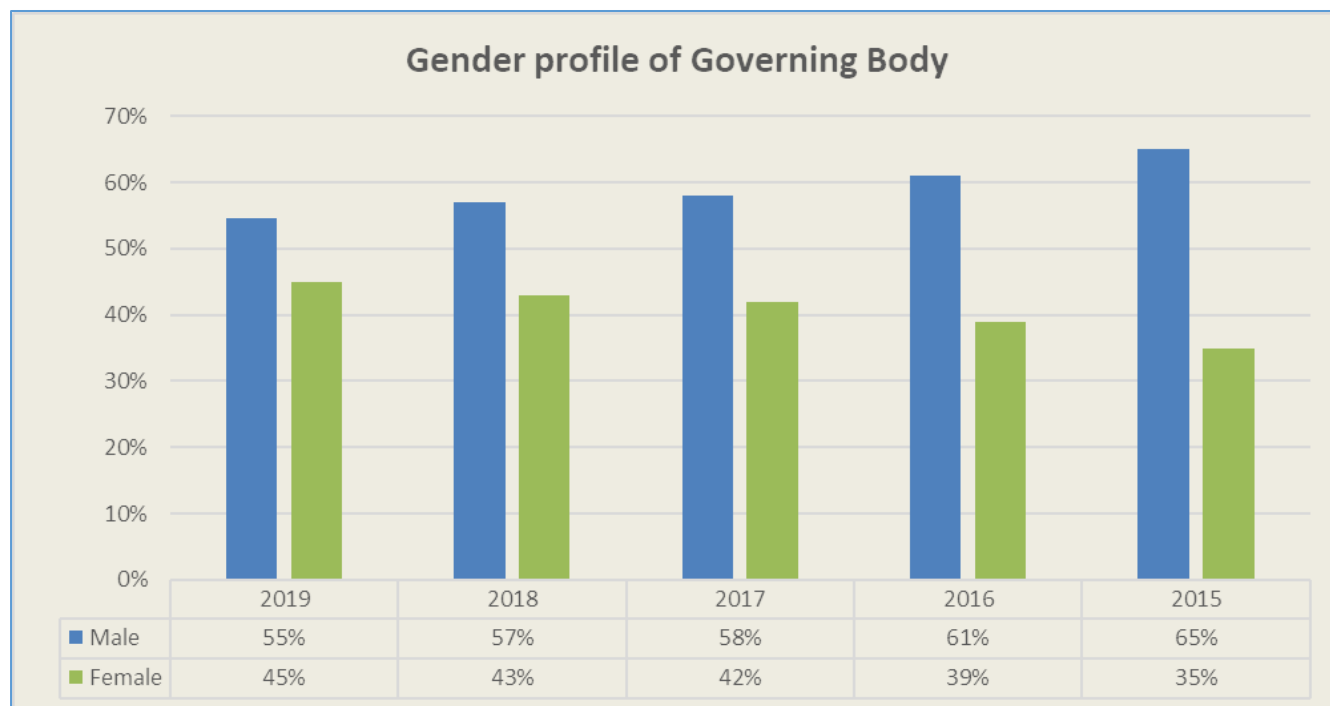
7.4.1 Gender of academics and support staff as at 16 October 2019



7.5 Governing Body Membership

The gender profile Governing Body as at October 2019 is **45.5%** female and **54.5%** male. Since 2015, the proportion of female members in Governing Body has increased from 35% to 45%

7.5.1 Gender profile of Governing Body members as at 16 October 2019



8. Student Data

The following tables show comparisons between Somerville and the University on admission, student population and on-course withdrawals for various protected characteristics. There is no significant evidence for Somerville doing less well in any measure than the University.

All data comes from that prepared centrally from the Student Data Management and Analysis, and Graduate Admissions, teams, is centrally published and available for comparison.¹

8.1 Applicants for Undergraduate Admissions

The data relates to applications made in October 2017 for standard entry in 2018 (UCAS Cycle 18). The definition of success rate for the University is defined by an applicant being accepted onto a course, regardless of which college accepts them. The figures apply only to applications assigned to Somerville and do not include applicants imported from other Colleges.

8.1.1 Disability

The disabilities shown represent those declared at the time of application.

Disability profile of undergraduate application for standard entry in 2018

	University of Oxford		Somerville College	
	Applications	Offer Rate	Applications	Offer Rate
Declared disability	1,461	22.3%	33	45.5%
No known disability	20,054	17.5%	569	22.1%
Total	21,515	17.8%	602	23.4%

¹ SDMA Report Catalogue can be found [here](#)

8.1.2 Ethnicity

Only UK applicants are asked for ethnicity: EU and Overseas applicants are excluded from this process. The ethnicities shown below reflect those declared at the time of application (hence including UK students only).

Ethnicity profile of undergraduate application for standard entry in 2018

	University of Oxford		Somerville College	
	Applications	Offer Rate	Applications	Offer Rate
BME	3,098	17.8%	95	20.0%
White	9,047	25.5%	207	43.5%
Not Known	868	12.0%	22	13.6%
Total	13,013	22.7%	324	34.6%

8.1.3 Legal sex

The sex shown reflects that declared at the time of application.

Legal sex - undergraduate application for standard entry in 2018

	University of Oxford		Somerville College	
	Applications	Offer Rate	Applications	Offer Rate
Female	10,683	18.2%	311	20.6%
Male	10,832	17.5%	291	26.5%
Total	21,515	17.8%	602	23.4%

8.2. Student Populations

8.2.1 Disability profile of on course students for academic year 2018/19

In 2018, 86 of Somerville's 634 students had a declared disability (13.6%)

Somerville College						University of Oxford					
Disability Group	UG	PGT	PGR	Total	% of student population	UG	PGT	PGR	VRO	Total	% of student population
No known disability	363	73	112	548	86.4%	10217	4939	5608	502	21266	87.5%
Other disability	43	5	12	60	9.5%	1212	374	552	47	2185	9.0%
SpLD	19	4	3	26	4.1%	501	144	196	7	848	3.5%
Total	425	82	127	634	100.0%	11930	5457	6356	556	24299	100.0%

*UG – Undergraduate, PGT – Postgraduate taught, PGR – Postgraduate research, VRO – Visiting, Research, Other recognised students

8.2.2 Ethnicity profile of on course students for academic year 2018/19

Somerville College						University of Oxford					
Ethnicity Group	UG	PGT	PGR	Total	% of student population	UG	PGT	PGR	VRO	Total	% of student population
BME	116	35	37	188	29.7%	2,811	2012	2006	237	7,066	29.1%
White	303	45	83	431	68.0%	8,789	3229	4092	295	16,405	67.5%
Unknown	6	2	7	15	2.3%	330	216	258	0	828	3.4%
Total	425	82	127	634	100.0%	11,930	5,457	6,356	532	24,299	100.0%

*UG – Undergraduate, PGT – Postgraduate taught, PGR – Postgraduate research, VRO – Visiting, Research, Other recognised students

8.2.3 Legal sex - on course students for academic year 2018/19

Somerville College						University of Oxford					
Sex	UG	PGT	PGR	Total	% of student population	UG	PGT	PGR	VRO	Total	% of student population
Female	204	53	62	319	50.3%	5803	2549	2661	334	11,347	46.7%
Male	221	29	65	315	49.7%	6127	2908	3695	222	12,952	53.3%
Total	425	82	127	634	100.0%	11,930	5,457	6,356	556	24,299	100.0%

*UG – Undergraduate, PGT – Postgraduate taught, PGR – Postgraduate research, VRO – Visiting, Research, Other recognised students

8.3 On-course withdrawals

The data below reflects was recorded on the University's student information system in November 2019. The academic year has been matched to the HESA reporting year, commencing August. Note therefore that withdrawals may not reflect a complete year.

Withdrawal data is shown for the 2018 entry year. The figures only relate to the number of students who withdrew in their entry year. Given the small college numbers, data has been amalgamated across the levels of study to help avoid any potential identification of individual students.

8.3.1 Disability profile of withdrawals in 2018 entry year

Somerville College							University of Oxford						
2018 Entrants	Number of entrants				With- drawals	% of entrants withdrawing	Number of entrants					With- drawals	% of entrants withdrawing
	UG	PGR	PGT	Total			UG	PGR	PGT	Total			
No known disability	110	34	62	206	1	0	3,174	1,515	3,625	8,314	76	0.8%	
SpLD	4	1	3	8	0	0	158	36	100	294	1	0.0%	
Other disability	15	4	2	21	1	0	419	148	281	848	13	0.1%	
Total	129	39	67	235	2	0	3,751	1,699	4,006	9,456	90	1.0%	

*UG – Undergraduate, PGT – Postgraduate taught, PGR – Postgraduate research

8.3.2 Ethnicity profile of withdrawals in 2018 entry year

Somerville College							University of Oxford					
Number of entrants							Number of entrants					
2018 entrants	UG	PGR	PGT	Total	With-drawals	% of entrants withdrawing	UG	PGR	PGT	Total	With-drawals	% of entrants withdrawing
BME	33	14	27	74	1	0	932	580	1,543	3,055	19	0.2%
White	92	24	38	154	1	1	2,694	1,034	2,309	6,037	67	0.7%
Unknown	4	1	2	7	0	0	125	85	154	364	4	0.0%
Total	129	39	67	235	2	0	3,751	1,699	4,006	9,456	90	1.0%

*UG – Undergraduate, PGT – Postgraduate taught, PGR – Postgraduate research

8.3.3 Legal sex - withdrawals in 2018 entry year

Somerville College							University of Oxford					
Number of entrants							Number of entrants					
2018 entrants	UG	PGR	PGT	Total	With-drawals	% of entrants withdrawing	UG	PGR	PGT	Total	With-drawals	% of entrants withdrawing
Female	62	23	45	130	0	0	1,896	751	1,961	4,608	47	0.5%
Male	67	16	22	105	2	0	1,855	948	2,045	4,848	43	0.5%
Total	129	39	67	235	2	0	3,751	1,699	4,006	9,456	90	1.0%

*UG – Undergraduate, PGT – Postgraduate taught, PGR – Postgraduate research