

Diversity and Inclusion

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1. OVERVIEW

Sunway University (hereinafter referred to as “*the University*”) is committed to encouraging diversity and inclusion in the workplace and across all its educational communities. We aim to create a culture that respects and values each other's differences, promotes equality and diversity, and encourages individuals to grow and develop in order to realize their full potential. Diversity and inclusion are closely tied to our core values of integrity, humility and excellence which are embedded into every facet of our business and goals.

2. SCOPE

- 2.1 At the University, diversity means all the ways we differ that make each of us unique. It includes age, gender, disability, race, religion, belief, cultural background, sexual orientation, marriage and civil partnership, refugee and asylum seekers status, language, pregnancy and maternity/ paternity, **socio-economic background**, as well as underlying differences such as thinking styles, nationality and education.
- 2.2 Inclusion means creating a workplace and learning culture where differences are valued. It encourages collaboration, flexibility, equity and fairness where every staff member and student has the opportunity to develop skills and talents consistent with our values and business objectives.
- 2.3 Managing diversity and inclusion includes addressing factors of difference and fully utilizing the potential contributions of all staff members at all levels to achieve greater performance outcomes. It also means eliminating or reducing barriers that stand in the way of full participation and unleashing the creativity that comes from different ideas and experiences. The aim is to make the University an organization where people feel involved, respected and connected by leveraging on the diversity of ideas, backgrounds, experiences and perspectives to create business value.
- 2.4 The University's commitment to diversity and inclusion extends beyond its staff to encompass all members of its educational community, including prospective, current and former students, alumni, and participants in lifelong learning and continuing education programmes.
- 2.5 The University ensures equitable access and participation for all genders and includes specific commitments to support women's representation and success in areas where they remain under-represented, including in leadership positions and in Science, Technology, Engineering and Mathematics (STEM) disciplines.
- 2.6 The principles of diversity and inclusion apply to all educational and training opportunities offered by the University, including lifelong learning and continuing education programmes, ensuring that all individuals have equal opportunity to access education throughout their lives.

3. STUDENTS, ALUMNI AND COMMUNITY LEARNERS

The University affirms that its commitment to diversity and inclusion applies fully to its student body and wider educational community:

- 3.1 Student Admissions and Participation: All prospective and current students shall be considered for admission, enrolment, and participation in University programmes and activities without discrimination based on ethnicity, religion, disability, immigration status, gender, age, socio-economic background, or any other characteristic protected under applicable law.
- 3.2 Alumni: The University recognises the ongoing relationship with its alumni community and is committed to fostering an inclusive alumni network that reflects the diversity of its student body.

3.3 Community Learners: Individuals participating in lifelong learning, continuing education, or community outreach programmes shall benefit from the same inclusive principles as students and staff of the University.

4. OBJECTIVES

The Diversity and Inclusion Policy provides a framework for the University to:

- i. Enhance our reputation as an employer and institution of choice in attracting and retaining a diverse pool of staff members and students at all levels working and learning in an inclusive environment.
- ii. Grow and develop our staff members in order to realize their full potential by providing fair and equal opportunity without discrimination.
- iii. Create a workplace and learning environment that values and utilizes the contributions of staff members, students, and community learners with diverse ideas, backgrounds, experiences and perspectives for the growth of the University and the success of the customers and communities we serve.
- iv. Create a workplace environment that promotes dignity and respect for all. A culture of zero tolerance for direct or indirect discrimination, victimization, intimidation, bullying or harassment in the workplace.
- v. Ensure equitable access and participation in education and lifelong learning opportunities for all individuals regardless of gender, ethnicity, religion, disability, immigration status, age, or socio-economic background.
- vi. Support and advance gender equity, including targeted initiatives to increase the representation and success of women in fields and leadership roles where they remain under-represented.

5. FRAMEWORK AND STRATEGIES

5.1 The framework to deliver against our diversity and inclusion objectives focuses on three key areas that are essential to our long-term business success, competitiveness and growth.

- i. Talent – Building a diverse talent pool working in an inclusive workplace environment.
- ii. Workplace – Nurturing an inclusive workplace environment and culture to retain and develop our talent and maximize their potential.
- iii. Community – Building community and enriching lives through community development focusing on education, healthcare and socio-economic development. This pillar also encompasses alumni engagement, lifelong learning outreach, and support for community learners.

5.2 Below are the initiatives in support of the three key areas of focus of diversity and inclusion.

Talent	Workplace	Community
- Recruitment and selection - Training and development - Performance Management - Compensation and benefits - Recognition and rewards - Career opportunity - Succession planning - Employee mobility - Equitable student admissions	- Workplace environment - Flexible work arrangement - Support facilities - Communication - Education and awareness - Employee engagement - Accessible student facilities - Student support services	- Corporate responsibility programme - Community Development Programme - Donations and sponsorships - Scholarship - Green city initiatives - Safe city initiatives - Charity events

Talent	Workplace	Community
• Alumni engagement programmes • Lifelong learning access	• Community learner engagement	• Community education outreach • Continuing education initiatives • Women in STEM initiatives

6. ROLES & RESPONSIBILITIES

It is the responsibility of all staff members for creating an inclusive workplace environment that rewards high performance and commitment to excellence. The University aims to provide staff members at all levels with fair and equal opportunity without discrimination. The following provides an overview of the roles and responsibilities for each role of stakeholder.

6.1 The Management

- Leading by example and promoting an organizational culture that is supportive of the benefits of diversity and inclusion.
- Ensuring that the diversity and inclusion policy underpins all aspects of our work by implementing it in their respective entities.

6.2 Head of Department (HOD)

- Ensure that policies and procedures relating to diversity and inclusion are implemented and communicated to all staff members.
- Promote a positive work environment by being inclusive and open, and challenging behavior or decisions that breach this policy.
- Raise awareness of diversity and inclusion, act as a role model for others, and promote diversity and inclusion.

6.3 Staff members

- Understand the value and benefits of diversity and inclusion.
- Familiarize and comply with the diversity and inclusion policy and procedure.
- Treat each other with respect and dignity and set an example for others to follow.

6.4 Human Resources (HR)

- Provide policy guidance and support to staff members and HODs on the implementation of diversity and inclusion.
- Ensure this policy is implemented across all areas.
- Monitor, evaluate progress and effectiveness of this policy.
- Highlight to the Management issues and challenges on diversity and inclusion policy.

6.5 Student Affairs and Academic Units

- Ensure that diversity and inclusion principles are embedded in all student-facing policies, procedures, and activities, including admissions, assessment, co-curricular participation, and student support services.
- Promote an inclusive learning environment that accommodates diverse student needs, backgrounds, and abilities.
- Provide appropriate support and reasonable adjustments for students with disabilities or special learning needs.

7. STATUTORY REQUIREMENTS AND REPORTING

The University will continue to ensure we fulfill statutory obligations and align our practices, policies and procedures to enhance our corporate governance and reputation.

8. NON-COMPLIANCE

The University will not condone any behavior or act of discrimination against staff, students, alumni, or community learners. Any non-compliance of the University's diversity and inclusion policy and procedure, or any unfair treatment or unlawful discrimination may subject to disciplinary action.

9. EQUITY IN ACCESS TO EDUCATION

The University is committed to ensuring that all individuals have equitable access to its educational and lifelong learning opportunities. In furtherance of this commitment:

- 9.1 The University shall not discriminate against any applicant, student, or community learner on the basis of ethnicity, religion or belief, disability, immigration or asylum seeker status, gender, age, socio-economic background, pregnancy and maternity/paternity, sexual orientation, marriage and civil partnership, or any other characteristic protected under applicable law.
- 9.2 The University shall endeavour to identify and remove systemic barriers that limit participation in higher education and lifelong learning, including through targeted outreach, financial assistance programmes, accessible facilities, and flexible learning pathways.
- 9.3 The University is committed to advancing gender equity in education. This includes promoting and supporting the entry, retention, and progression of women in disciplines and leadership roles where they remain under-represented. The University shall set measurable targets, monitor progress, and report on outcomes in its annual diversity and inclusion review.

DOCUMENT CHANGE LOG

Revision Date	Description of Change	Page(s)
20 June 2023	Amendment to clause 2.1, 5 & 7.	1 & 2
20 June 2026	Amendment to clause 2.1 (scope), 3 (objectives), 4 (framework), 5 (roles); new clauses 2.4–2.6, 3, 6.5, 9; amended clause 9.	1-5