

# Harassment Adviser Profiles and Contact Details

## Keshavan Niranjana

I joined Reading University as a lecturer in October 1989. After completing PhD at the University of Bombay, where I also lectured in chemical engineering between 1980 and 1984, I worked as a post-doctoral research associate at the University of Cambridge between 1984 and 1989. I have been a harassment adviser since the beginning of 2001. My experience in dealing with harassment matters relate to problems between colleagues (staff or students), as well as perceived prejudice based on race and gender. At Reading, we are fortunate not to have had many cases of harassment, but if you do feel harassed in any way, you are not without help. Feel free to give me a call on Extension 8388 or email: [afsniran@reading.ac.uk](mailto:afsniran@reading.ac.uk)

## Simon Mealor

I joined the University in March 2003, and work as the University's Treasury Manager in Finance.

Before coming to Reading, I qualified as a Chartered Accountant in 2002 with Deloitte, London. However, before I joined Deloitte in 1999, I taught 19th and 20th Century French literature for three years as lecturer in French at Hertford College, Oxford. I have a DPhil in Renaissance French Literature and a degree in English and French from Oxford University, and spent a year teaching English in France, so have a pretty wide range of experience across some very different work cultures – the City, University administration, as a postgraduate student, as well as teaching and pastoral roles in my previous incarnation as an academic. Some of the workplaces I've experienced have been extremely stressful, with focuses on deadlines and financial pressures, but I'm a firm believer people should be entitled to tolerance, respect and fairness whatever the stresses of their job. I'm usually very flexible in when and how I can be contacted, either by e-mail or internal phone.

Simon Mealor Ext. 6135

Email [s.e.mealor@reading.ac.uk](mailto:s.e.mealor@reading.ac.uk)

# Mark Laynesmith

I've been working full-time at the University since September 2005 and have been a priest in the Anglican Church since 2001.

Much of my role involves supporting and accompanying students and staff - of any faith or none - through times of difficulty. I aim to provide a non-judgmental, friendly ear to all. I teach mindfulness and wellbeing techniques, supporting students and staff dealing with anxiety and stress. My academic background is in History, Medieval Studies and Theology.

Mark Laynesmith Ext. 8797

Email [m.d.laynesmith@reading.ac.uk](mailto:m.d.laynesmith@reading.ac.uk)

# Ian May

I joined the University of Reading in April 1990 as a Heating and Ventilating Maintenance Fitter as part of the then Buildings Office over the years my job role has changed along with my department's name. I am now Head of Building Maintenance in Maintenance Services, Estates. My day-to-day role involves supporting my managers and staff in ensuring that we provide a service to the Universities campuses, buildings, students and staff. I am responsible for the welfare and wellbeing of all my staff and get involved with a number of HR issues as part of this. I am customer focused and I enjoy the networking opportunities that the University offers.

Outside of work, I have a long history of working in the volunteer sector and have been involved in Scouting for many years taking on roles that are mainly about supporting adults. I am currently Assistant County Commissioner (International) and Training Advisor for Berkshire Scouts. I am trustee and Vice Chair of Maiden Erlegh Academy. To relax I spend time with my family and dogs, play badminton, run and enjoy home matches at Reading FC.

I have a positive outlook to life, like to smile, a good listener and feel that supporting my colleagues here at Reading is very important and an opportunity to use the qualities and skills that I have gained over a number of years.

You can contact me via email: [i.r.may@reading.ac.uk](mailto:i.r.may@reading.ac.uk) or on 0118 378 6382.

# Daniela Hotolean

After completing my apprenticeship as a legal secretary at the Magistrate court, I worked for many years at the Youth Criminal Court and Prison administration in Germany before I moved to the UK in 1995. My first job was with Reading Football Club for which I worked for many years part-time. I started my career at the University of Reading in 1996, first as secretary to a Professor in Higher Education, then Administrator in Music Education & ERASMUS students at the Institute of Education. In 2004, I briefly worked as Research & Administration Assistant for the Research Centre for Evacuees and War Child Studies. After nine years at the Institute of Education, I moved in 2005 to Whiteknights Campus where I am working now as an IT Business Partner. In my 'spare time, I am supporting the International Association of Teachers and Teaching (ISATT) with my management & administrative skills for the last 16 years and frequently travel in this capacity around the world.

In parallel to my working life, I have gained a BA in History and German (Reading), MA in Modern History (Reading), various Management Courses (ILM and APM), PTLIS, ITIL foundation, PRINCE 2 Foundation & Practitioner and a Professional Certificate in Coaching.

I feel privileged to have met (and still meeting!) so many people from different backgrounds and consider myself as good listener, tolerant and positive thinker.

Daniela Hotolean Ext. 6959 Email [d.hotolean@reading.ac.uk](mailto:d.hotolean@reading.ac.uk)

## Rosie Brown

I joined the University in 2008 in the Student Services team. Since then I have worked in different roles within Student Services, Admissions, the Joint Faculties Office and am now in CQSD. Prior to coming to the University I worked in Rome for 4 years as a teacher trainer, as well as teaching English to a wide range of people from young children to business executives. I have also worked as an employment tutor for 16-18 year olds with physical and mental health issues, including those with offending backgrounds.

All of these experiences (some good, some not so good!) have helped to inform my attitude to harassment: I firmly believe that people should feel confident and comfortable in their workplace and should always have somewhere to turn to if they feel that this is not the case. I am a pro-active and non-judgemental listener and can be easily reached by email or phone.

Rosie Brown Ext. 5428

Email [rosemary.brown@reading.ac.uk](mailto:rosemary.brown@reading.ac.uk)

## Maria Broadbridge

I joined the University as part of the Academic Computing Team in IT in June 2016. My role as a Specialist Teaching and Research Support Analyst involves supporting the computing needs of students and staff in the Meteorology Department. Prior to this I've obtained my BSc in Meteorology from Reading in 2007 and my PhD in Ocean Modelling from the University of Southampton in 2012. Just before joining the University in my current role I've been a postdoctoral researcher at Imperial College London in Regional Climate Modelling. Because I have moved around quite frequently in my career and often changed teams, I am very familiar with the challenges of new working environments and adapting to new roles. I am also a working mum and I focus on and try to maintain physical and emotional happiness in a very busy lifestyle! I have a very relaxed, tolerant and non-judgemental approach to any kind of query or concern and I'm always up for an informal chat and giving advice and support where needed. I am an LGBT+ Ally.

I can be contacted via email at [m.b.broadbridge@reading.ac.uk](mailto:m.b.broadbridge@reading.ac.uk).

## Ellie Biggs

I work within the Edith Morley Support Centre as a Student Support Coordinator in October 2018. I first joined the University in May 2016 as an Administrative Officer for Academic and Governance Services after a year of work and travel in Asia, Australia and New Zealand. I have travelled a lot since I

graduated in 2011, completing a ski season in Austria and travelling to South East Asia. This has helped me understand different cultures and the homesickness which can come with living away from home.

I have worked within the private sector as well as in the NHS before working in Higher Education. I feel that these experiences have given me a wide range of perspectives on how different work environments function. At times I have had to deal with mild forms of harassment and difficult work situations myself. I therefore feel that I can lend a sympathetic ear to those who need to talk to someone.

I understand that sometimes pressures at work and home can effect productivity and concentration and feel that sometimes being able to speak to someone can elevate your sense of wellbeing. Please contact me for friendly, impartial advice on any issues you may be having by email at [e.biggs@reading.ac.uk](mailto:e.biggs@reading.ac.uk).

## Emma Butler

I have worked in Higher Education for at 25 years with the last 20 years at Reading as a Careers Consultant where I provide a confidential, non-judgmental careers coaching service for students & graduates. During my career I have experienced many changes and have been fortunate enough to work with some great colleagues and together we ensure we support one another. I have a particular interest in mental health and have completed the Mental Health First Aid course.

I realize that not everyone experiences such support at work and as a working mum I also understand that sometimes there just aren't enough hours in the day! I would hope that I am approachable, a good listener and a naturally supportive person. I am an LGBT+ Ally.

Feel free to contact me either via email [e.l.butler@reading.ac.uk](mailto:e.l.butler@reading.ac.uk) or on 0118 378 6614.

## Melina Aston

I work in the Graduate School as a Postgraduate Research Administrator and I am also a Hall Warden. I completed both my BA and MA in History at Reading and was the only Care-Leaver in the UK to study and receive a level 7 post-graduate qualification in my year of study. I am recently returned to work full time from maternity leave and am a working parent to a young daughter. I myself have encountered bullying and harassment from a previous workplace and so am familiar with the environment and feeling that can be created as a result. I have also dealt with harassment in my role as a Warden and so feel I am well equipped to provide non-judgmental and friendly support to anyone feeling uncomfortable and in need of confidential and empathetic support.

Feel free to contact me on Ext 4132 and or [m.aston@reading.ac.uk](mailto:m.aston@reading.ac.uk)