

**Minutes of the SBCS Equality, Diversity and Inclusion Committee Meeting
March 2022, 11:00-13:00, Microsoft Teams**

ACTION SUMMARY

1.	Add the papers (circulated with the March agenda) to the Teams folder; Committee to review the papers and bring any comments/questions to the next meeting – Papers were added to the teams folder	CM, ALL
2.	Find out what support is available to help the School with its data dashboards following the restructure.	DH
3.	RWP, DH, EQ, LG to meet offline to discuss support for neurodiverse students/staff – DH and EQ met with Eleanor re: supporting neurodiverse students. Follow up meeting scheduled at the end of June to agree next steps	RWP, DH, EQ, LG
4.	Find out if EDI training for staff can be available for PhD students who want to engage – DH is working with Ed from SPCS	DH
5.	Follow up about neurodiversity week and to ensure it is on the EDI activity calendar for next year - Around March, DH will remind us	DH
6.	NE, RWP and CM to meet to discuss promotion criteria for part-time employees – meeting scheduled 14th July	NE, RWP, CM
7.	Check if there is a review date for current flexible working policies – ongoing discussion between DH and RWP	DH
8.	Add LG to the Marketing and Communications WG list - Complete	CM
9.	Ask Daniel Bor if he is happy to be the Intersectionality Working Group Lead	RWP
10.	Include the intersectionality actions in the EDI action plan (RWP and IP to meet to discuss) - meeting scheduled for 5th July	RWP/IP

MEETING NOTES

1. Attendance and Apologies for absence

Attendance:

Richard Pickersgill – Chair (RWP)
Giulia De Falco (GDF)
Angelika Stollewerk (AS)
Nathan Emery (NE)
Ozge Eyice (OE)
Isabel Palacios (IP)
Petra Ungerer (PU)
Elizabeth Quinn (EQ)
Louise Gathercole (LG)
John Apergis-Schoute (JAS)
Guifen Chen
Ellie Marshall (EM)

Apologies:

Sian Cooper (SC)

Catherine Murray (CM) – notes

In attendance: Darren

Apologies: Frances Healy (FH), Ozge, Matteo, Dan Bor (DB), Janelle Jones (JJ)

- Introductions were made and RWP welcomed Darren Hunwicks, new EDI Officer (S&E) to the meeting
- Apologies for absence were noted.

2. Minutes of the previous meeting

- The minutes of the previous meeting were accepted as accurate.

3. A reminder of the institutional KPIs (2030)

- RWP reminded the committee of the institutional KPIs (2030), which were included in the agenda.
- RWP shared some updated school charts (as SBBS), showing % female of academic T&S and T&R staff. The proportion of SL and R is increasing.
- LG asked if the school collects data on how many academic staff return from maternity leave and how many academics in senior positions are parents. RWP noted that almost all return, although some may choose to reduce their hours.

4. News

- Reports – RWP highlighted a number of papers that were circulated with the agenda: an executive summary of the AS institutional award (silver renewed); The Royal Society of Chemistry's report on racial and ethnic inequalities in the chemical sciences: 'Missing Elements'; the Blackboard Ally briefing paper; and the Race Equality Toolkit. RWP suggested that the Committee takes some time to review them and we can take any questions/comments at the next meeting.

ACTION: CM to add the papers to the Teams folder; Committee to review the papers and bring any comments/questions to the next meeting

- WISE - LG provided an update on WISE at QMUL. The Committee has expanded. LG is not Chair anymore, but is still involved. LG encouraged committee members to look at the international WISE campaign and noted there are some interesting events for academics on the national WISE campaign. There is also recruitment guidance on the WISE website, which could be useful for those involved in student/staff recruitment.

5. Update from Darren Hunwicks

- Darren Hunwicks, the new EDI officer in S&E, provided an update on the EDI team, the structure of QMUL's EDI Committees and how they feed into the University's EDI work. Darren's presentation slides are attached below:



5885 EDI in S&E
presentation 31 0322

RWP noted that the school will need help with the data dashboards, due to the schools being restructured.

ACTION: DH to find out what support is available to help the School with its data dashboards following the restructure.

IP asked how the EDI team works with the alumni and the development offices, to support prioritising EDI activities. DH understands that this will fall under some of the work Michael Jannetta is doing as PCI Engagement Manager. As capacity in the team increases, there will be an increase in that kind of activity.

In relation to online EDI training, IP asked if any research has been done to look at how impactful online training is. DH noted that he had worked with consultants in a previous role to look at this and their feedback was that online training tends to be more useful for compliance-based training, such as data protection. It provides a

starting point for EDI and it measurable but for more sustained changes, you need to be having discussions around the issues.

EQ noted that last week was neurodiversity celebration week, a relatively new but worldwide initiative challenging stereotypes and misconceptions around neurodiversity. Although QMUL was among the universities listed on the website to be taking part, there had been no activity, which was disappointing. EQ noted she had lots of ideas to support neurodiversity. RWP suggested meeting off-line with DH to discuss her ideas. LG indicated she was also very interested in this and would like to join.

ACTION: RWP, DH, EQ, LG to meet offline to discuss support for neurodiverse students/staff.

LG enquired about whether PhD students, who also work with UG students, would have access to training expected of staff and whether they would be included in the staff survey, to ensure their views are taken into account. RWP thought their views would come through the student survey.

**ACTION: DH to look at if EDI training for staff can be available for PhD students who want to engage
DH to follow up about neurodiversity week and to ensure it is on the EDI activity calendar for next year**

GDF raised the issue around the level of flexibility we have to support students with particular kinds of assessments, when this support might clash with College regulations. RWP noted this was a valuable point, but complicated. There is an issue where quality assurance clashes with student support. He suggested taking away and working on examples to see what we can do to influence university policy in this area.

6. Working Group updates

- UG Working Group – the WG had a meeting that was opened up to students, but unfortunately, none of the students turned up. The idea was to get them together to brainstorm and see what their concerns were and what they would like us to do. The group took to opportunity while they were all together to discuss how to better engage the students. One idea they had was to generate a webpage where they can list a lot of local QMUL support links but also support links that are in the local community. With the help of EM, they created the webpage. This also includes a forum where students can engage, ask questions and talk among themselves. This would also enable the WG to interact with the forum and give the students advice. The page is not live yet, but will be shortly. The WG has also started to analyse the data that they have access to on the university dashboard – looking at some benchmarking data and different types of relationship between student recruitment and some of the action plans they have. Regarding student engagement, RWP noted his is happy to offer a free lunch to encourage engagement.
- PDRA representative for the Committee – RWP asked members if they had any suggestions of anyone who would be suitable.
- RWP asked LG and EQ if they would be happy to be postgraduate student co-leads. They confirmed they were happy with this. RWP noted he will try to find some academics to join the group too for support and continuity
ACTION: CM to send LG and E the generic role descriptor
- Work-life balance work group – a priority is to meet to discuss promotion criteria for part-time workers and whether the criteria is adequate.
ACTION: NE, RWP and CM to meet to discuss promotion criteria for part-time employees
- Technical Staff WG – PU wanted to reiterate the issue about flexible working and whether the current policy allows for real flexibility. RWP noted that Louise Lester came to the last EDI Steering Group meeting and made the point that it was up to the

hiring manager. RWP felt that in order to be fair, it needs to have clear criteria and guidelines.

ACTION: DH to check if there is a review date for current flexible working policies

- Marketing and Communications WG – RWP asked if anyone would like to join EM on the WG. LG indicated she would be happy to join the group.

ACTION: Add LG to the Marketing and Communications WG list (CM)

- Intersectionality WG – RWP noted the group needs a lead and will ask Daniel Bor. The group is trying to get funds to create positions for underrepresented minority groups (from PhD positions onwards – as QMUL is strong in UG inclusion). The group is working with the alumni and development office trying to organise some kind of fund raising. Due to resource in the alumni team, it is taking a while to progress. The group will meet them tomorrow. The WG has managed to get a small amount of money from the LIDo PhD programme to organise an EDI fundraising event at the LIDo event in September. The WG also has a list of alumni from SBBS, which they are researching. They will then get a shortlist of names who they think might potentially be interested in the project and then will ask RWP to write to them with the business plan that they have put together.

ACTION: Ask Daniel Bor if he is happy to be the Intersectionality Working Group Lead (RWP)

7. **Actions from the last meeting**

There was an action from the previous meeting about including intersectionality in the EDI action plan that needs to be carried over.

ACTION: Include the intersectionality actions in the EDI action plan (RWP and IP to meet to discuss)