

Minutes of the Equality, Diversity and Inclusion Committee meeting

31 October 2018 14.00-14.45, Graduate Centre 1.04

1. Attendance and Apologies for absence

Attendance:

Angelika Stollewerk (AS)
Richard Pickersgill (RWP)
Christoph Engl (CE)
Kristin Hadfield (KH)
Chris Duffy (CD)
Francis Healy (FH)
Peter Heathcote (PHe)
Janelle Jones (JJ)
Christian Nielson (CN)
Temi Owoka (TO)
Tom Stead (TS)
Anna Pachol (AP)
Jane Smith (JS)

Apologies:

Fiona Marsh (FM)
Joanna Szular (JS)
Sandra Brown (SB)
Joyce Jones (JoJ)
Marina Resmini (MR)

Catherine Murray - notes (CM)

2. Purpose

The purpose of the meeting was to discuss the outcome of the School's Athena Swan application, next steps and to introduce the new Chair.

3. Athena Swan Application

The School achieved a bronze award. A feedback report was circulated and a meeting has been set up with Advance HE to provide more detailed feedback. RWP would like to understand if this is simply an issue with articulation (i.e. that the impact is there, it just hasn't been communicated well), or if the issues with our application are more significant (and will take longer to address). This will help the School decide when it wants to re-submit. The application demonstrates good progress, but fails to explain why this is the case.

JS told the Committee that she is working on a best practice document highlighting examples of ways other Schools have demonstrated impact.

ACTION: Circulate best practice document (JS)

The Committee felt it would be useful to review the application and pick out the actions that relate to impact, in preparation for the meeting with Advance HE.

ACTION: Populate a table with actions and impacts from the School's Athena Swan application, before the meeting with Advance HE on the 21st November (EDIC members involved in writing the application)

To improve the application for resubmission, it was agreed that the School could gather more qualitative data for some of its younger actions – quotes, focus group feedback etc.

If the School decides to re-submit in April 2019, it will need to include new data for 2017/18. TO and JS confirmed that they would be able to provide this data in January 2019 (both staff and student data).

4. Flexible working

CD gave an update on progress of his working group. He held a focus group to discuss issues around parental leave and flexible working. Feedback indicated that there was a lack of information / a lack of clarity around parental leave, information was hard to access, and that line managers could benefit from some training in how to assist with parental leave. CD proposed having something on our website which mirrored the Parental leave page developed by SMD. It could include flow charts, and a check list for managers. The Committee agreed this would be helpful.

Other feedback from Professional Services staff indicated that they felt requests for flexible working were not being fairly heard. RWP noted that there needed to be more transparency around policies and processes.

ACTION: Start putting together a set of guidelines for professional services staff (CD)

5. New EDIC Chair

RWP welcomed Anna Pachol to the Committee. AP and RWP will Co-Chair the EDIC going forward. RWP thanked AS for her contribution as Chair over the past six years.

AOB – none

4. Next meeting – 30th November