

## Minutes of the Equality, Diversity and Inclusion Committee meeting

12 June 2018 15.00-16.30, Fogg Seminar room 1.02

### 1. Attendance and Apologies for absence

*Attendance:*

Angelika Stollewerk (AS)  
Richard Pickersgill (RWP)  
Fiona Marsh (FM)  
Marina Resmini (MR)  
Christoph Engl (CE)  
Kristin Hadfield (KH)  
Chris Duffy (CD)  
Catherine Murray - notes (CM)

*Apologies:*

Sandra Brown (SB)  
Francis Healy (FH)  
Peter Heathcote (PHe)  
Janelle Jones (JJ)  
Christian Nielson (CN)  
Temi Owoka (TO)  
Sandra Brown  
Tom Stead (TS)

### 2. Minutes of the previous meeting

There were no minutes to approve as the last meeting was used to review the School's Athena Swan application.

### 3. Update from EDIC Chair (AS)

#### Athena Swan application

The School's application had been submitted on the 18<sup>th</sup> May. It was noted that there were various issues trying to get the application completed on time, in particular significant issues with data. AS noted that SB would be arranging a meeting with the Principal and key members of the EDIC to talk about these data issues.

Members of the Committee felt that with the application out of the way, it would be helpful to have a proper induction, particularly as there are several new members who do not fully understand what is expected of them in their role as 'working group lead'.

**ACTION:** AS to meet with new members of the group to give them a proper induction and to outline the expectations of their role.

#### GSAT (Gender Self-Assessment Team) Meeting

The College held a GSAT meeting after quite some time. GSAT members were informed that the Equality Challenge Unit (ECU) would be consulting with all Athena SWAN members to get feedback on the application process. It was widely felt by members of GSAT that the application was too onerous. They also felt that the issues faced by professional services staff are completely different to those faced by academics. Some GSAT members also felt that since the College got its silver award there hasn't been much activity and that GSAT meetings had been continually re-scheduled. SB will put all the comments into one document which AS can circulate to the EDIC for comment.

**ACTION:** Circulate the document outlining QMUL's response to the Athena Swan consultation for EDIC members to comment on (AS)

GSAT members were also informed that GSAT (which is a College level group) will not exist anymore and will be replaced by a Faculty EDI Committee. It was noted that members of the group were not consulted on this and it means there will not be an opportunity for all the Chairs to meet as they do now, which they do not like. The interim HR manager and SB felt the data provision had improved (it was noted that everyone else at the meeting said it was worse than last time). The interim HR manager did not seem to know that she was supposed to provide data for Schools annually. There are now two people who will work on the AS data (check this with AS?).

#### Athena Swan webpages

It was noted that the School needs to work on its Athena SWAN webpages to bring them up to date. AS will provide TS will all the relevant information for him to update.

ACTION: AS to provide TS will the relevant information to update the School's Athena Swan webpages

#### **4. Athena Swan poster (AS)**

Prof Dickie Clymo created a Heads of School poster which is displayed on the third floor in the Fogg Building. The poster has created some annoyance with some staff members who feel that it is not representative of the diversity within the School. RWP would like the Committee to come up with some ideas for an Athena Swan display, to celebrate diversity within the School and to show the progress that has been made, as an antidote to the poster. Although it was accepted that Dickie's display is part of the School's history, the Committee agreed there should be more posters/pictures around the building which better reflect and celebrate the current situation. It was also felt it was important to celebrate the local community.

RWP mentioned that he had recently attended a women in science photo exhibition, organised by Sarah Harpenslager. The exhibition features images and personal stories of female scientists who travelled to the Arctic and other remote locations to study the effects of global warming. RWP noted there were some nice pictures that they could select and put up around the School. It was felt that using pictures from field work would be nice too.

CD told the Committee about a platform that was created for a module he teaches, which allows students to create articles in science. This is now being expanded to include videos and he suggested this could be developed so that the School could have an entire part of the wiki devoted to AS. RWP noted he would also like to use the video screens.

ACTION: CD to speak to Tom Stead about the platform so that it could tie in with any work Tom is doing (is this right?)

#### **5. Reports from working group leads**

There were no updates from working group leads

#### **6. Athena Swan action plan (AS)**

The Committee reviewed the action plan to ensure working group leads understood the actions their working groups should be responsible for. It was noted that working group leads could further refine actions when they met with their groups. Some additional points that were noted:

- It was felt that role descriptors could be developed quicker than the timeline indicated in the action plan (aim for Autumn 2018)
- For the UG Student Working Group, Sarah-Louise would be able to help with surveys and sending them out
- It was felt it would be helpful to ask staff to contact ex-undergraduate students to see if they would be happy to provide a case study which could be used in open days etc.  
ACTION: Circulate an email to staff to ask them to contact ex-students to see if they would be happy for us to use their profiles
- Although the Committee agreed it would be beneficial to get more PDRA's to go on the fair selection training so they can sit on interview panels (as well as being good for their career development), there was concern expressed about expecting a PDRA to be able to evaluate if a candidate is good enough to complete a PhD. One suggestion was to have two Faculty representatives and one PDRA on the panel to provide extra support. There are currently about 3 PDRA's who have completed this training and they reported that they found it useful
- With regards to action point 2.7, MR noted that research conducted by the Royal Society of Chemists (there were over 2800 interviews were conducted as well as focus groups), found one single factor for women not continuing in science was their supervisor (this is to do with the fundamental difference in the way males and females perceive a PhD and subsequently the approach they take to supervision)
- It was noted that some of the questions that are being asked, like questions around motivation, could be great projects for psychology undergraduates. One suggestion was to create a list of questions and see if some of the supervisors would try to get their students to do them as a project.
- With regards to attracting fewer applications from women, the School needs to look carefully at the wording of its job adverts. The Committee agree that it would come up with a best practice document and template to help people writing job adverts
- It was noted that it was important to gain a better understanding of the criteria that is being used by Faculty to make promotion decisions. In the latest promotion round, there were applications which were supported by the HoS and Senior Executive, which were turned down. It is important to understand the reasons why to enable the School to support staff with their applications in the future to be able to demonstrate what Faculty are looking for. It was also felt that promotion should be discussed during appraisal  
ACTION: RWP to send out appraisal checklist and add a bullet point about promotion
- With regards to parental leave, the Committee felt it would be interesting to review the success of the emergency network. Other suggestions included holding a focus group with the people who had taken parental leave to explore any issues, and holding an information session/providing information to staff who may be thinking about going on parental leave from the perspective of funders. It was felt it was important to explore

some of the issues in the first instance and this could be done by designing some questions to include in the Athena Swan survey

- It was agreed that 'awards' should be added to the next EDIC agenda, so that the Committee could pick up on the previous conversation.

ACTION: Include 'awards' on the next agenda (CM)

**7. AOB – none**

**8. Next meeting – TBC**

ACTION: Send out a doodle poll to schedule the next meeting (CM)