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EDI Committee

Minutes | Tuesday 8th November 11:00-12:00

Present: Fadi Issa (FI), Emily Hotine (EH), John Gilbert (JG), Eleanor Wilson (EW), Gurdeep Mannu (GM), Jo Snoeck (JS), Lisa Bjork (LB), Katherine Corr (KC), Martin Gillies (MG), Dimitrios Doultsinos (DD), Liset Pengel (LP), Jane Niederer (JN), Sophia Abusamra (SA)

Not Present: Claire Edwards (CE), Alastair Lamb (AL), Jo Snoeck (JS), Odette Dawkins (OD), Regent Lee (RL), Ian Mills (IM)

Location: Microsoft Teams

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| **Agenda Item 1** | **Welcome and Apologies** |
|  | * EH welcomed Sophia to the Committee.
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| **Agenda Item 2** | **Minutes of last meeting** |
|  | * EW – training of peer supporters. Division do not have sponsored training sessions until next September. The central team have some ad hoc training sessions that could be arranged with supervisors support + cost of £400. EH to check with JS if training fund can support this.
* Minutes of the last meeting were finalised.
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| **Agenda Item 3** | **Updates** |
|  | New Academic Lead* EH congratulated FI on appointment as Academic Lead.

Survey Headlines* Overall improvements in career development questions
* Significant improvement in “I am supported to think about my professional development” although there is some gender disparity
* Consistent disparity between male and female academics and researchers persist throughout survey, with women in research consistently reporting lowest positive response rates across multiple themes
* Drop in positive response rates to questions around flexibility and EDI
* (Some) areas affecting women more, despite improvement:
	+ Bullying/harassment
	+ Caring
	+ Career development

Grants review panel * More (targeted) advertising, encourage line managers to discuss with staff, promote across different channels. LP suggested JG to mention panels in everyday interactions with researchers who ask about funding.

CDR/PDR * Research concordat states that researchers must be offered a CDR, which is distinct from a PDR. Various departments are trialling different ways of implementing this. EH suggested NDS incorporate CDR into PDR structure. PDR needs overhaul anyway so this action should be brought forward. FI suggested new PDR question for line managers assessing whether they’ve offered PDR to their staff.

Caring responsibilities * EH suggested changing core hours to 10.00-14.00. MG suggested 09.30-14.30. Staff consultation needed.

Job security* This also jumps out as something that is disliked about the department, but is a wider issue that may be beyond the scope of the EDIC committee. Job security is a challenge with people being externally funded. Career training is extended to those nearing the end of their contracts. KC – at MSD level there is work looking at FT contracts, particularly of 10 years or longer. Will be reviewed for equality. Consultation with staff on FT contracts to discuss how to move onto open ended contracts and provide further support needed.

Career development for women researchers and academics* IM reaching out to women to discuss development towards AP posts.
* LP – need something more, perhaps a group of women in the department who can meet and discuss common challenges.
* FI – discuss with Monica Dolton re: Women in Transplantation initiative.
* GM – senior mentorship from women may be helpful? Is there any data on BMEs and are these issues more pertinent to them? EH – that data is available but only for University-wide survey data. We did see similar disparities between BME/white staff (further ethnic disaggregation not possible due to numbers), disabled/non-disabled staff, staff with mental health conditions compared to those without, etc.

KC – university survey* KC to send comms around survey question set this week.
* KC has been making a case to keep the analysis threshold at 5 respondents
* New question set will include class-based questions on parent occupation. There will also be a comms strategy pack for departments to use to boost engagement.
* LP will be leaving the university and stepping down from the EDIC, we wish her the best of luck in the future.
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| **Agenda Item 4** | **4. Action plan update following survey results** |
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|  | **Actions for EDIC** | **Decision / Outcome** |
| Previous actions | 1. EW to look into training more peer supporters within NDS
2. EH to approach academics and researchers and encourage them to sign onto MHFA training
3. ALL to encourage survey completion within the department
4. KC and EH to approach POD for support in collecting training resources
5. KC and EH to discuss MHFA training and monitoring in more detail
6. EH to use Training Fund applications to collate suggested courses and for follow-up
7. EH to look at RCSE and related sites for suggested trainings
8. EH and HR to discuss PDR follow-up to find out what training is being undertaken in the department.
9. EH to discuss new survey question on specific courses undertaken with KC
10. EH to contact OxRSS to see if they have more info on recommended trainings
 | 1. EW updated committee that there are ad-hoc trainings happening in division costing £400pp. EH to check with JS that this could be covered by Training Fund
2. Difficult getting academics to commit to set training dates – EH to look into encouraging academics to sign onto individual courses
3. Survey closed with response rate of 82.6%
4. Ongoing
5. Ongoing
6. In progress
7. Complete
8. Meeting booked 10/11/22
9. KC to send 2023 survey question set this week. EH and KC to discuss.
10. Waiting for response from OxRSS
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| To be discussed at next SAT (new actions) | 1. EH to check with JS that peer supporter trainings could be covered by Training Fund
2. EH to look into encouraging academics to sign onto individual MHFA courses
3. KC to send EH returning carers’ fund report
4. JG to advertise grants panels in bulletin, at Away Day and through individual interactions with researchers
5. EH to email mentors with panel information
6. EH and JG to discuss monitoring and feedback for panels
7. FI to talk to Exec about highlighting 10 days personal development for researchers, grants panels and PDR uptake
8. EH to form line management training working group
9. EH to create line manager toolkit/promote existing toolkit from University.
10. EH to look into PDR/CDR action and add to agenda for next EDIC meeting
11. JS and EH to discuss consulting staff on changing core hours
12. EH to organise consultation with staff on FT contracts
13. EH to reach out to Monica Dolton about Women in Transplantation network and creating network for female academics and researchers in NDS
14. DD to send EH details on women and career development panel
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|  | **Actions for other committees or Management Board** | **Decision / Outcome** |
|  | * EH to report to Events Committee the feedback around staff wanting more social events.
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|  | **Date of next meeting** |
|  | TBD |