

# EDI Committee

Minutes | Wednesday 11<sup>th</sup> May 2022, 10:00 – 11:00

**Present:** Emily Hotine (EH), John Gilbert (JG), Claire Edwards (CE), Liset Pengal (LP), Martin Gillies (MG), Jane Niederer (JN), Dimitrios Doultinos (DD), Jo Snoeck (JS), Lisa Bjork (LB), Katherine Corr (KC), Odette Dawkins (OD), Alastair Lamb (AL)

**Not Present:** Eleanor Wilson (EW), Regent Lee (RL), Fadi Issa (FI), Sue Patchett (SP), Gemma Horbatowski (GH) Gurdeep Mannu (GM),

Location: Microsoft Teams

<b>Agenda Item 1</b>	<b>Welcome and Apologies</b>
	<ul style="list-style-type: none"> <li>• EH welcomed the committee</li> </ul>
<b>Agenda Item 2</b>	<b>Minutes of last meeting</b>
	<ul style="list-style-type: none"> <li>• Minutes of the last meeting were finalised and approved</li> </ul>
<b>Agenda Item 3</b>	<b>Update on Grants</b>
	<p>JG gave overview of proposed Grants Review Panel - once set up will offer to NDS:</p> <ul style="list-style-type: none"> <li>• Support for renewal funding applications ahead of deadlines</li> <li>• Offer MRC Data Management updates</li> <li>• To develop the Internal Grants Review Panel for fellowship funding support</li> <li>• Grants Review Panel to offer suggestions and feedback after interview to aid applications</li> <li>• Thanks, given to external work from Fadi Issa, Val Macaulay, Regent Lee in their support of creating this internal Grants Review Panel</li> <li>• Will assess feedback from users of Panel as to effectiveness of its support and function</li> <li>• Will assess the workload capacity of Panel members over time against number of users</li> <li>• If an application is unsuccessful after support given by Panel – assessment will be undertaken as to why and will gather feedback on how to improve.</li> <li>• Hope to have Panel in place by end of May 2022</li> </ul>

	<p><b>EH:</b> questioned if Panel would be Gender responsive?</p> <p><b>JG:</b> Gender split discussed on Panel set-up with applicants but found this would not fit with application plans – would need additional data to assess this question.</p> <p><b>KC:</b> Would require free text questionnaires to gain full dataset to assess a gender split requirement</p>
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<b>Agenda Item 4</b>	<b>Mentoring Update</b>
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	<p>EH gave update:</p> <ul style="list-style-type: none"> <li>• Recording for workshop completed 10<sup>th</sup> May 2022</li> <li>• Adjusted the workshop to be self-run via Articulate Rise</li> <li>• Will be rolled out University Wide</li> </ul>
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<b>Agenda Item 5</b>	<b>Line Management Training Update</b>
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	<p>EH gave update:</p> <ul style="list-style-type: none"> <li>• Three Objectives discussed: <ul style="list-style-type: none"> <li>➢ Decrease in the disparities between disabled, BME and female staff members' feelings that their line manager supports their career development compared to non-disabled, white and male staff.</li> <li>➢ Decrease in instances of bullying and harassment attributed to hostility and excessive criticism</li> <li>➢ Increase in line manager confidence managing staff performance and giving feedback</li> </ul> </li> <li>• CH: Questioned and mechanism to prevent and address criticism given feedback and pushback to Exec committee for addressing?</li> <li>• EH: Answer given as anonymous reporting but could change PDR to a direct reporting on them and to you ie: cross feedback on PDR meeting outcomes</li> <li>• EH: Ideal would be to change University policy on Bullying and Harassment to include Harm under Impact as well Harm under Intent</li> <li>• KC: University have recently employed a Bully and Harassment Policy Adviser</li> <li>• AL: Would like to see the 360° adopted in same format as with OUH NHS</li> <li>• CE: Would like all Line managers to be aware of Mechanism of career portals for individuals</li> <li>• EH: Consider a Line Manager Tool Kit Alongside Training to advise on career path</li> </ul> <p>EH shared White Board to meeting members to give ideas on Line Manager training and requirements to develop this area. (Results can be found on the White Board link in the EDIC Teams Channel and Teams Chat)</p>
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	<b>Any Other Business</b>
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	<p>AL: Questioned if Spreadsheet for tasks is still on-going and allocation of task?</p> <ul style="list-style-type: none"> <li>• EH: Tacks are identified and will be covered as each one is completed then move to next task. People will be contacted when their allocated task is ready to started.</li> <li>• CE: Some people heavily committed – is this being monitored and recognised?</li> <li>• EH: Can be placed as part of PDR</li> </ul>
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	<b>Date of next meeting</b>
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	Frida 8 <sup>th</sup> July 11:00-12:00
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