

# EDI Committee

## Minutes | Wednesday 13<sup>th</sup> October 2021 10:30-11:30

Present: Ian Mills (IM), Emily Hotine (EH), John Gilbert (JG), Jo Snoeck (JS), Claire Edwards (CE), Odette Dawkins (OD), Alastair Lamb (AL), Eleanor Wilson (EW), Susan Patchett (SP), Liset Pengel (LP), Regent Lee (RL), Lisa Bjork (LB), Katherine Corr (KC), Martin Gillies (MG)

Not Present: Gurdeep Mannu (GM), Fadi Issa (FI), Sheba Ziyenge (SZ)

Location: Microsoft Teams

<b>Agenda Item 1</b>	<b>Welcome and Apologies</b>
<b>Agenda Item 2</b>	<b>Minutes of last meeting</b> <ul style="list-style-type: none"> <li>• EH will be reporting the bullying and harassment survey results in more detail to the MEB this week</li> <li>• No news on the mock panel yet, but the submission is continually being written</li> </ul>
<b>Agenda Item 3</b>	<b>New action plan drafting</b> <ul style="list-style-type: none"> <li>• EH took members of the committee through the action plan, brainstorming specific actions to address the stated goals. Suggested new actions included: <ul style="list-style-type: none"> <li>○ Work with the University's careers service to investigate establishing a career service within the department to include senior members of staff and advise staff on potential next steps in their career</li> <li>○ Organise bi-annual talks from University careers service</li> <li>○ Review staff data to assess how many staff who are eligible have submitted (to RoD) versus how many are not eligible yet but could be in the near future with more support</li> <li>○ Targeted calls to eligible staff and engaging in a discussion to seek to understand why they may not have submitted</li> <li>○ Identify early career researchers that may be eligible to apply for grants as PIs and speak to their line managers to encourage them to nurture their staff into PI positions</li> <li>○ Run ECR workshops and incorporate support for applying as a PI</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Run NDS researcher career event to support researchers at every level with eventual progression to AP level</li> <li>○ Increase career support for APs</li> <li>○ Offer internal secondments to staff</li> <li>○ Implement a shadowing system, whereby staff can shadow colleagues in other roles for one day a week (over single or multiple weeks) to gain insight into and experience of other areas of the department.</li> <li>○ Facilitate discussions between staff so they can learn about new roles and areas of the department</li> <li>○ Organise an accessibility forum for staff to express their needs</li> <li>○ Include discussions around disclosing new information in probationary reviews to allow staff to disclose any conditions once the department has earned their trust</li> </ul> <p>Action: EH will review these suggested actions and incorporate them into the action plan where possible.</p>
--	--

<b>Agenda Item 4</b>	<b>EDIC membership table: person summaries</b>
	To be discussed at next meeting

	Actions for EDIC	Decision / Outcome
Previous actions	<ol style="list-style-type: none"> <li>1. EH will share B&amp;H report with MEB</li> <li>2. EH will continue to draft AS renewal draft for mock panel</li> </ol>	<ol style="list-style-type: none"> <li>1. To be shared in next MEB meeting, Thursday 14<sup>th</sup> October</li> <li>2. Ongoing</li> </ol>
To be discussed at next SAT (new actions)	<ol style="list-style-type: none"> <li>1. EH will review added actions and incorporate into the new action plan where possible</li> </ol>	

	Actions for other committees or Management Board	Decision / Outcome

	Date of next meeting
	Wednesday 3 <sup>rd</sup> November 14:00-15:00