**ESE EDIC Committee Meeting – 1 November 2023**

**Minutes**

**Attendees:**

Sophia Quazi, Rebecca Bell, Diana Cano-Bordajandi, Cindy Valuto, Valentin Laurent, Rebecca Culquhoun, Sam Krevor, Bethany Crenol, Adriana Paluszny Rodriguez, Dylan Rood, Rob Lowther, Diego Mesa Pena, Dominik Weiss, Valerie Locher, Catherine Booth, Aoife Robertson, Carl Jacquemyn, Kosuke Ikeya, Matthew Morris

**Action: Seek UG representation at the next staff and student committee meeting.**

The minutes of the previous meeting were agreed as a true and accurate record.

The committee Terms of Reference were agreed.

**Action: Update names on ToR**

Rebecca and Sophia welcomed new committee members and all attendees introduced themselves.

1. Student and Staff Survey Results

The student survey results were discussed at a previous meeting and the 90 responses were overall positive. Certain areas needing attention, such as career advice and fieldwork, have been delegated to Dylan Rood, Valentin Laurent, and Carl Jacquemyn for review. The responses were mainly split between undergraduate and PhD students, with fewer responses from MSc students.

The staff survey received 65 responses, and the results were similar to those received in last year’s survey. The questions asked this year allowed for more context and a better idea of target areas.

**Action: EDIC Committee members to volunteer to review survey data in small groups.**

2. EDI Priorities for the upcoming year

Committee members split into groups to discuss both staff and student facing EDI priorities for the academic year ahead. This was a consultation exercise to collect ideas from committee members.

Staff facing:

* Tailored bullying and harassment training – with actors.
* Evaluation of accountability processes for bullying and harassment – publish case studies.
* Central Services consultation regarding workload.
* Clearer guidance and templates for preparing EDI statements for research grants.
* Contextualising our history.
* Promotion and progression – particularly in PTO job family.
* Annual review conversations.
* Increasing staff diversity.

Student facing:

* Improving racial integration in the department.
* Revise and improve training provided to students, ensuring consistency and highlighting expectations and culture.
* Include a values statement in application process.
* Address fieldwork as a barrier to diversity.
* WP students – how can we attract more?
* Create ESE EDI Logo, badges etc.
* Improve dissemination of EDIC Committee achievements and progress.

**Action: SQ/RB to use this discussion to draft list of priorities.**

**The next EDIC Committee meeting will be held on Monday 4th December.**

This meeting will focus on reviewing the report written by Melanie Lee following her conversations with staff about bullying and harassment.

**Action: SQ/RB to ask Ireti Webb to join the next meeting.**

3. AOB

Katharina Kreissig is stepping down from EDIC and as Athena Swan chair. A new Athena Swan Chair will be recruited ahead of the next application (2026)