ESE Equality, Diversity, Inclusion and Culture (EDIC) Committee

Minutes

6 March 2023

12:00 – 1:30 pm

Location: RSM G.41 and MS Teams

1. Welcome and matters arising from the last meeting – Becky Bell

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

Rebecca Bell circulated an email regarding the Bullying and Harassment Initiative with all staff.

Sophia Quazi received comments on the student survey questions.

1. General bullying and harassment session update – Becky Bell

Melanie Lee has now had 6 conversations with people in ESE. Becky Bell has circulated an email with staff, which will hopefully generate more interest in the 1-1s with Melanie and conversation spaces. Melanie is not yet able to provide an anonymised review of her findings, but when she has collected enough data, she will present to the committee.

The outcome of the initiative will probably involve the development of a training provision of some kind. Dylan Rood has enrolled in staff harassment support contact training, which will be running over the next few months. Dylan suggested using this training as guidance for the training developed as a result of the initiative. The committee agreed that it is important to ensure that the training package is tailored to our department and encourages engagement.

The Committee discussed developing an ESE code of conduct. The College is working on a wider code of conduct, Lizzie Day will share the code of conduct currently used for fieldwork with the committee and add it to the website.

**Action (SQ/RB): Sophia Quazi and Becky Bell to approach the central college EDIC team for information on the college level training currently offered.**

1. Student EDI Survey – Sophia Quazi

Sophia thanked those who provided comments on the suggested questions for the Student EDI Survey. The main area of discussion was the section on Bullying and Harassment – in particular, there were safeguarding concerns around the open questions. Valentin Laurent raised concerns about establishing the context of any bullying and harassment reported via the survey.

The PhD section of the survey will be scrapped, as it is covered by the PRES.

**Action (RB): Becky Bell to report back following her meeting with Lorraine Craig.**

**Action (all): The Committee to send a final copy of the survey to the HoD, DUGS, DPGS etc for review before circulating.**

1. International Day of Women and Girls in Science (IDWGS) Outreach Fund – Sophia Quazi and Becky Bell

The launch event for the outreach fund took place on the 10th of February. There was an excellent turnout, and three different students approached the team to discuss potential projects. The deadline for applications was Friday 10th March.

**Action (SQ/RB): Sophia and Becky to put together a panel for assessment of applications.**

1. Resource on helpful/unhelpful language concerning protected characteristics – Rebecca Smith

Rebecca Smith discussed developing a crib sheet for helpful/unhelpful language concerning protected characteristics. This was also discussed at the MHAT. The College EDI Centre do not have a specific resource on this. The Committee discussed incorporating the document into the EDI handbook and maintaining it as a living resource to ensure that it remains up to date and in keeping with any changes.

1. Unpaid GTA work during field trips – Dylan Rood

Dylan Rood shared a presentation on his concerns regarding unpaid work by GTAs while on fieldwork. The current payment system doesn’t recognise that hours worked are often much greater than the maximum claim of 4 hrs per day. The committee agreed that this is inconsistent with the department values.

The committee voted to bring this as an item to the next departmental meeting but clarified that it is ultimately an UG teaching committee decision.

1. AOB

Becky and Sophia asked that committee members come forward and take ownership of smaller projects and actions.

The Committee discussed MSc application fees – what does the money get used for and are the fees exclusionary.

International Women’s Day took place on the 8th March, the theme this year was ‘Embrace Equity’.