

Paper 2: Minutes from 1st February EDI Forum

Equality Diversity and Inclusion Forum

Minutes of the EDI Forum 1st February 2024

Present:

Wayne Mitchell	WM	Chair, Associate Provost EDI
Lesley Cohen	LC	Associate Provost EDI
Chloe Agg	CA	Mechanical Engineering
Natasha Ahuja	NA	Co-lead of EDI Working Group
Emily Allen-Benton	EA-B	Faculty of Medicine
Francesco Aprile	FA	Co-Director EDI
David Ashton	DA	Student Union
Véronique Azuara	VA	People & Culture Committee Chair
Kellianne Bartley	KB	Co-chair of EDI Committee
Jackie Bell	JB	EDI Lead
Rob Bell	RB	Athena SWAN Co-ordinator
Aneesha Bhumber	AB	Faculty of Medicine
Joao Cabral	JC	EDDC Chair
Sankalp Chaturvedi	SC	Business School
Owen Cheshire	OC	Enterprise
Suzanne Christopher	SC	Head of Employee Engagement, HR
Claudia Clopath	CCI	EDI Committee Co-chair
Andrea Cojoccea	AC	Deputy President (Welfare)
Alex Dawes	AD	REC Co-ordinator
Jordan Elliott	JE	ICU Working Class Officer
Liz Elvidge	LE	Head of Postdoc & Fellows Development
Sarah Essilfie-Quaye	SEQ	Faculty of Medicine
Candice Gow-Smith		
Sapna Halder	SH	Athena SWAN Lead
Josh Hodge	JH	EDI Committee Chair
Avi Kaura	AK	ICU LGBTQ Officer
Kani Kamara	KK	Head of EDIC Centre
Charlotte Kestner	CK	UCU EDI Representative
Sevinc Kiasasic	SK	Public Engagement Prog Manager (Inclusion)
Ahlam Khamliche	AK	Able at Imperial Co-chair
Emmanuel Lawal	EL	ICU Disability Officer
Jesse Lecoy	JL	Institutional Affairs Co-ordinator
Aaron Lett	AL	Diversity Champion
Simon Levey	SLE	Imperial 600 Co-Chair
Susan Littleson	SL	Deputy Director, Organisational Dev & Inclusion
Travis Mager	TM	Committee Representative
Adrian Mannall	AM	Able at Imperial Co-Chair
Kristin Martin	KM	Able at Imperial Co-Chair
Dez Mendoza	DM	Able at Imperial Co-Chair
Subhanjoy Mohanty	SM	EDI Committee Chair
Susan Parker	SP	Equalities Officer
Jeremy Pitt	JP	EDCC Chair
Nathalie Podder	NP	ICU BME Officer
Karen Pontifex	KP	Dept Staffing & Business Support Manager
Sophia Quazi	SQ	EDI Co-ordinator

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Aurick Sahota	AS	UNISON Representative
Sneha Saunders	SS	Administration Manager & Staffing Co-ordinator
Paul Seldon	PS	Senior Teaching Fellow
Vahid Shahrezaei	VS	Faculty EDI Champion
Sivakumar, Aruna	AS	EDDC Deputy
Quentin Smith	QS	EDI Chair
Rebecca Smith	RS	EDI & Dept Co-ordination Manager
Wendy Song	WS	ICU Gender Equality Officer
Christian Speck	CS	Opportunities Committee Chair
Adam Sykulski	AS	EDI Committee Co-Chair
Joanna Thompson	JT	Department Manager
Chetna Vaghela	CV	EDI Committee Co-Chair
Sophie Van der Ham	SVH	ICU Liberation & Campaigns Co-ordinator
Kassandra Vezyrgianni	KV	EDI Committee
Simone Walker	SW	EDI Committee Co-lead
Rowena Wang	RW	School EDI Project Co-ordinator
Emma Watson	EW	Department Manager
David Whittaker	DW	EDI Committee
Jen Wiseman	JW	Imperial 600
Jacalyn Murphy (Minutes)	JM	EA (Equality, Diversity & Inclusion)

Apologies:

Cristina Banks Leite	CBL	Athena SWAN SAT Chair
Heather Battey	HB	EDI Committee Co-Chair
Johanna Jackson	JJ	EDI Committee Co-Chair
Lara Mistry	LM	Public Engagement Manager
Chris Peters	CP	Culture & Engagement Committee Co-chair
Lesley Regan	LR	People & Culture Committee Chair
John Tregonning	JT	People & Culture Committee Chair
James Wilton-Ely	JW-E	Co-director in EDI

	Agenda Item	Action
1.	Welcome and Apologies	
	The Chair Wayne Mitchell welcomed all	
2.	2. Minutes of last meeting held on 4th October 2023 and matters arising (paper 2)	
	The Chair summarised the Minutes of the last meeting that were agreed as correct.	

3.	International Women's days events (LC)	
	<ul style="list-style-type: none"> • LC comments on this is the first international women's week as Associate Provost and that very excited having spent years working to support women on their journeys. LC recognised the contribution of LE in commissioning the production of the report about 'What do women need to progress in academia?', which reflects the perspectives of research associates but it's also common to dominant academia and their career journeys. With the focus of Women at Imperial Week is, 'Support for Women throughout their Career Journeys'. LC mentioned that range of activities across Imperial including the Business School, POD and Student Union that were happening and including topics such as Imposter Syndrome Workshops, and issues affecting Female PhD students. Key lecture of the week with be our guest Uzoamaka Nwamarah who is an Imperial College Alumni and Climate Change advisor for the Commonwealth Institute and will be speaking about the work supporting women and girls in their careers in Africa. • LC mentioned that the event was taking place in the middle of the college's strategy launch which meant that college Comms have limited bandwidth to advertise this event. We are requesting that the event be advertised through local departments and committees. • LC recommends that everyone reads the report 'What do women need to progress in academia?' As it makes some very powerful statements 	
4.	Chair's Report (Paper 3)	
	<ul style="list-style-type: none"> • WM reads the chair report highlighting activities since the previous meeting, recognising that AP-EDI has been in listening mode to hear and understand the EDI landscape across Imperial. To identify the various EDI initiatives and activities. Meeting with HOD and attending EDI department meetings, staff networks. As a result LC and WM have identified 5-6 keys areas including, recruitment; training and levels of engagement and impact on the EDI landscape; Communicating EDI, what does best practice look like and is the good work being recognised. How joining up at the different areas working on EDI within he college, i.e. faculties, departments and staff network are they working together or separately? How do we develop strategies that help to generate trust and greater engagement with EDI in the College? WM highlights the recognition of Abdus Salam in the renaming of the Central Library as an excellent example of own Imperial's history. WM mentioned key initiatives 	

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	<ul style="list-style-type: none"> ○ that 78 applicants for the PVP system ○ 21 applications for the Excellence Fund for Learning and Teaching: Tackling Racism within the curriculum, with 3 being directly supported and three further project being refined ○ Transphobia definition to be presented at PCC (Action Point) ○ Athena renewal ongoing with several applying in the February for, Bronze, Silver and Gold ○ Imperial rebranding, make sure that EDI is embedded into the fabric of the university. <ul style="list-style-type: none"> ● WM comments that EDI should be an agent of change. ● AK mentioned about design aspects of the new brand and that ABLE were not consulted and many members did not feel it was accessible. WM mentioned that the correspondence suggest that the branding team had consulted widely, however, these were with external groups. AK suggested that more value should be placed on internal stakeholders of the college compared to those external and this is often not the case. LC noted that strong comments had already been forwarded to the branding team to voice those concerns. (Action point to follow up) ● CK mentioned that the rebranding had taken away the College London and left Imperial (which is problematic because of the connotations. ● LC mentioned that these arguments have been well made and the response often focus on ● ID mentioned that Imperial is a really cool Chinese character and perhaps they have missed an opportunity, additionally the accessibility of the slides and the push for more user-friendly colour schemes and slide desk (Action Point on slide desk and branding). ● Ask someone from the branding team to outline the process (Action point) 	<p>AP-EDI</p> <p>AP-EDI</p> <p>AP-EDI</p>
<p>5a</p>	<p>Staff networks report (verbal)</p>	
	<ul style="list-style-type: none"> ● SEQ for IAO <ul style="list-style-type: none"> ○ No exec Sponsor, so missing the visible support from senior leadership ○ Recruitment drive for members ○ Weekly Belonging interview series with over 160 videos, with the most watch with over 2,800 views ○ Meet the Author, and development of diverse reading list with the library ○ Current 474 membership 	

	<ul style="list-style-type: none"> ○ IAO Media Academy, secured funding from Research England and are working with external organisation (Institution of Cancer Research) in delivering the program to their staff and students. ● RS mentioned campus engagement events, if network leads are interested to develop more on campus engagement. ● SLe for Imperial 600, <ul style="list-style-type: none"> ○ Priority to ensure the voices of the transgender community is heard by policymakers in the College ○ Ensure strategy is up-to-date and there are sufficient and suitable people to deliver the roles of the LGBTQ+ community at Imperial. ○ The importance of being able to collate and share the collective voice was important for helping to influence policy, i.e. transgender definition. This type of collective action really made a difference. ○ No executive sponsor, previous has recently stepped down. ● AB for Imperial 600, outlined the plans for LGBTQ+ History Month with activities including campus specific coffee mornings, online new member welcome. Trying to prioritize event not after work. Also looking at ways of raising awareness of the different identities, i.e. T for Trans and A for romantic asexual community of I-600 <ul style="list-style-type: none"> ○ Also pronoun drive with pronoun badges ● AK for ABLE <ul style="list-style-type: none"> ○ Looking to create a newsletter either monthly or bimonthly ○ Still have regular coffee mornings on Friday mornings ○ From the Calibre presentation the importance of performance and play was therapeutic, so would like to create opportunities to organise evening trips ○ Exec Sponsor assisting with secure a famous speaker for talk in June or July. ○ Mentioned about better consultation with staff network with key policy, not just have them land on as a final 'job done'. ○ Ensure that their voice is heard in the room when decisions are made. ○ Looking into creating a blog for the imperial website ● DM for ABLE <ul style="list-style-type: none"> ○ No policy for ableism, members are subjected to ableism on many levels ○ No Disability Ally page ○ Students have a Disability Advisory Service, what is the staff equivalent? ● DB for PAAN 	<p>AP-EDI</p>
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	<ul style="list-style-type: none"> ○ PAAN have exec sponsors in Harbhajan Brar and Susan Littleson. ○ The network feels supported and are working with POD to develop some bespoke training. ○ Creating a webpage within POD website that signposts to possibly apprenticeships and activities helpful to the community. ○ Looking into promotions in the PTO career progression. ○ Want to have discussion with Robert Kerse on job evaluation, job matching, consistency with job titles, salary and grading structure. <p>WM one element to look at is a time audit for the EDI activities, how much time is actually being spent on EDI activities in the community. KK Requests that the staff network leads liaison with EDIC in order to capture this information it would be really helpful. This will be made a priority was part of the next agenda. (Action point).</p> <p>AM Mentioned that this can be made into a standardized format to easily capture the information. LC mentioned about capturing the workload within departments including teaching workload. LE Mentioned about reward and recognition from the chair of the EDI committee to the PhD student writing the submission. LE mentioned that it's important that we talk about the conversation to be had.</p>	AP-EDI
5b.	<p>Student Union Report Student Union Representative present including AC, Deputy President (Welfare), EL, Disability Officer, AK, LGBTQ+ Officer.</p>	
	<p>EL mentioned working on hosting some workshops with faculty to help improve the way that faculty delivers the learning content and make the academic resource more accessible. The training is to focus on delivery of lectures in terms of online services and platforms. Also looking at improving welfare support for students and raising awareness of individual stories of students both within departments and across the college. Finally greater transparency about training the faculty on EDI and disability issues to ensure greater understanding of issues such as reasonable adjustments as this seems quite worrying from the students point of view.</p> <p>ID mentioned That his wife works at a different university and when they start their teaching modules they receive a information regarding anyone who requires additional needs and gives them an idea of what adjustments are necessary. Depending on the type of need may influence the type of activities that you engage with IE someone who cannot engage with group work for example.</p> <p>AK Happy LGBT History Month, they have been working on several issues including particular areas related to the trans community to support their needs</p>	

Commented [LM1]: This looks like a typo.

	<p>more effectively. One such issue includes the gender expression fund which is basically a model of a fund is available for gender expression related items such as binders. Similar model are available at UCL. The award of EDI seed fund and to enable the production of a video to be released and disseminated in June for pride month and also have a wristband for Pride in London. In discussion with the union to have lanyards and pronoun pins and badges. They have been working with I600 to understand how they can navigate the situation. AC mentioned that this is a good summary of all the activities that have been happening.</p>	
<p>5c.</p>	<p>Departmental updates (Verbal report)</p>	
	<p>LMS</p> <p>QS: completed the annual survey between November and January 2024, with 40% participation rate. The survey focused on EDI related activities and compared to previous studies there's been some change in relation to ethnic diversity and sexual orientation and also individuals from ethnic minority backgrounds compared to previous years. Key themes which emerged and recurrent themes include; support for disabilities and, unfair treatment in relation to gender, imbalance in the workload. The effects of caring responsibility on workload in relation to long hours worked in the institute. Within LMS QS (PhD student) and Postdoctoral researchers are the co-chair of the EDI committee. QS mentioned changing the name of the EDI committee from equality to equity. Provide a discussion point for meaning of equality everyone treated the same and equity, everyone treated to meet their needs to level the playing field. RS agreed the business School also used Equity not Equality. WM a further debate is needed. QS mentioned two campaigns,</p> <ol style="list-style-type: none"> 1. 'Are You OK?' looking at student welfare and how to spot key signs during different stages of the PhD. 2. Campaign to support invisible disabilities, where to signpost to get the necessary help <p>LMS have hired an EDI Manager, working alongside the EDI committee and with HR? the committee is currently made up of postdocs, students and technicians, there are on PI's, or senior leaders. WM thanks QS for the report.</p> <p>The next report from JC. They submitted their Athena Silver renewal in November and are awaiting the response. SCJC spoke of the Culture survey and highlighted some serious concerns from the results, these being:</p> <ol style="list-style-type: none"> 1. Bullying and harassment 2. Workload and Wellbeing and Mental Health 	

	<p>3. Career development and mentorship</p> <p>Chemical Engineering</p> <p>JC cautioned on the way in which the questions were phrased with the illustration of, 'do you think that there is for example gender equality in your department?' With the interpretation being taken literally or being missed in translation. Therefore the survey results meaning need to be unpacked. More detail is supplied in the report submitted by Sneha. WM asked about the Athena renewal, JC responded that this was the first time they had complete the application but the 'streamlined' submission was still over 100 pages representing a significant amount of work. JC cautionary tale. Search for a list of KPIs, obvious things like names, number of females students or female applicants, WP students, exam and project success. But also consider the personal interactions however this approach results is lots of information but may miss the key essence of what needs to be measured to demonstrated effective change. So it's important that the community are clear about what change there are looking to measure.</p> <p>LC congratulations JC on the work but reiterates the sense of frustration the repeating pattern with necessarily witnessing the change that we want to see. JC mentioned about the unintended successes that occur which often are not what we planned but just happened and the frustration of not really knowing how they happened.</p> <p>WM ask TB mentioned able two publication relating to the medical school attracting WP students but the outcomes for them but not so good and enabling their progression through the program. TB highlighted the complexity of operating a program that does not fit into the college system, resulting in a significant workload to evaluate the effectiveness of the degree program. As Trisha Brown to send the paper mentioned.</p>	
6.	<p>Guidance for trans staff and students to change names and gender markers on college systems (Jackie Bell, Andreea Cojoccea)</p>	
	<p>AC reports on the problem faced by Trans and Non-binary students in having their names and gender pronouns changed on the college system. Explanations have been provided why the problem occur, but it is still disturbing that it continues to happen.</p> <p>JB outlined the ongoing work to prepare guidance documents that address to problems encountered when trying to change their name and pronouns. The intention is for this to be hosted on a webpage to make it easier to make the necessary changes.</p>	
7.	<p>EPSRC EDI Hub (Jackie Bell)</p>	

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	WM asked JB to provide a update on the ESPRC EDI hub bid, JB thanked everyone for their support in undertaken the proposal. Several meaning collaborations had come from the process, however the proposal was unsuccessful. JB reiterated the that process had been very beneficial and we'll be try to extend our reach and impact further in the future.	
8.	Creative Connections (Sevink Kisacik)	
	SK Creative Connections outlined a project with links EDI at Imperial with the community Outreach and public engagement objectives of the college. SK provided the genesis of the project with the objective of promoting a 2-way dialogue between the college and various communities. Working with anti-racism and anti ablism art consultants, conversations with other universities embarking on similar projects related to history and legacy. The projects aims to provide agency to under-represented groups to explore the narrative on their terms. The Project is to be completed by July 2024 with workshops being held in March. Interesting point raised by SK in the intentional planning for accessibility into the funding stream as part of the bidding process.	
9.	Any Other Business	
	LC mentioned the embryonic proposal to initiate the EDI in focus online meeting with the opportunity to invite external speaker to share best practice. LC highlighted that there are about 500 people working on EDI and equity related activities on People and Culture committees around the college. We will disseminate the information once the first event has been organized. WM thanked all members for their valued input and attending.	

Date of Next Meeting

Actions Points

Action Point	Activity	

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1.	Contact Suzanna Christopher regarding bespoke questionnaires for survey using Pulse Survey tool	AP-EDI
2.	ABLE new Imperial branding: Lack of consultation with ABLE. Issue highlighted are the accessibility of the fonts and the colour palette used for some visual effects.	AP-EDI
3.	Work load Audit: recognition of the time commitment for EDI activity at Imperial. Look at using a standardised form for ease of collection and collation of the information	(KK and AP-EDI)
4.	Provision of Reasonable adjustment templates for teaching staff to better support students with disabilities	(AP-EDI)
5.	LGBTQ+ student video created for pride month in June	
6.	Transphobia Definition presented at PCC	AP-EDI
7.	Branding team to present at future forum.	AP-EDI
8.	Staff networks audit to capture time spent on different activities. To be a priority agenda point for the staff network lead meetings.	AP-EDI
9.	LMS co-chairs of EDI committee are PhD student and Postdoc (where is the academic leader or senior leaders involvement?)	AP-EDI
10.	Trisha Brown Medical school publications obtain copies.	AP-EDI