

ACTION NOTES FROM EQUALITY AND DIVERSITY MEETING 24/10/2017

Introductions and New Committee Structure

- New reviewed documents detailing the smaller committee structure were available in packs
- Introductions were made and the group welcomed Steve Wonnocott as the new Athena SWAN Champion

Updates and Reminder of Progress from Cassie

- Cassie presented the most recent data which highlighted the main areas of concern in the department – identifying the biggest challenge as large gender imbalance towards start of the staff pipeline (ECRs). This is unlikely to change over time (people don't tend to leave Bath!) and any potential for change here will be via planned growth / new recruits.
 - **ACTION: Cassie Phoenix to circulate presentation to group**
- Review of the process and success rates for applying for the Silver award – 41.7% success rate
- Noted that in the Bronze application there was missing data and not all of the questions were answered, which will need to be addressed for the Silver application
- The new SMART Action Plan, which was developed with Ailsa McGregor, will emphasise showing impact and help to facilitate linking with other groups across campus to capture data and events
- Other Universities such as Exeter and Swansea have particularly engaging Athena SWAN webpages
 - **ACTION: Meeting to discuss plans for Bath website**
- Particular achievements so far were noted, including Training with Tea, core hours of 10-3, and department celebrations of International Men's/Women's Day
- It was noted that Staff who return from maternity/paternity/adoption leave also meet with the DOLT and DOS when they return if they teach
- It was noted that whilst the Annual Personal Research Fund cannot be rolled over into the next academic year, staff are able to access additional support to catch up – however, more could perhaps be done in this regard and further options regarding the Research Fund could be explored
- It was noted that Sue Johnson will no longer be supporting the Athena SWAN application as she has left the role – her replacement **Jacqui Corderoy** or **Alice Rebbeck** in HR will now be providing support (clarification was needed on this)

New SMART Action Plan

- Birmingham and Swansea are going to be reviewing our application and sharing good practise in exchange for us reviewing theirs
- Equality and Diversity has been set as a standing agenda item on committees but this has not always been utilised in a particularly meaningful way so far. It is anticipated that this will improve via the introduction of sub-group leads within the E&D Committee.
- All committee members have been asked to promote the Sprint course, which is a 3 day course being run in January for female undergraduates – it was noted that this might not be the most suitable time to run the course and dates should be investigated
<http://www.bath.ac.uk/students/careers/equalities/sprint/index.html>
 - **ACTION: Becky Holdsworth to promote this in the December SEO newsletter**

Introducing the Sub-Groups

- The sub-groups have been structured around the Athena SWAN Silver application questions, with lead appointed for each.
 - Sub-group leads were asked to brainstorm actions, activities, and potential connections across the University who will be useful resources and connection points in relation to the section requirements.
 - **ACTION: Everyone to update the Sub-Group document available on the X: Drive with this info.**
- A group for professional services staff called DOT was mentioned which could assist with professional services data
 - **ACTION: Investigate this group – (PS reps)**
- The following areas were discussed:
 - Useful contacts for Student Data
 - Exploring gender diversity in teaching – case studies, quoted scientists etc
 - ‘Good News’ stories and case studies can be included in applications
 - Plans to support PhD student teaching opportunities with students
 - Mapping Staff Mentoring – how mentors are assigned, when they are assigned, noted that there are more mentors than mentees, expectations of mentors especially for mid-career, also noted other schemes such as AURORA and Senior Women’s Network
 - **ACTION: Cassie Wilson and Fiona Gillison to create a factsheet for mentoring to encourage participation**
 - **ACTION: Mentoring to be advertised at the December Staff Meeting**

Now and Next

- In the action plan, items in Red need to be addressed immediately, and items in Amber need to be addressed soon
- On the X: Drive, files should be stored and shared in the shared Admin folder
- Committee members were encouraged to consider joining the ECU panel, as this can give an insight into how applications are assessed and awarded
 - **ACTION: Cassie Phoenix to circulate link to committee panel**