

# Equality, Diversity and Inclusion Centre (EDIC) Annual Report 2018-2019

## 1 Introduction

The Equality, Diversity and Inclusion Centre (EDIC) works to support staff and make Imperial a better place to work by promoting equality, diversity and inclusion. EDIC offers advice, training and support as part of the College's HR services.

Staff in EDIC listen and talk to staff across Imperial and work towards mainstreaming equality, diversity and inclusion (EDI). They work with individuals, teams, and departments, providing help and advice. They also deliver training, programmes and initiatives and work with HR colleagues on policies and processes. Their main responsibilities include:

- Working in collaboration to promote EDI and to eliminate all forms of discrimination
- Influencing and advising on best practice, specifically ensuring compliance with EDI legislation and Imperial policies and procedures
- Providing a variety of training courses for Imperial staff, as well as development programmes
- Working with the College's diversity staff networks, facilitating two-way communication, and ensuring year-on-year progress
- Building collaborative working relationships with appropriate community groups, professionals and sector-wide peers

This report covers EDIC's activities from August 2018 to July 2019.

## 2 Training courses

### 2.1 Flagship leadership and talent development programmes

2.1.1 IMPACT (Imperial Positive About Cultural Talent) Development Programme  
[IMPACT is a talent development programme](#) for Black, Asian and Minority Ethnic (BAME) staff.

The IMPACT programme attempts to address some of the issues still faced by some BAME staff. Statistics show that the majority of staff of minority ethnic origin still occupy lower-level positions despite possessing qualifications and skillsets equivalent to those of non-minority origin. IMPACT helps guide individuals to not only take responsibility for their own careers but help them to develop strategies to overcome barriers that they may face.

#### Summary of provision

IMPACT starts in June every year. The June 2018 cohort [graduated in September 2018](#) and there were 11 participants. The June 2019 cohort [graduated in September 2019](#) and there were 16 participants.

Each cohort took part in six workshops, four Action Learning Sets and a minimum of four one-hour mentor meetings. <https://www.imperial.ac.uk/equality/support-for-staff/disability/workplace-adjustments/>

#### Participant satisfaction

Out of the 16 members of the 2018 cohort, 6 filled in a survey afterwards about their experience of the IMPACT Development Programme. All the respondents felt that IMPACT met their needs fully or partly, and they all rated the IMPACT programme's success at developing their confidence and their career as adequate or above.

*"Before the IMPACT Programme, I constantly made myself small, spoke quietly and tried to make myself invisible. The IMPACT Programme enabled me to regain the confidence that I had lost as well as affirming my good qualities and traits."*

– 2018 IMPACT graduate

*"The programme helped me to better understand the 'Imperial culture' and make some good links within a safe environment. I left the programme feeling reassured about my personal development and career progression."*

– 2018 IMPACT graduate

### 2.1.2 Calibre Leadership Programme

[Calibre is a talent development](#) and leadership programme for staff who identify as neurodiverse or disabled, or who have a long term physical or mental health condition.

Calibre aims to develop and implement strategies that reflect the unique challenges and experiences of disabled staff. It has been designed to address the distinct and often subtle barriers disabled staff face in the workplace.

The programme has been developed and is delivered by Dr Ossie Stuart, an international disability consultant and academic, in partnership with EDIC.

#### **Summary of provision**

8 Calibre delegates [completed the 2019 programme](#). The programme consists of five workshops, including an away day.

#### **Participant satisfaction**

All delegates fill in a pre-programme questionnaire to rate their confidence out of 5 (1 being the lowest, and 5 being the highest) on various topics. Delegates also fill in a post-programme questionnaire to see how their confidence levels on the same topics have changed and how Calibre has helped them develop.

Before the programme, 72% of the delegates' confidence ratings were 3 or below; after the programme, this dropped to 44%, meaning that the majority (56%) of the delegates' confidence ratings were at 4 or 5, indicating the highly positive impact that Calibre has on participants' levels of confidence.

As an example, prior to the programme, none of the delegates rated their confidence on the following topics as 5:

- Discussing your disability needs with your colleagues
- Putting your ideas forward at team meetings
- Influencing managers to think about disability in a positive way
- Getting involved in committees and meetings related to your role

After the programme, each of these topics had 2 delegates rating their confidence at 5.

Delegates were also asked about changes that they would make as a result of attending the Calibre programme. Below is a selection of their responses:

*"I developed confidence and asked to increase my days working from home to one a week."*

*"I am more confident and will be more ambitious in my job applications in the future."*

*"I will speak out when mine or others' needs are not met."*

## 2.2 Equality and diversity online course

EDIC is responsible for Imperial's [online equality and diversity course](#), a 90-minute introduction to the subject recommended for all staff. The course is also a core module of the Imperial Leadership and Management Development Programme (ILMDP).

The success rate in 2018-2019 was consistent with the total average success rate (82%).

### 1 August 2018 – 31 July 2019 data

Attempts at test	Number of Passes		Attempts at test - excluding 2nd passes	Number of Passes
639	546		626	534

### Total data for online course (as of 7 Jan 2020)

Attempts at test	Number of Passes		Attempts at test - excluding 2nd passes	Number of Passes
1,946	1,589		1,905	1,549

EDIC began work in summer 2019 to review the current online course and explore the possibility of working with Marshall's (an e-learning consultancy) to develop a new, updated version.

## 2.3 Face-to-face training

EDIC's [standard programme of training](#) for the academic year includes:

- Active Bystander
- Disability Awareness
- LGBT+ Awareness
- Harassment – Confronting Inappropriate Behaviour
- Harassment – The Management Perspective
- Mental Health First Aid (MHFA): two-day full course and half-day introductory course
- Unconscious Bias

### Summary of provision

EDIC provided a total of **29** training sessions during this reporting period, for a total of **489** participants.

Course	Number of participants	Number of sessions
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<b>Active Bystander</b>	79	3
<b>Disability Awareness</b>	23	2
<b>LGBT+ Awareness</b>	25	1
<b>Harassment – Confronting Inappropriate Behaviour</b>	44	3
<b>Harassment – The Management Perspective</b>	53	4
<b>MHFA two-day</b>	84	6
<b>MHFA half-day</b>	60	5
<b>Unconscious Bias</b>	121	5
<b>Total</b>	<b>489</b>	<b>29</b>

### Participant satisfaction

At the end of each course, participants are requested to fill in a survey about their experience of the course. They are asked to give an overall rating for the workshop out of 5, with 1 being low and 5 being very high.

<b>Course</b>	<b>Average rating (out of 5)</b>
<b>Active Bystander</b>	4
<b>Disability Awareness</b>	4.6
<b>LGBT+ Awareness</b>	4.3
<b>Harassment – Confronting Inappropriate Behaviour</b>	4.6
<b>Harassment – The Management Perspective</b>	4.4
<b>MHFA two-day</b>	N/A*
<b>MHFA half-day</b>	N/A*
<b>Unconscious Bias</b>	4.4
<b>Average rating overall</b>	<b>4.3</b>

*\* There is no participation satisfaction data recorded for the MHFA courses as all the feedback was sent directly to MHFA England during this period.*

## 3 Bespoke consultancy

Aside from the training detailed above, EDIC also delivers bespoke consultancy work related to EDI. During this annual reporting period, EDIC provided a number of bespoke sessions, including:

- EDI training for Library Services
- Unconscious Bias and EDI training for the National Heart & Lung Institute (NHLI)
- Anti-Harassment and Bullying training for the Public Engagement team
- Coaching CPD (Continuous Professional Development) Day for the Learning and Development Centre (LDC)
- Unconscious Bias training for the Department of Computing
- Team Away Day for senior managers in the Department of Mechanical Engineering about inappropriate behaviour and power imbalance

There were several bespoke MHFA sessions including 1 two-day course (with 16 participants) for hall wardens at Wilson House, and 6 half-day courses (with a total of 94 participants) for areas such as the Department of Earth Sciences and Engineering, and the Financial Services team. Additionally, a 90-minute MHFA session was delivered to technicians from across the College (with a total of 63 participants from 17 departments).

EDIC also works with external providers to deliver some sessions, including Unconscious Bias and Anti-Harassment and Bullying training sessions in the Business School, the Faculty of Natural Sciences, and the Faculty of Medicine, which served as refreshers on work previously carried out in 2016.

## 4 EDI Calendar

Imperial marks and celebrates a number of EDI events throughout the year. EDIC and the diversity staff networks organise events to align with national and international observances, to celebrate the achievements of a diverse range of Imperial staff, and to engage more members of the College in the latest conversations happening in the EDI arena.

### 4.1 Black History Month

October is Black History Month, an annual observance in the UK that celebrates Black history, arts and culture.

In October 2018, Imperial marked Black History Month with [a digital exhibition](#) that took over the screens across campuses. This showcased Black staff, students and alumni, and recognised the inspiring work of renowned Black scientists past and present. The campaign was supported by the BAME staff network, Imperial As One.

### 4.2 Disability History Month

Disability History Month runs from 22 November to 22 December. It is an annual observance that aims to promote disabled people's rights and their struggle for equality now and in the past.

In Disability History Month 2018, EDIC, jointly with the disability staff network Able @ Imperial, invited Raquel Siganporia, a solicitor and Partner at Bolt Burdon Kemp, to give a talk on her personal and professional experience of good practice in the workplace when employing someone with a disability. Raquel uses her personal experience of becoming paralysed to represent those with spinal injuries. This talk was attended by over 50 people.

### 4.3 LGBT History Month

LGBT History Month in the UK takes place in February every year.

Imperial 600, the LGBTQ+ staff network, organised a range of events for LGBT History Month in February 2019, including LGBT Film Nights and an LGBTQ+ quiz hosted jointly with IQ (the Imperial College Union society for LGBTQ+ students), raising money for the Albert Kennedy Trust, a charity that supports young LGBTQ+ people who are homeless. There was also a [talk by Dr Ben Britton](#) entitled "No sexuality please, we're scientists".

### 4.4 Women@Imperial Week

Women@Imperial is an annual event that takes place around International Women's Day (8 March). Over the course of a week we celebrate female staff and students at Imperial, past and present, and raise awareness of the support available in College for women.

EDIC provides support to coordinate and promote the Week. In [2019 a range of events took place](#), including lectures, training workshops, networking sessions and a Wonder Women themed Imperial Lates, and new portraits of women were commissioned by College.

## 4.5 Pride Month

June is LGBT Pride Month and Pride in London usually takes place every year in early July.

Imperial 600 supported Pride in STEM, a charitable trust which aims to showcase and support all LGBTQ+ people in STEM fields, to host an Out Thinkers event at the Imperial White City campus in June 2019. Out Thinkers events feature a range of phenomenal speakers talking about their research and experiences as LGBTQ+ individuals in academia.

Imperial 600 co-ordinated the [College's entry into the Pride in London parade](#), raising £395 for the Albert Kennedy Trust by asking for a £5 donation from each person taking part. The Imperial cohort was made up of 69 people. To celebrate Pride, Imperial 600 also installed a rainbow bench on South Kensington Campus next to the Queen's Tower.

## 5 Accreditations

### 5.1 Athena SWAN

The [Athena SWAN Charter](#) was established in 2005 to encourage and recognise commitment to advancing the careers of women in science, technology, engineering, maths and medicine (STEMM) employment in higher education and research.

The Athena SWAN Coordinator in EDIC works to support departments at Imperial apply, renewal and upgrade their awards. In April 2019 a new 'Athena SWAN best practice recommendations for departments' guidance document was produced, with approval from the EDI Strategy Group. An improved annotated version of the standard Athena SWAN application form was also developed, to further help departments.

The Coordinator worked with the Faculty of Engineering to establish a 'visiting member' scheme, to build links between departments and increase collaboration, with the aim of sharing best practice. The Coordinator also worked with the Faculty of Medicine on the consequences of their re-organisation on their Athena SWAN awards.

This annual reporting period includes the November 2018 and April 2019 submission rounds, which saw a total of 10 applications from Imperial's departments. This included two departments gaining their first awards (after previous unsuccessful applications), making progress on the College's Athena SWAN Action Plan commitment to have all departments holding awards.

#### November 2018 submission results

Department	Level of award	Type of application
Aeronautics	Current award extended for 1 year, re-submission required	Renewal
Life Sciences	Bronze	Renewal
Public Health	Bronze	Had applied to renew Silver
NHLI	Bronze	Had applied to renew Silver
Surgery & Cancer	Silver	Upgrade
Bioengineering	Silver	Upgrade

Physics	Silver	Renewal, had applied for Gold
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#### April 2019 submission results

Department	Level of award	Type of application
CEP	Bronze	New
Mechanical Engineering	Bronze	New
Chemistry	Gold	Renewal

The College Athena Committee met three times in the reporting period – [published minutes](#) are available. The Terms of Reference for the Committee were updated, and departments are now required to submit brief written updates before meetings.

An [independent Review of Athena SWAN](#), chaired by Professor Julia Buckingham (VC and President, Brunel University London) was established in October 2018. The College has contributed to the Review, with the Athena SWAN Coordinator organising a focus group in College with Professor Dame Athene Donald from the Review group in December 2018.

#### 5.2 Stonewall Workplace Equality Index

Stonewall is a charity that campaigns for the lesbian, gay, bisexual and transgender (LGBT) rights. They work to support individuals, change organisations and institutions, provide information and resources, and lobby for legal changes. They are now Europe's largest LGBT charity.

As part of the College's commitment to equality, diversity and inclusion, Imperial is part of Stonewall's Diversity Champions Programme. Through this programme Stonewall works with organisations and employers to ensure LGBT staff are accepted without exception in the workplace.

To help Imperial develop as an organisation that is fully inclusive of LGBTQ+ people, we participate in the [Stonewall Workplace Equality Index](#). This scheme provides an external benchmark against which we can assess how we are doing.

The Stonewall Index requires organisations to undergo a review process and produce a report. This aims to make organisations think about their processes and culture to ensure that they are responsive to the experiences and perspectives of LGBTQ+ staff and students.

In 2019, Imperial came 266 out of 447 organisations that took part in the Index.

The Stonewall Working Group met 10 times during this annual reporting period to discuss the Stonewall Action Plan and work on the Workplace Equality Index application.

#### 5.3 Disability Confident

Imperial became a [Disability Confident Leader](#) in July 2019. We were previously a Disability Confident Employer.

Disability Confident is a government scheme designed to encourage employers to recruit and retain disabled people and those with health conditions. As a Disability Confident Leader, we commit to the below core activities:

- Actively looking to attract and recruit disabled people
- Providing a fully inclusive and accessible recruitment process
- Offering an interview to disabled people who meet the essential criteria for the job

- Being flexible when assessing people so disabled job applicants have the best opportunity to demonstrate that they can do the job
- Making reasonable adjustments as required
- Encouraging our suppliers and partner firms to be Disability Confident
- Ensuring employees have sufficient disability equality awareness
- Promoting a culture of being Disability Confident
- Supporting employees to manage their disabilities or health conditions
- Ensuring there are no barriers to the development and progression of disabled staff
- Ensuring managers are aware of how they can support staff who are sick or absent from work
- Valuing and listening to feedback from disabled staff
- Reviewing our Disability Confident self-assessment

The College is committed to continuing or initiating the work needed under the Leadership criteria of Disability Confident. This includes, but is not limited to, the following activities:

- Using social media to promote and share good practice on Disability Confident
- Networking with other universities
- Being a mentor, coach, buddy or providing peer support to others
- Engaging with other local employers to share good practice
- Celebrating success, for example being nominated for or the winner of a recognised award
- Being nominated for and/or winning local, regional and national awards for the employment of disabled people
- Sponsoring or hosting Disability Confident inspired events

#### 5.4 Race Equality Charter

Run by AdvanceHE, the [Race Equality Charter](#) (REC) aims to improve the representation, progression and success of Black, Asian and Minority Ethnic (BAME) staff and students within higher education.

In January 2018, Imperial became a member of the REC. Our work on the REC was launched publicly at the October 2018 Black History Month Lecture, “The Importance of Diversity in STEM” delivered by Chi Onwurah MP. [Chi reflected](#) on her own experiences of studying and working in STEM and what universities need to do. She also talked about the importance of diversity as an economic imperative and focuses on the need for systematic change. This event attracted 330 guests.

The REC Self-Assessment Team (REC SAT) was formed in September 2018 and met four times during this annual reporting period. The initial REC SAT meeting in November 2018 provided an outline of the REC self-assessment process and representative expectations.

The REC SAT includes representation across grades, academic and professional and support staff, career points and student representation (with UG, PG and Student Union representation).

From the outset and throughout the self-assessment process, the REC SAT were clear that achieving the charter mark was not an end but an opportunity or framework to instigate cultural change throughout the organisation.

The REC staff and student surveys were carried out during this period, with over 1,350 staff respondents and over 500 student respondents. The results were presented to the REC SAT team. Following this, four working groups (based on these categories: students; academic staff; professional services staff; and organisation issues) were created to analyse the data more closely and identify areas to investigate further.

## 6 Disability support

EDIC can be contacted to provide information, advice and guidance for disabled staff and their managers. This includes reasonable adjustments and support available within and outside the College. All discussions are held in confidence.

EDIC has a [specific process](#) for supporting staff who think they may have dyslexia or other specific learning differences (SpLDs), which involves an initial screening if they have never been screened/assessed before, followed by a workplace needs assessment if further action is required, and coping strategy coaching if this is recommended as a reasonable adjustment for the individual. During this reporting period, EDIC supported a total of 33 staff members through this process.

Outside of the dyslexia and SpLD process, EDIC supported a total of 14 disability cases from August 2018 to July 2019. These were mainly around arranging or renewing taxi claims with Access to Work, as well queries related to flexible working/working from home, and equipment or software needed for workplace adjustments.

## 7 Bullying and harassment support

The College is committed to making our community an environment which is respectful and inclusive. This includes eliminating all forms of discrimination, especially direct and indirect forms of harassment, bullying and victimisation.

EDIC trains and leads the [Harassment Support Contacts](#) (HSCs). These are staff volunteers who can be contacted for advice regarding harassment and bullying cases. They can help individuals explore the informal and formal options available, and they keep all discussions confidential.

During this reporting period, the Head of EDIC, as the lead HSC, supported 47 bullying and harassment cases. The cases were fairly evenly spread between the academic faculties and professional services, but one significant pattern to be noted is that the vast majority (around 85%) of the individuals who asked for support were women.

## 8 Staff networks

The College has three diversity staff networks who aim to represent different staff groups at Imperial. These diversity networks:

- inform and help develop College policy and change procedures
- raise awareness of issues and also the support available in College
- organise events and development opportunities
- act as safe spaces to discuss issues

Each diversity staff network has its own Executive Sponsor, who is a senior leader in College. These Executive Sponsors provide communication between the networks and the Provost's Board, and champion equality, diversity and inclusion.

[Able@Imperial](#) is open to all disabled staff, staff who support disabled dependents, and staff who have an interest in disability in the workplace.

[Imperial 600](#) is the network for LGBTQ+ staff and postgraduates. Straight allies are also welcome.

[Imperial As One](#) is open to BAME staff and those with an interest in race equality.

The staff networks each have their volunteer co-chairs, and EDIC works with them to improve the visibility and engagement of those with protected characteristics and their allies. Some of the major events organised by the staff networks during this annual reporting period have been highlighted above (see EDI Calendar).

## 9 Other activity

### 9.1 Equality, diversity and inclusion website

From Summer 2018 to Spring 2019, EDIC, led by the Athena SWAN Coordinator, reviewed and relaunched Imperial's [equality, diversity and inclusion website](#). This included restructuring the website, making information easier to find, as well as reviewing and refreshing content. A whole new section on the new College EDI Strategy ([launched October 2018](#)) was also added. The website is now a better reflection of EDI for the whole College, for example including students, rather than focusing on the work and support offered by EDIC. It is now also clearer who, and how, to contact at Imperial about equality, diversity and inclusion.

### 9.2 EDIC on social media

In April 2019, [EDIC joined Twitter](#) as an avenue to communicate with staff and build networks with other universities/organisations. As of November 2019, the account had 156 followers.

### 9.3 EDIC roadshows

In summer 2019, EDIC visited five College campuses to showcase how the Centre can support staff. The stalls were visited by over 130 staff and students. EDIC used this platform to interact with staff who have used our service and those new staff members who have not yet heard of us. EDIC took suggestions on what we can do to make Imperial more inclusive workplace. As part of the communications for the roadshow, we created a booklet that showcases all the training activities and initiatives the Centre is involved in.