

Athena SWAN College Meeting 11 May 2020

1400 – 1500 via Teams

Present:

Professor Stephen Curry	(SC)	Chair, Assistant Provost (EDI)
Mr Rob Bell	(RB)	Equality, Diversity and Inclusion Centre
Dr Jaclyn Bell	(JB)	Computing
Dr Rebecca Bell	(ReB)	Earth Sciences & Engineering
Professor Joao Cabral	(JC)	Chemical Engineering
Dr Liz Elvidge	(LE)	Postdoc and Fellows Development Centre
Daniela Fecht	(DF)	School of Public Health
Professor Rodriguez y Baena	(F-RB)	Mechanical Engineering
Ms Sapna Halder	(SH)	School of Public Health
Dr Johanna Jackson	(JJ)	Brain Sciences
Dr Kim Jelfs	(KJ)	Chemistry
Dr Hector Keun	(HK)	Surgery & Cancer
Professor Clare Lloyd	(CL)	Medicine
Professor Julia McCann	(JM)	Computing
Professor Aimee Morgans	(AM)	Mechanical Engineering
Professor Catherine O'Sullivan	(CO)	Civil and Environmental Engineering
Dr Kenji Okuse	(KO)	Life Sciences
Mr Christopher Peters	(CP)	Surgery & Cancer
Professor Sara Rankin	(SR)	NHLI
Mr John Seddon	(JS)	Chemistry
Mr Vahid Shahrezaei	(VH)	Mathematics & Faculty of Natural Sciences
Ms Jenna Stevens Smith	(JS-S)	MRC LMS / ICS
Dr Jessica Strid	(JS)	Immunology & Inflammation
Dr John Tregoning	(JT)	Infectious Diseases
Mrs Karen Tweddle	(KT)	Business School
Mrs Jacalyn Murphy	(JDM)	(Minutes) EA to Chair, Asst Provost (EDI)

Apologies

Dr Anna Barnard	(AB)	Chemistry
Professor Mark Burgman	(MB)	CEP
Dr Vicky Salem	(VS)	Medicine
Professor Nick Linton	(NL)	Bioengineering
Dr Maria Ribera-Vicent	(MRV)	Aeronautics
Dr Fei Teng	(FT)	Electrical & Electronic Engineering
Ms Maria Tortelli	(MT)	Chemistry

	Agenda Item	Action

1.	Introductions and apologies.	
	SC welcomed all to the meeting and apologies were read.	
2.	Minutes of last meeting held on 20 January 2020 and matters arising (paper 02)	
	<p>Update to 3.5 free sanitary products - Following the request from ESE, 40 volunteers responded which was a paid opportunity.</p> <p>Workplace allocation model – It was noted that the wording should be amended to “Workload allocation model”.</p> <p>The Maternity policy is still under review. SC will follow up.</p> <p>Women at Imperial week had a good range of events.</p> <p>Report and Support Progress has been delayed due to the current COVID-19 situation.</p> <p>Nursery – Jane Neary gave a presentation regarding nursery provision which will be shared with this Committee. An update will be requested for the next meeting.</p>	<p>SC</p> <p>SC</p>
3.	Chair’s report	
	<p>An EDI Strategy Group meeting was held in early March.</p> <p>The role of the Executive Champions was discussed at the last EDI Forum and it was agreed to review the roles which members of this committee are invited to input.</p> <p>Winners of the Julia Higgins medal and awards were notified; the official presentation is planned for early July and may be postponed to later in the summer. (Update: these awards will now be made as part of the President’s Award Ceremony on 16th June).</p> <p>Magdalena Skipper, Editor-in-Chief Nature, the first woman to hold that position, was due to give the Athena College’s annual lecture, her preference is to give the lecture in person rather than online; future options will be looked at for next term.</p>	

	<p>Advance HE has now published their response summarised below:</p> <ul style="list-style-type: none"> - The College's current silver award can be been extended to November 2021. - Advance HE have given an extra year on 5 years, RB's understanding is that it will effectively apply to almost all of the departments. Advance HE will require a letter from the HoD requesting the extension and stating that the department upholds the principles of the Athena SWAN Charter, priorities will be given for those who were due to expire in April 2020. - There is to be an online application process, Advance HE are seeking to reduce the data finding burden by working with other organisations, e.g. HESA. How this will be achieved remains to be seen. - One proposal is to develop a culture survey; although many surveys are already carried out there is a merit in having a standard form to demonstrate culture change. - Action plans are to be shorter. <p>Award criteria – lack of consistency on the awards was criticised and there is now a panels of experts.</p> <p>Advance HE's response will be circulated and will also be discussed with the Provost and the Athena SWAN SAT.</p>	JM/SC
4.	Microsoft Planner demo (Ferdinando Rodriguez Y Baena)	
	<p>F-RB gave a demonstration on Microsoft Planner which he has found to be an excellent project management tool to keep track and monitor progress and less cumbersome than Microsoft Projects.</p> <p>It is also useful to look at charts, which helps to identify the number of tasks, priority areas and if deadlines are on target. There is also a tool to populate and export Excel sheets to Microsoft Planner and the link will shared by F-RB. F-RB and AM are happy to provide any further help if required with setting up to any group members</p> <p>KT thanked FR-B for a very interesting demonstration and commented it is a tool that she will use. SC agreed it is a streamlined way of keeping tracks of action plans.</p>	F-RB

5.	College activities and Departmental report highlights (paper 03)	
	<p>SC thanked all who sent in their departmental highlights and summarised some of these.</p> <p>Aeronautics were successful in their application made last November.</p> <p>Brain Sciences - To support staff during the lockdown, they have a weekly departmental bulletin which has discussed topics such as home schooling; the dept also runs a life in lockdown photographic competition and a voucher for the winners.</p> <p>The Business School is waiting to hear about their application; it is encouraging that flexible working is welcomed from the Dean. There is a Teams site with food etc., you tube clicks and a weekly photo challenge. (Update: The Business School has now had their one year extension approved).</p> <p>Chemistry – Kim Jelfs, Senior Lecturer has taken over for EDI. Implementation of targets for improved gender balance among speakers have been interrupted by current events. 7 senior staff, one of whom is JS, were identified for pastoral support of 11 academic staff which is working well with virtual coffee mornings held.</p> <p>Computing – JM carried out an analysis study and it was observed that references were written differently by women from the males; the last EDDC committee analysed to see if there is a gender biased language being used.</p> <p>LE commented she has attended an outstanding career panel for the last couple of years and noted a consistent gender bias. It was agreed that JM will contact LE when JM has completed her study and will combine with LE's work.</p> <p>Earth Sciences and Engineering Gender – Post Doc Research Assistant job applications are being checked for gender bias; support has been provided to staff with chairs, screens etc., to help with working at home.</p> <p>Infectious Diseases – HoD has sent a newsletter to staff to provide reassurance on the current situation.</p> <p>Institute of Clinical Sciences – Contributions to COVID-19 emergency response are highlighted in articles on the Institute of Clinical Sciences website.</p>	<p style="text-align: center;">JM</p>

	<p>Mechanical Engineering set up an EDI Executive with 3 or 4 meetings a year, FR-B Co-chairs EDDC meetings which has met on Teams to raise concerns and review tasks in relation to the current situation.</p> <p>Surgery & Cancer set up a weekly webinar series on mental health and physical well-being with 130 people attending; fantastic support was given by the sport department with 30 minute chair exercises to help with well-being. CP will circulate the link – update this is now available:</p> <p>Mental Health during COVID-19</p> <p>Physical Wellbeing during COVID-19</p>	
<p>6.</p>	<p>Any Other Business</p>	
	<p>There was a discussion raised by JT on the disruption to productivity and the risks to future career progression for those impacted by home schooling and other caring responsibilities as a result of the Covid-19 lockdown. CP commented this is also an issue in Surgery & Cancer with the message to return to work before schools are open. SC commented that internal applications for funding seemed not to have been affected since women academics applied in proportion to their numbers among staff and had a high success rate.</p> <p>LE commented an email will be sent out to all the postdocs which has already been discussed at Nick Jennings COVID research group as well as the ability for overseas students to return to the UK.</p> <p>SC thanked everyone for their input and attending.</p>	