

**Department of Immunology and Inflammation, Imperial College London  
Commonwealth Building, Hammersmith Hospital Campus, Du Cane Road, W12 0NN**

**Department of Immunology and Inflammation| EDI Committee**   
**1:00pm, Tuesday 10th May 2022**

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| **Present:** | **Apologies:** |
| Dr Holger Auner (HA) | Ms Debbie Oram (DO) **(Secretary)** |
| Magdalena Gierula (MG) |  |
| Ms Rena John-Lewis (RJ-L) |  |
| Stacey McIntyre (SMc) |  |
| Dr Christina Malactou (CM) |  |
| Dr Wayne Mitchell (WM) |  |
| Ms Paulette Phillips (PP) |  |
| Professor Liz Simpson (LS) |  |
| Dr Jessica Strid (JS) **(Chair)** |  |
| Dr Malgorzata Trela (MT) |  |
| Ms Cathy Tupman (CT) |  |
| Mr Edward Wallace (EW) |  |

|  | **ITEM** | **ACTION** |
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| **1** | **Welcome and apologies for absence (JS)** |  |
|  | The Chair noted that the Secretary was unable to attend and that EW would be deputising in her absence. |  |
| **2** | **Updates (JS)** |  |
|  | FoM EDI meeting took place at end of March. The Chair noted that the PoD advisor present at the meeting spoke about the College-wide mentoring scheme which was under development. It was confirmed that DoII currently had the smallest number of volunteer mentors. There was discussion as to how uptake could be improved; CT suggested that Genevieve Timmins could arrange for interviews with existing mentors/mentees to be published, highlighting the benefits of the scheme.  HA commented that it would perhaps be beneficial for the mentee to have more freedom to select their own mentor, noting that pre-assigning mentors could lead to sub-optimal benefits for the mentee. CT noted that there was occasionally room for choice for mentees, but that this was not always possible due to volunteer numbers. ES noted that the mentoring scheme for the Academy of Medical Sciences relied on prospective mentees doing their own research, via a publicised list of mentors, on who would be a suitable mentor. The Chair confirmed that the Athena SWAN action plan review would provide opportunities for further discussion on the best approach. |  |
| **3** | **Athena SWAN action plan update** |  |
|  | JS went through the Athena SWAN action plan to determine how much progress had been made in regard to the listed actions. Key points from this discussion were as follows:   * Gender balance was reasonably good; rotation of members was good and had most recently taken place in 2021. * It was noted that there was a degree of ‘survey fatigue’ within the department and Faculty, which was likely to have had an influence on the reorganisation impact survey. CT confirmed that the results of the most recent College survey were to be published in the near future, and would possibly obviate the need for a further departmental survey. * EW confirmed that a first draft of the new doctoral student welcome pack was ready and would be circulated to Committee members for feedback. The Chair stated that feedback from doctoral students would be acquired, prior to the intended publication of the pack prior to the start of the 2022-23 academic year. * There was agreement that there would be promotion of the College mentoring scheme to doctoral students when it was properly launched. * It was agreed that PTO development opportunities would be more widely circulated, and that greater co-ordination with POD could be implemented to improve this overall; there was also relevant comms specific to research technicians that were circulated. * There were questions as to how progress in some of the action points could be quantified. It was noted that using old newsletters detailing promotion of relevant opportunities or schemes would perhaps be sufficient in many circumstances. * It was noted, in regard to the point about increasing support for academic leadership training, that existing training had been broadly worthwhile but room for improvement existed. CT confirmed that the ILMDP had been discontinued and no direct replacement for it had yet been launched; the Academic Women’s Programme was still active. * The Chair noted that all postdocs should be informed about the 10 days of skills development that were available; some PIs were good at highlighting this. * EW confirmed that some work had taken place on a new postdoc welcome pack, as there was significant commonality between the doctoral student welcome pack and the postdoc pack. Feedback on postdoc-specific areas would be solicited in the near future. * The Committee was informed about the creation of the new DoII Research Committee, which was designed to satisfy the points concerning the provision of support for research grants and would ease the monitoring of research grants by gender. * CT confirmed that the completion rate for PRDPs would be ascertained in time for the following meeting, to ensure that this would be as high as possible. It was noted that finding the ideal process for PRDP quality analysis was still an ongoing matter. * It was noted that the workload model was still under considerable discussion at a College level and that it would therefore be prudent to discuss this at a future meeting of the DoII EDI committee * CT confirmed that a Sharepoint page had been set up to collect data on gender representation for departmental panels and recruitment; Section Managers were in the process of filling this data for departmental vacancies. These vacancies were also being advertised on a diverse range of online channels * It was noted that efforts were being made to address issues of racial inequality; LS commented that a College-wide meeting highlighted that representation from different ethnic groups was good overall, but with shortfalls in certain groups   The general consensus was good progress had been made overall |  |
| **4** | **AOB** |  |
|  | The Chair confirmed that the full report relating to progress for the Athena SWAN action plan would not have to be written until 2024. |  |