

Equality, Diversity and Inclusion Forum

Imperial College London

Minutes of EDI Forum held 8 February 2022, 10:30 – 12:00 via Teams

Stephen Curry	SC	Chair, Assistant Provost (EDI) and Life Sciences
Jaclyn Bell	JB	Equality, Diversity & Outreach Public Engagement Computing
Harbhajan Brar	HB	Director of HR
Alex Dawes	AD	REC Co-ordinator
Liz Elvidge	LE	Head of Postdoc and Fellows Development
Sarah Essilfie-Quaye	SEQ	Project Manager in Research Strategy, Faculty of Medicine
Thomas Flynn	TF	Managing Director, Student Union
Susan Littleson	SL	Deputy Director, Organisational Development & Inclusion, HR
Kani Kamara	KK	Head EDIC
Simon Levey	SL	Imperial 600 Co-Chair
Travis Mager	TM	PA & Administrators Network (PAAN) Representative
Adrian Mannall	AM	Able at Imperial
Wayne Mitchell	WM	Imperial as One Co-Chair
Maxine Myers	MM	AHSC Communications Manager
Sunday O Popo-Ola	SOP	Research and Teaching Fellow, Civil and Environmental Eng
Maureen O'Brien	MO	Head of Disability Advisory Services
Debra Ogden	DO	Deputy Director of Student Services
Susan Parker	SP	Unite Branch (joint) and Equalities Officer – Physics/Tech
Nathalie Podder	NP	ICU Deputy President (Welfare)
Sunday Popo-Ola	SPO	Research & Teaching Fellow, Civil & Environmental Eng
Sara Rankin	SR	Medicine (Neurodiversity)
Calyste Revel	CR	ICU LGBTQ+ Officer
Mark Richards	MR	Senior Teaching Fellow, Dept of Physics
Desmond Samuel	DS	Imperial as One Co-chair
Vahid Shahrezaei	VS	Diversity Champion, Mathematics and Fac of Nat Sciences
Andrew Tebbutt	AT	Director of Outreach
Ji Young Yoon	JY	Technical Staff Representative
Jacalyn Murphy	JDM	(Minutes) EA to Assistant Provost (EDI)

Apologies:

David Ashton	DA	Academic Registrar
Richard Green	RG	Sustainable Energy Business, Business School
Lara Mistry	LM	Deputy Head of Public Engagement
Andrew Willson	AW	College Chaplain

	Agenda Item	Action
1.	Introductions	
	The Chair welcomed all and read apologies.	

2.	Minutes of last meeting held on 4 October and matters arising (paper 2)	
	The minutes of the last meeting held on 4 October 2021 were agreed as correct. There were no matters arising not covered in the main agenda.	
3.	Chair's Report (Paper 3)	
	The written Chair's report was circulated prior to the meeting. SR suggested that the Forum could produce an EDI progress report to share publicly on the Forum websites.	SC
3.1	Race Equality Charter (REC)	
	The College received a successful REC bronze award. Alex Dawes, Race Equality Charter Co-ordinator, introduced herself; previously working in NHLI dealing with EDI, Alex will ensure the REC action plan is progressing. The EDI Strategy group will oversee delivery of the action.	
3.2	Religious Intolerance	
	AW will keep under review the definitions on religious intolerance that are on the College website. https://www.imperial.ac.uk/equality/resources/religious-intolerance/	
3.3	Women at Imperial week	
	Women at Imperial week starts on 7 March. SC thanked Sheena Cardoso, EDIC Co-ordinator, for leading on the organisation. https://www.imperial.ac.uk/equality/activities/women-at-imperial/	
3.4	EDI Seed Fund	
	Following the EDI Seed fund deadline in November 2021 the panel met in January to review 30 applications. There were 14 successful projects with extra funding from the Policy Support fund. https://www.imperial.ac.uk/equality/activities/seed-fund/	

3.5	Report and Support	
	<p>KK commented a number of roadshows are planned on Report and Support (reporting on all aspects of bullying and harassment) to promote a visual identity. Communications efforts are continuing well. TM will speak to PAAN to offer a session.</p>	TM
3.6	Gender Neutral Toilets	
	<p>Nick Roalfe, Director of Estates Operations, has been implementing toilet policy for more gender-neutral facilities and the level of provision has been increased. Individual departments will make the decisions on appropriateness of signage and any update to change this in the future.</p> <p>https://www.imperial.ac.uk/equality/governance/policies/toilet/</p>	
3.7	Period Products	
	<p>The College is rolling out provision of free period products across campuses with one vending machine in every building and campus. With thanks to all who wrote in and campaigned.</p> <p>https://www.imperial.ac.uk/estates-facilities/buildings/facilities/free-period-products/</p>	
4.	ICO Disclosure for Publication	
	<p>Harbhajan Brar, Director of HR, joined the meeting to discuss the release of the report into bullying and harassment by two very senior members of the College leadership. All are aware of the background into the release of the report by John Allan.</p> <p>A detailed and frank discussion followed by all on the anger and strength of feeling across the College. HB commented on the investigation procedure and a way forward, respecting individuals' rights to confidentiality. Suggestions by members were discussed and the EDI Forum will be key in creating the right culture to move forward and roll out feedback. HB will facilitate future Forums and smaller group meetings to continue staff conversations and suggestions.</p> <p>SC and all thanked HB for his openness and attending.</p>	
5.	EDI Forum Membership	

	A separate meeting on the EDI Forum membership and role will be arranged at the end of March to allow time to reflect on the way forward.	SC
6.	Update on the College Athena SWAN application (paper 4)	
	The Athena SWAN briefing paper was circulated, the appendix is now 160 pages. The application deadline is end of March 2022 with a 5,500 word limit to assess the previous action plan in the summary. SC thanked RB for his work and collating the data. Any further comments to be fed through after the meeting.	
7.	College resolution policy and procedure	
	<p>KK commented on the resolution policy, this supersedes the grievance procedure; the principles are to resolve issues constructively and applies to all staff. The policy is to reassure individuals that instead of moving forward into a long process there is far more emphasis on the informal routes for individuals to discuss issues before escalation.</p> <p>Ann Kelly will be invited to the next EDI Forum to talk further detail about the resolution policy.</p> <p>https://www.imperial.ac.uk/human-resources/procedures/resolution/staffraising/</p>	SC
8.	Overview of the Blackett Lab Family (Mark Richards)	
	<p>Mark Richards spoke on the Blackett Lab Family – a UK wide network of black physicists whose aim is to increase representation and support. Physics is traditionally one of the most underrepresented subjects to study at degree level within the British Black community. MR is looking for more Champions and with support from groups to increase the EDI agenda and create a critical mass of black physicists. SC commented there is a black doctoral network for the alumni network led by SEQ. AD will liaise with MR as this is an REC action.</p> <p>SC thanked all for their contributions and attending.</p>	AD