2025-26 EDI priorities for Department of Mechanical Engineering, submitted by Sophia Quazi

Priority	EDI theme or type	Planned actions	Rationale (including baseline data)	Responsible	Timeline (including milestones)	Measure of success (including key metrics)
1. Increase engagement with EDI training - Athena SWAN Priority 1 - Improve the experience of female staff and students	**EDI Training** **Reducing unconscious bias in decision making processes** **Reducing microaggressions and biases for students in group work settings**	**Refresher EDI training for staff.** Microaggressions or EDI refresher training to all staff at staff departmental meetings. Embed EDI activity and training in preexisting meetings and catch-ups. Annual Unconscious Bias for mitigating circumstance panel took place in 2024 and 2025, look for more opportunities for 2026 - recruitment Unconscious Bias and Active Bystander is mandatory for 1st years but more can be done to address issues in groupwork for 3rd years. Female students report experiencing microaggressions in groupwork settings.	EDI training is already mandatory for all staff, including the departmental management committee. These actions will build on this by having short interactive sessions during staff meetings to provide a smaller but more frequent reminder of the training. Focus groups with female students in the 2019-2024 period identified UG teamwork as an area where female students have reported being negatively impacted. We want to extend existing training and workshops to take into account gender equality and the intersectionality with other underrepresented characteristics.	EDI Coordinator EDIC committee Departmental management committee DMT module leader	Standing EDI item in staff meetings and DMC meetings is a continuation of current practice Cadence of training is 'business as usual' Generation of group work charter materials by end 2026.	EDI presentations at 100% of termly staff meetings >60% answering positively to Departmental EDI Staff Survey "Departmental management is active in tackling bullying and Harassment" 54% of respondents answered positively in 2022. Alternative survey questions: "I am treated with dignity and respect by the people that I work and interact with" "I feel able to challenge the inappropriate behaviour of others in the workplace" Reduction of complaints from female students regarding group work

2. Workload model for academic staff – Athena SWAN priority 4 - Improve departmental culture	Academic workload	prepare a proposal for a workload model that would best suit the Mech Eng Department and implement a strategy, including presentation at academic staff catchup events to get buy-in from departmental management committee and academic staff. DMC to have annual agenda item on workload model Integrate workload model process into ARC Pulse survey in academic staff catch up about introduction of workload model	A workload model was historically used in the department, but was unpopular amongst staff. We need to study best practice from other departments to develop our own new workload model. Corresponding survey results: College Staff Survey 2024, "I can comfortably with my workload and pressure of my role" 38% of female respondents answered positively in comparison to 49% for male respondents. 48% overall	EDIC committee Departmental Management Committee	Data collection by end 2026 Create proposal for a mech eng workload model and present to management Q2 2026 Implement workload model that works for mech eng Q3 2026	Improvement of workload questions in College Staff Survey
3. Parental leave support within the department – Athena SWAN priority 1- Improve the experience of female staff and students	Improve the awareness of long term parental leave support available in the department	Implement guidance document whereby long term parental leave includes a ramp-down of workload prior to leave and ramp-up subsequent to leave. Increase formal registrations of paternity leave, encouraging via prompting in newsletter and staff catch-ups.	Staff who recently took maternity leave reported the department does provide good maternity leave support but have to seek the available support rather than it being offered. For paternity leave, a recent pulse survey indicates this is being under reported. 2024 Parental Leave Pulse Survey - 4/9 staff members stated no to 'Did you complete an College HR form to register the parental leave?'.	Departmental resource manager EDIC committee Departmental Management committee	paternity leave reporting by end 2025	>80% satisfaction response on department processes (via pulse survey) for parents who have taken leave between 2025 and 2030. Increased reporting of paternity leave

4. Increase the number of women in the department – Athena SWAN Priority 3 – Increase the number of female staff and students	Increased support of outreach efforts to female and other underrepresented student groups	Formalise departmental support for the Women in Mech Eng (WiME) society with pre-allocated outreach budget. Facilitate WiME handover between graduating and incoming students including guidance and remuneration for preparation of handover materials. Form a departmental strategy for outreach	To increase the female percentage of UG applications (17%) we need to capitalise on our strong base of outreach (40% of staff/students have already engaged). Outreach to pre-GCSE level girls by relatable role models (i.e. our female students) will make engineering more visible to girls when choosing subjects for GCSE, and subsequently increased student applications to engineering.	Teaching fellows Comms officer WiME society EDIC committee	Facilitated handover at end of 2025/6 academic year and annually thereafter	By the end of 2030 a minimum of five news articles relating to activity of WiME will have been published in Imperial news streams.
5. Communications of departmental EDI actions - Athena SWAN Priority 4 – Improve departmental culture	Improved communication on the actions of the EDIC committee	Regular 'you said, we did' features in staff meetings, monthly newsletters and/or posters/digital displays in the department that list progress against actions. All actions in this plan to be reported in all-staff meeting, then another in two years to show progress against actions.	We need to disseminate the changes made to all staff so they can see what has been done. We have had success in the 'you said we did' approach with undergraduate teaching and will adopt for other groups. 2024 College Staff Survey Result - "I believe action will be taken as a result of this survey" 41% of respondents answered positively (equal for male/female)	EDIC committee Communications Officer	Starting Q2 2025 and refreshed at a 6-month period.	A minimum of 10 'you said we did' campaigns throughout the 5 year reporting period. Increase survey response of 'I believe action will be taken as a result of this survey' in staff survey to 50%