

Equality and Diversity Committee Minutes 11am, 20th January 2016. Turing Room.



Attendees: Mirella Lapata (Chair), Martin Wright, Alina Selega, Lindsey Brown, Heather Walker, Christophe Dubach, Nantas Nardelli, Vashti Galpin, Mirjam Wester, Julie Young, Michael Rovatsos, Guido Sanguinetti, Anda Nicolson

	Summary	ACTION
1.	<p>Approval of previous minutes: The minutes were approved.</p>	
2.	<p>Matters arising: ML emailed Hols around outreach activity and this is being collated for the Athena SWAN renewal process.</p> <p>Biographies are still required from a small number of committee members and they will be contacted individually with a reminder. Action: AN to collate bios and add to the Athena SWAN drive.</p>	AN
3.	<p>Athena Swan renewal: VG summarised the student and staff survey responses. Student responses only refer to undergraduates. This matches the approach taken in the previous survey. VG will analyse the data prior to the next meeting and circulate. Action: VG to circulate data analysis.</p> <p>HR need to provide some data for use in the submission. Action: ML to supply the list of required data to HR. JY to speak with College HR about the data on page 17 of the previous report.</p> <p>Issue of breaking data down by institute was raised. The committee is concerned that with smaller institutes the data may not be statistically significant. This was a recommendation of the previous Athena SWAN panel. Action: HW to raise this with Caroline Wallace (College)</p> <p>MJW will review the comments received from the survey to see if this data should be circulated to the committee. Action: MJW to circulate if appropriate. Feedback has also been received from the Chancellor's Fellows lunch and the promotions events. Action: AN to circulate.</p> <p>The action list for Athena SWAN has been circulated to this committee. It is proposed that we meet again in early February and look at potential items to include in the action plan of our renewal, using the feedback from events and surveys to inform us. Action: AN to arrange a date for this. Completed.</p>	<p>ML JY</p> <p>HW</p> <p>MJW AN</p> <p>AN</p>
4.	<p>Committee remit: It has been noted that there is no committee remit on the web.</p> <p>Action: ML to send existing remit to MJW who will review the existing remit and circulate to the committee.</p>	ML/MJW

5.	<p>Jamboree 2016 It is proposed that this should be a one day event with a keynote speaker, ceilidh and some social events.</p> <p>A wider suggestion has been made of the requirement for events which bring the School together more broadly, but this is not specifically the remit of this committee.</p> <p>Action: AN to link in with GS and AS to organise these events.</p>	AN/AS/GS
6.	<p>Date of next meeting: 20th January at 11am.</p>	