

DEPARTMENT OF BIOLOGY

MINUTES OF EQUALITY AND DIVERSITY (BioEDG) COMMITTEE MEETING

<b>Date of meeting:</b>	Thursday 24 November 2022
<b>Time:</b>	11:00am – 12:30pm via Zoom
<b>Present:</b>	<b>Chair:</b> Betsy Pownall (MEP) Kanchon Dasmahapatra (KD), Gareth Evans (GE), Rachel Hope (RH), Claire Hughes (CH), Daniel Jeffares (DJ), Angela Lipscomb (AL), Katherine Manfred (KM), Ann Mathe (AM), Fran Oliver (FO), Victoria Ott (VO), Anna Priestley (AP), Richard Waites (RW)
<b>Apologies</b>	Calvin Dytham (CD), Stephane Ellis (SE), Ville Friman (VF), Lucy Hudson (LH), David Kent (DK), Elva Robinson (ER), Kerrie Wright (KW)
<b>Non attendance</b>	

Agenda/ item number	Update/minuted discussion	Action/ owner
22/022	<b>Apologies for absence</b>  Apologies given as noted above.	
22/023	<b>BioEDG – leaver</b>  Amanda Barnes has left BioEDG.	
22/024	<b>Minutes of the meeting of 26 April 2022</b>  <b>Agreed:</b> Minutes from 26 April 2022 are an accurate reflection.	
22/025	<b>Matters arising from the meeting on 26 April 2022</b>  Item 21/031 <ul style="list-style-type: none"> <li>Possible BAME speakers – FO and VF have not yet met to discuss possible events. Item to be closed.</li> </ul> Item 22/015 <ul style="list-style-type: none"> <li>Glossary of EDI Terminology: <a href="https://www.york.ac.uk/about/equality/edi-glossary-terminology/">https://www.york.ac.uk/about/equality/edi-glossary-terminology/</a> BioEDG members had been asked to consult their networks about the replacement of the term “BAME”. MEP noted that the Government no longer uses the term “BAME”. There was a discussion about this issue. FO will update the Biology EDI webpage with the alternative term “Ethnic Minority” until a new term is agreed.</li> <li>Alcohol at Departmental Events – action has been taken. Item to be closed.</li> </ul>	<b>FO</b>

	<p>Item 22/017</p> <ul style="list-style-type: none"> <li>• Student Support Plans (SSPs) - CD has provided a summary of statistics for the meeting.</li> </ul> <p>Item 22/020</p> <ul style="list-style-type: none"> <li>• Students feeling stress over Covid-related issues – RW noted that there is still some anxiety regarding Covid, but this has now been overtaken by other issues.</li> </ul>	
22/026	<p><b>Chair's Report</b></p> <ul style="list-style-type: none"> <li>• MEP noted that the BioEDG Terms of Reference need to be reviewed.</li> </ul>	<b>MEP/VO/AL</b>
22/027	<p><b>Athena SWAN update</b></p> <ul style="list-style-type: none"> <li>• Request for BioEDG members to help with AS Action Plan – MEP/ER/AL are currently working on the AS Action Plan (renewal for Gold Award) and would like to ask BioEDG to help with responses. It was suggested that LH could help with gender neutral departmental signage, FO and VO could assist with publishing links to fact sheets on Biology EDI webpage and DK could look at improving gender balance of departmental seminar speakers. It was also suggested that EDI guidance for seminars could be created – DJ offered to do this. AL will talk to LH about promotion of the apprentice levy.</li> <li>• AS Presentation at the Technicians' Forum – MEP reported that ER had given a presentation to the Technicians' Forum. It was noted that a couple of actions had resulted from the University's Technician Commitment Action Plan, including the requirement for a technician to be included on a recruitment panel when recruiting for a technician post.</li> <li>• <a href="#">Athena SWAN 2021 Culture Survey</a> – survey results were highlighted.</li> <li>• Gender boxes for events – FO suggested that all departmental events should use the boxes to record gender of attendees. KD suggested using the Menti website (<a href="http://www.menti.com">www.menti.com</a>) to record gender instead. CH noted that Emma Rand had suggested using this for the Research Away Day. FO will check with ER about recording gender electronically and will ask for an item to be placed in the Biology Bulletin and a link to be added to the Biology Events form.</li> </ul>	<p><b>LH FO / VO DK</b></p> <p><b>DJ / AL</b></p> <p><b>FO</b></p>

22/028	<p><b>Disability update</b></p> <ul style="list-style-type: none"> <li>Record number of Student Support Plans (SSPs) – CD provided <a href="#">Analysis of SSPs</a>. RW noted that 22% of students have declared a disability and the analysis of SSPs shows the range of disabilities. This analysis should be useful for academic staff to provide a more inclusive approach. RW noted that the University takes the lead on inclusive practice and asked whether the Biology Department should provide guidance. GE noted that the Inclusive Teaching Team provided guidance for the M&amp;S modules – GE to provide some departmental guidance re SSPs.</li> </ul>	GE
22/029	<p><b>LGBTQ+ update</b></p> <ul style="list-style-type: none"> <li>There were no updates.</li> </ul>	
22/030	<p><b>BAME update</b></p> <ul style="list-style-type: none"> <li>There were no updates.</li> </ul>	
22/031	<p><b>Student Voice</b></p> <ul style="list-style-type: none"> <li>There were no updates.</li> </ul>	
22/032	<p><b>New Student Action Group – EDI Board / Social Events</b></p> <ul style="list-style-type: none"> <li>A Student Action Group (SAG) has been set up in Biology as a pilot in collaboration with YUSU. 5 University departments have set up pilot SAGs with YUSU. Student champions have been selected by YUSU and will be paid for their contributions.</li> <li>RW suggested that a BioEDG student champion could be recruited to the SAG in the future.</li> <li>AP was attending this BioEDG meeting as the SAG champion. AP reported that a central EDI noticeboard will be put up in the Biology department to promote all EDI events. GE suggested locating it near the BioSoc board. FO will check with LH as to position of noticeboard.</li> <li>FO suggested that the BioEDG Terms of Reference should be reviewed, as there is currently a number of sub-groups, and then the results passed back to the SAG.</li> </ul>	FO

22/033	<p><b>Celebrating National Awareness Days / International Women’s Day 2023</b></p> <ul style="list-style-type: none"> <li>FO welcomed suggestions from BioEDG as to which awareness days to celebrate. FO will circulate the list of awareness days to BioEDG.</li> <li>AL suggested only a few days should be celebrated each year so as not to overload the schedule.</li> <li>It was also suggested that the organisation of awareness days should be allocated to members of BioEDG (along with help from students).</li> <li>FO welcomed ideas from BioEDG for the International Women’s Day 2023 (Wed 8 March). The theme is “Solidarity”.</li> </ul>	<b>FO</b>
22/034	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>VO noted that VF would be leaving BioEDG and asked if he would be replaced. MEP asked BioEDG if the Ethnic Minority staff rep should be replaced. RW/KD felt this role should be retained. AL suggested that the DMT Hub should email staff to ask for an Ethnic Minority staff rep. DJ offered to take on the Ethnic Minority role.</li> </ul>	<b>AL</b>
<p><b>Date of next meeting: Doodle Poll to be issued to arrange the next meeting for the end of Spring Term 2023 (possibly w/c 13 March 2023)</b></p>		<b>VO</b>