

Equality, Diversity and Inclusion Forum

Imperial College London

4 October 2021 via Teams

Stephen Curry	SC	Chair, Assistant Provost (EDI) and Life Sciences
Rebekah Christie	RC	ICU BME Officer
Benita Cox	BC	Faculty Senior Tutor, Business School
Liz Elvidge	LE	Head of Postdoc and Fellows Development
Thomas Flynn	TF	Managing Director, Student Union
Gabriella Kerr-Gordon	GKG	Equality, Diversity & Inclusion Centre Advisor
Richard Green	RG	Sustainable Energy Business, Business School
Kani Kamara	KK	Head EDIC
Harriet Kay	HK	Ethnical Screening & Due Diligence Officer, Advancement
Joel McConnell	JM	Co-chair, Imperial 600
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
Susan Parker	SP	Unite Branch (joint) and Equalities Officer – Physics/Tech
Lisa Phillips	LP	Able at Imperial
Sunday Popo-Ola	SPO	Research & Teaching Fellow, Civil & Environmental Eng
Sharon Pyner	ShP	Head of Prospect Development, Advancement
Sara Rankin	SR	Medicine (Neurodiversity)
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
Andrew Willson	AW	College Chaplain
Ji Young Yoon	JY	Technical Staff Representative
Jacalyn Murphy	JDM	(Minutes) EA to Assistant Provost (EDI)

Apologies:

David Ashton	DA	Academic Registrar
Jaclyn Bell	JB	Equality, Diversity & Outreach Public Engagement Computing
Emma Chapman	EC	Research Associate, Physics 1752 group (leaving Imperial)
Sarah Essilfie-Quaye	SEQ	Project Manager in Research Strategy, Faculty of Medicine
Cedric John	CJ	Dept Earth & Sciences (Mental Health)
Susan Littleson	SL	Deputy Director, Organisational Development & Inclusion, HR
Calyste Revel	CR	ICU LGBTQ+ Officer

	Agenda Item	Action
1.	Introductions	

	The Chair welcomed all and new members to their first meeting. Travis Mager introduced himself representing PAAN (PA and Administrators' network) and Ji Young Yoon representing technical staff.	
2.	Minutes of last meeting held on 7 June and Matters arising	
	The minutes of the last meeting held on 7 June were agreed as correct. The following matters were arising:	
2.1	Definitions of Islamophobia	
	<p>The College website definition on Islamophobia, which was not universally accepted and a clear statement on the College's approach to religious intolerance, was discussed at the EDI Strategy Group. Guidance on other religions is to be considered. SC will consult further with the Strategy Group and will share with the EDI Forum for input and with the Islamic Society. Update: The College's webpage has been updated:</p> <p>https://www.imperial.ac.uk/equality/resources/religious-intolerance/</p>	SC
3.	College due diligence procedures (Advancement)	
	<p>Following discussions at the last EDI Forum Harriet Kay and Sharon Pyner from Advancement joined the meeting and reported on the College's process of due diligence when dealing with philanthropic gifts.</p> <p>When a donation is ready Advancement establish if the company is a suitable donor, a risk assessment and background checks are carried out; these checks would include an issue if a company made homophobic statements. SP asked within the relationship with Polish institutions if the issue of LGBTQ+ rights was considered. ShP commented it is likely that would have happened in a different division, e.g., international.</p> <p>https://www.imperial.ac.uk/research-and-innovation/research-office/preparing-and-costing-a-proposal/identifying-partners/due-diligence/ https://www.imperial.ac.uk/admin-services/secretariat/secretariat/what-we-do/ethics/policies/</p>	
3.	Chair's Report	
3.1	Race Equality Charter update	
	The REC application was submitted by the July deadline; implementation of the action will be responsibility of the EDI Strategy Group. SC will	

	<p>provide a GDPR compliant summary of the action and convert into a Gant chart to keep track of progress. The REC SAT group membership will be refreshed. The new REC Co-ordinator commences her appointment in November.</p> <p>The summary action plan will be publicised in the next staff briefing in October, which is also black history month. KK commented that highlighting the work of the REC in October is good but to also ensure there are regular updates throughout the year.</p> <p>https://www.imperial.ac.uk/equality/activities/black-history-month/</p>	<p>SC</p> <p>SC</p>
3.2	<p>The Athena SWAN institutional level award deadline for submission is 31 March 2022. The College currently hold silver. The Athena SWAN Charter process was reformed to make it more impactful with 4 to 8 priorities needing to be identified for the College action plan. Past and future actions will link with the Race Equality Charter work, e.g., actions on recruitment and career progression can be elaborated to also serve gender equality.</p> <p>Broadly, we need to ensure Faculty and departmental level discussions on EDI action plans is aligned with College level work was highlighted to ensure there is no duplication of effort.</p> <p>The transformed UK Athena Swan Charter Advance HE (advance-he.ac.uk)</p>	
3.3	<p>Planning has begun for next year's Women at Imperial week and details will go in the next staff briefing.</p> <p>https://www.imperial.ac.uk/equality/activities/women-at-imperial/</p>	
3.4	<p>The EDI Seed Fund has opened on 8 October and the deadline is 26 November. The web page has been updated:</p> <p>https://www.imperial.ac.uk/equality/activities/seed-fund/</p>	
4.	<p>Update on the College bullying and harassment policy (Kani Kamara)</p>	
	<p>KK reported on the draft bullying and harassment policy following the reviews during the past 18 months. Procedures intersect with many other policies within the College. A first draft is with the HR Director, Student Services and Registry. The final document will go to the EDI Strategy Group for their consideration.</p> <p>SR commented on the importance of identifying the consequences of misdemeanours, with different levels of seriousness. Heads of Departments need to be sure of what action they can take.</p>	

	<p>KK commented people must be clear about roles and responsibilities and for individuals to ask for help and support to fulfil that responsibility if needed. KK agreed the policy needs breaking down the range of disciplinary measures that can be taken, all the way from informal action to dismissal.</p> <p>TM commented especially from the PA and Administrators network there is concern about speaking up and asked if there is a no detriment policy and if comments can be given anonymously. KK replied there is “victimisation” incorporated into the Equality Act, if there is a detriment, e.g., career progression or something changes that is classed as victimisation that is covered legally. The reporting tool has a mechanism for people to disclose anonymously.</p> <p>JY commented during the time of investigation if the complainant and accused need to work together, how to protect those two individuals in terms of the uncomfortableness. KK commented currently it is at the discretion of the investigator and depends on circumstances. KK will invite Ann Kelly, HR, to talk about the resolution policy at a future EDI Forum that covers this area.</p> <p>LE commented around confidentiality it would be interesting to know what is of public interest and what is not, e.g., the bullying scandal last year should it have been disclosed. MR commented a lot is based on events of last year; generally it is important to ensure both parties involved in any complaint are protected (e.g. including those who may be wrongly accused) to ensure that the tool is not used as a harassment tool itself.</p> <p>https://www.imperial.ac.uk/human-resources/procedures/harassment-bullying--victimisation/</p>	SC/KK
4.1	Report and Support (Gabriella Kerr-Gordon)	
	<p>GK-G gave an update on the report and support tool that is now live for staff and students. It will have a prominent place on the College website with FAQs and a guide on how to use the tool.</p> <p>https://www.imperial.ac.uk/equality/resources/report-and-support/</p>	
5.	IAO Media Academy (Wayne Mitchell)	
	<p>WM gave a presentation on a training programme held by Imperial as One regarding engaging with the media. Chi Onwurah MP spoke and there was a words session and an activity on using video to get your message across. The events were well received by all. WM thanked Maxine Myers, and all at Communications who were instrumental in ensuring there was a structured programme.</p>	

6.	I600: Participation of International Day of LGBTQ+ People in STEM 18 November; Requests for Imperial 600 for LGBT History month (Feb 2022) and Pride Season (June – July 2022) (Joel McConnell)	
	JM gave a presentation on a proposed event to celebrate LGBTQ+ Pride STEM day on 18 November and asked to enlist support for speakers and promotion. JM was asked by NHLI to hold a joint event and would like to collaborate with Imperial College to find great speakers across the College in research, engineering and medicine and an outside speaker. A successful event was held last year with 147 registrations. JM asked for volunteers to contact him by email or provide a suitable contact of anyone who would like to help.	All
7.	EDI Forum membership and operation review	
	SC will flag in the chat consideration from members on how well the EDI Forum is working, refreshing the membership, and the preference to hold future meetings online or as a hybrid event. SC thanked everyone for attending and their input.	SC