

**DoLS PDC meeting minutes**

Wednesday 16<sup>th</sup> May 2023  
15:00-16:00  
SEC 319

**Invited: Alice Banks (AB), Tom Kim (TK), Julia Sanchez Garrido (JS), Henry Taunt (HT)**

**1. Apologies for absence**

Tom Kim

**2. Minutes & actions from last meeting**

- Topics for the PDC to discuss with the HoD is still under consideration.
- Pizza & Beer speakers have been arranged for May and June.
- Terms of Reference are available in the MS Teams for the PDC to edit.

**3. Committee updates**

**a. Equality, Diversity & Inclusion (AB)**

Met 21/04. Discussion around the EDI presence in interview presentations for recent academic appointments. The lack of gender balance at the DoLS Staff Away Day was noted and the lack of gender and diversity in terms of the teaching staff on UG modules was also discussed. There have also been instances of misgendering when booking travel arrangements via Egengia, this is being investigated and will be elevated to HR if necessary.

**b. Health & Safety**

No update.

**Action:** TK will become the new H&S Postdoc Rep. TK to contact the H&S lead to be added to the relevant mailing list.

**c. Research Strategy & Fellowships (JS)**

No update.

**d. Space, Infrastructure & Facilities (TK)**

No update.

**e. PFDC Reps Network (HT/JS)**

Results for most recent staff survey are being reviewed by the PFDC.

**f. FoNS Reps Network (MH/AB)**

Met 10/05. The recent FoNS Showcase was discussed and was considered a success. There are plans to hold future Showcases (possibly two per year) with the next planned to take place in November. The location was also discussed, and the next Showcase is likely to be held at the White City campus.

**g. Culture Committee (MH)**

No update. HT will become the new Culture Committee Postdoc Rep. HT to contact Matthew Child to be added to the relevant mailing list.

**h. Seminar Committee (TK)**

No update.

**4. Events for 2023**

**a. Pizza & beer talks (HT/JS)**

Speakers confirmed for May and June. Space to store P&B supplies should become available on the SEC 7<sup>th</sup> floor which will also be helpful when the screen is installed and the events can be held in the common room.

**Action:** All – following the May event, check supplies of drinks and place a new order with Tika if required.

**b. Faculty Postdoc Showcase (AB)**

Event planned for November.

**5. Topics to raise in HoD meeting**

Introduce PDC and raise any postdoc issues/concerns. Discuss a possible DoLS Open Day and the Department's Outreach activity.

**Action:** All – before the next PDC meeting, give some thought to other discussion points to raise with the HoD with the intention of meeting before the end of the summer term.

**6. Review DoLS PDC Terms of Reference**

The document is still available for editing in the MS Team.

**7. AOB**

None.

**8. Next PDC meeting**

TBC