



School of Government
Equality, Diversity and Inclusion (ED&I) Committee

Minutes of the meeting held on

Tuesday 19 March 2024 at 11:00 hours, via Teams

Members Present:

Mwita Chacha	(MC)	School Head of Equality, Diversity and Inclusion (Chair)
Sobia Baig	(SB)	Professional Services [from 11:30]
Licia Cianetti	(LC)	Academic [until 11:30]
Abena Dadze-Arthur	(AD-A)	Academic
Niheer Dasandi	(ND)	Academic [until 12:00]
Yuxiang Lin	(YL)	PG student representative
Fatima Madani	(FM)	UG EDI Student Ambassador
Dee Pettifer	(DP)	Professional Services (ED&I Committee Administrator)
Stefan Wolff	(SW)	Academic [until 12:30]
Bizuneh Yimenu	(BY)	Academic

In attendance

Emeka Njoku	(EN)	Athena Swan Co-Lead
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Summary of actions for ED&I Committee

Agenda item	Action	Owner	Timescale
8 – 21.11.23	To report outcome of meeting between DHoC and POLSIS women re promotions. ES to attend for continuity purposes.	MC via ES	TBC
3 – 19.03.24	To provide a summary of needs for PG students for 10 th floor by email and send to MW and DP.	YL	Next EDI meeting on 22 April
4 – 19.03.24	To provide feedback re the draft SAT ToR.	ALL	Next EDI meeting on 22 April
6 – 19.03.24	To provide feedback on the ‘Decolonising the curriculum’ report, ahead of the next SMT meeting on 24 April, at which this will be presented.	ALL	Next EDI meeting on 22 April
8 – 19.03.24	To seek advice from Eleni Vezirgiannidou in respect of a School-led survey, as there may not be one led by College.	MC	Next EDI meeting on 22 April
9 – 19.03.24	To set a date and agenda for the next EDI Forum. Currently proposed as 14 or 15 May.	MC / DP	Before next EDI meeting on 22 April

Agenda Item	Agenda Item	Action
1.	<p>Apologies George Kyris - Academic Tatheenah Mukulu - UG EDI Student Ambassador Ash Stokoe – Academic Nicholas Cheeseman – Athena Swan Co-Lead</p>	
2.	<p>Minutes of previous meeting</p> <p><u>Noted:</u> minutes of the meeting held on 9 January 2024 were approved as an accurate record.</p> <p>Action tracker review – those items not addressed elsewhere on the agenda</p> <p>None reported.</p>	
3.	<p>Standing item: UG EDI Student Ambassadors and PG Rep updates</p> <p>YL (PG) <u>noted:</u></p> <ul style="list-style-type: none"> • Following a recent inspection carried out by facilities, the space for PGT students on 10th floor of MHT has been changed and items such as soft furnishings have been removed. The space is now less inviting and anecdotal feedback from PGT students has indicated the need for this space for welfare reasons. <p><u>Action:</u></p> <ul style="list-style-type: none"> • YL to provide a summary of needs for 10th floor, and to present this in an email to MW and DP in the first instance. <p>FM (UG) <u>noted:</u> Recent events include:</p> <ul style="list-style-type: none"> • The distribution of candy for Valentine’s Day • Women’s month alumni event – hosted by BBS and supported by the School’s EDI Student Ambassadors. • Ramadan crafting <p>A picnic after Easter is in the pipeline.</p>	YL then MW and DP
4.	<p>Standing item: Athena Swan update</p> <p>EN <u>noted:</u></p> <ul style="list-style-type: none"> • Once the SAT (Self Assessment Team) has been formed, sub departments will be formed and priorities of targets agreed. • Membership of SAT: a call has been rolled out, but only three academic members have responded to date (two from POLSIS and a third from IDD). <p><u>Agreed:</u></p> <ul style="list-style-type: none"> • DP will request support for PS membership to be encouraged via the School’s DHoOps. • School Head of Postgraduate Study to be approached to encourage PGRs to put themselves forward. • HoS to request that HoDs encourage their respective academic colleagues. <p><u>Action:</u></p> <ul style="list-style-type: none"> • EDI committee to offer feedback re the draft of the SAT ToR. 	ALL

Agenda Item	Agenda Item	Action
5.	<p>EDI Committee Terms of Office</p> <p><u>Noted:</u></p> <ul style="list-style-type: none"> At the last meeting, following endorsement from SMT, Terms of Office for EDI Committee members is agreed as being two years, renewable for one term if required. <p><u>Agreed:</u></p> <ul style="list-style-type: none"> For all current members, the EDI Committee Terms of Office starts from 1 August 2024, and leading up to this date, plans are to be agreed so that members do not leave at the same time, but that it is staggered. Also to be considered: Terms of Office for the SMT member who sits on the EDI Committee is to be the length of their Term of Office as an SMT member. Athena Swan Lead(s) to be co-opted into the EDI Committee. 	
6.	<p>Decolonising the curriculum</p> <p><i>Document on Teams: 'DSOG proposal-Final'</i></p> <p><u>LC noted:</u></p> <ul style="list-style-type: none"> BBS are currently circa 18 months into a 3-year project centred around decolonising the curriculum. LC, AD-A have been working with School HoE to produce a paper (available via Teams). This includes commitments that are already taking place as a result of the last paper produced by the School in 2020; and a timeline based on the BBS project, but which also addresses issues experienced by BBS. Funding proposals are also included. Incentive structures can be further enhanced by having representation across the School: LC (POLISIS), AD-A (DPAP), a representative from within IDD would be beneficial. <p><u>Also noted:</u></p> <ul style="list-style-type: none"> The imminent new legislation around Freedom of Speech needs to be considered when deciding the rollout of this commitment once endorsed. The University is due to soon rollout a code of practice. Athena Swan reapplication requires a curriculum audit, and so a way forward in respect of decolonising the curriculum will need to be in place as part of this process. Wider Education changes and how decolonising the curriculum fits into this also needs to be considered, so that this commitment is not standalone in a vacuum. <p><u>Action:</u></p> <ul style="list-style-type: none"> EDI Committee members to offer feedback in respect of this report ahead of the next EDI meeting (22 April), as this paper will be presented at the next SMT meeting on 24 April. 	ALL / MC

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7.	<p>REF Environment Statement</p> <p>ND noted:</p> <ul style="list-style-type: none"> • ND compared the REF statements from Warwick, and also internally from POLSIS and IDD. • The main difference is that within Warwick’s, EDI is mentioned in all sections, whereas with POLSIS and IDD EDI has a separate section and intermittently mentioned in other sections; and institutional processes and commitments are more obviously embedded within Warwick’s statement, mainstreaming EDI. • ND will circulate the report once complete. <p>Also noted:</p> <ul style="list-style-type: none"> • There is a heavy focus on gender, which is important, but there are other EDI-dimensions to consider, including those less mainstream such as early careers and end of career. • The Environment Statement will count for at least 50%. • With an imminent general election, the potential change in Government may affect expectations and there could be a greater emphasis on EDI, and the need to think more widely. • If the School is entered under one unit for the next REF, as opposed to two during the last one, collating will be an important exercise, which will be within the remit of the new School role. 	
8.	<p>EDI Survey</p> <p><i>Documents on Teams: ‘2023 EDI Survey report’ and ‘CoSS EDI Survey report’</i></p> <p>MC noted:</p> <ul style="list-style-type: none"> • The finer details of the latest survey will be discussed at the EDI Forum. • It is possible that there won’t be a College-led EDI survey next year, and so the School will need to conduct its own survey. This will also ensure that the required metrics for the Athena Swan reapplication are met, and broader EDI goals are considered. • Focus groups will be formed as part of the Athena Swan activity, but data is also required for the application itself. • Being able to segregate data between departments will also be useful. • EDI Student Ambassadors can be used to encourage students to respond to the survey. <p>Action:</p> <ul style="list-style-type: none"> • MC to approach Eleni Vezirgiannidou, as the last Head of EDI to produce a School-led survey, to seek advice on how the committee might best use a working group to look at producing a survey for 2024/25. 	MC
9.	<p>Spring EDI Forum</p> <p>EDI Forum to take place on 14 or 15 May 2024. To be confirmed after Easter.</p>	MC (DP)

Agenda Item	Agenda Item	Action
10.	Standing item: budget overview Current spend is £1.3k from an overall budget of £7.65k. This is mainly in respect of casual staff payments.	
11.	Date of next meeting Monday 22 April, 14:00-16:00 via Teams.	