

Faculty of Science and Health Equality, Diversity & Inclusion Committee

EDI/2023-24/[AGENDA No 03 2024]



Meeting Minutes, to be approved by the Committee

Date: Tuesday 23rd April 2024

Attendees: B Nolan (Chair), S McKenna, D O'Connell, D Collins, H Barry, L Cumba, L Crean, R O'Neill & A Matthews, H Goss, K Leahy,

Apologies: E Ni Fhloinn, S Sheehy, Simon Dunne

Agenda

1. Welcome, introductions, apologies and adoption of the agenda
2. Confirmation of minutes of previous meeting, 14th February 2024
3. Matters arising
4. Update from Schools on the AS action plan/submission plan
5. AOB

Item N°	Main Points of Discussion
1.	The Chair welcomed Kate Leahy the new undergraduate student representative. Apologies were noted and the agenda was adopted.
2	The minutes from the previous meeting were approved.
3.	(Item 3.1) Common induction information/process This was mentioned to the Dean but it is still a work in progress. Action: B Nolan (Item 3.2) Timing of meeting. Noted that meetings should not occur outside the core working hours of 10 am and 4 pm, as stated in the Athena Swan action plan. (Item 3.3) Action plan template. To be actioned by the Chair (Item 3.4) EDI Committee folder. This has been updated with relevant information. The Chair informed members that the final submission has been finalised and will be submitted on Friday 26th April 2024. All committee members were happy with the action plan and feedback will be received in August.
4.	The Chair asked the convenors for an update on their School AS action plan/submission plans.

	<p>B Nolan (Maths) - An action plan is underway and was discussed at the recent school meeting. Staff were encouraged to fill in the diversity profile in core as the HEA requires this information. Note that this information is confidential and only available to one person in HR.</p> <p>H Goss (Health & Human Performance) - The school self-assessment team has been set up but they still need to appoint an undergraduate and postgraduate student rep to the team.</p> <p>L Cumba (Chemical Science) Working on their application and SAT. Looking to elect another post-doc / postgraduate student.</p> <p>D Collins (Biotechnology) EDI committee is meeting and working through the action plan.</p> <p>A Matthews (Nursing & Psychotherapy) EDI committee in situ. Balancing the workload between the EDI committee and the AS action plan can be difficult. Queried if funding would be available to facilitate running EDI events or awards. Noted there is a feeling that the EDI workload is not recognised. Agreed that this should be recognised in the workload allocation and agreed that B Nolan will discuss this with the Faculty Manager and the Dean. Action: BN</p> <p>D O'Connell (Physical Sciences) In the process of converting the old action plan into the new format.</p>												
5.	H Barry attended the Human Library and found it very interesting and informative.												
5.1	R O'Neill asked if there is a Faculty academic workload document. It was confirmed that there are Faculty workload guidelines and these will be available to Heads shortly.												
	<table><tr><th colspan="2">Actions</th><th>Action by</th></tr><tr><td>1.</td><td>3.1 Common induction information/process</td><td>B Nolan</td></tr><tr><td>2.</td><td>3.3 Action plan template</td><td>B Nolan</td></tr><tr><td>3.</td><td>4.1 Recognising EDI workload / EDI events</td><td>B Nolan</td></tr></table>	Actions		Action by	1.	3.1 Common induction information/process	B Nolan	2.	3.3 Action plan template	B Nolan	3.	4.1 Recognising EDI workload / EDI events	B Nolan
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Date of Next Meeting					
Date	TBC	Time	TBC	Location	TBC