

Confirmed Minutes

Meeting:	Equality, Diversity and Inclusion Committee (EDIC)
Date:	26 April 2023
Time:	2 pm to 4 pm
Venue:	Teams Meeting

In attendance	Designation
Maria Jackson [Chair]	Head of Governance and Company Secretary
Antony Charles	People, Talent and Culture Manager
Rebecca Collins	Disability and Wellbeing Advisor
Nadia Michail	Disability and Wellbeing Manager
Andreea Turculet	Academic Administration and Assessment Executive
Arif Zaman	Enterprise Outreach Manager and Senior Lecturer Business
Dominic Bailey [Secretary]	Quality Executive

1.0	<p>Welcome and Apologies</p> <p>*Denotes apologies sent</p> <p>**Denotes absent members where apologies were not sent.</p> <p>M Jackson welcomed everyone to the meeting.</p> <p>There were no apologies.</p>
2.0	<p>Meeting of 8 February 2023</p> <p>2.1 <u>Unconfirmed Minutes</u> (for approval)</p> <p>The minutes of the 8 February 2023 EDIC meeting were agreed to be a true record of the meeting and were approved by the Committee.</p> <p>2.2 <u>Action Tracker/Matters Arising</u></p> <p>2.2.1 Minutes of July 2022 EDIC Meeting</p> <p>2.2.1.1 Item 8 refers</p> <p>A Zaman to review the UNESCO Gender Equality: How global universities are performing report Part 1 and 2 and submit a summary report to the Chair for consideration for inclusion on the agenda for the next EDIC meeting.</p> <p><u>Update:</u> A Zaman had some technical difficulties during the meeting and was unable to provide any updates on the action at this time.</p>

	<p>2.2.2 Minutes of December 2022 EDIC Meeting</p> <p>2.2.2.1 Item 4 refers</p> <p>A Charles and N Michail to work together on a disability policy or guidance document that covers staff members/job applicants with a disability.</p> <p><u>Update:</u> A Charles and N Michail informed the committee that they have been considering the policy/document, however, at this time, they have no substantial update to give and stated there will be more information on this for the next meeting.</p> <p>2.2.2.2 Item 8 refers</p> <p>The Chair to discuss with the Head of Quality whether we need to have the same student representatives at each meeting or whether they can vary from meeting to meeting.</p> <p><u>Update:</u> The Chair informed the Committee that, following her discussion with the Head of Quality, she was made aware of the difficulties that would result in alternating student representatives in EDIC meetings.</p> <p>2.2.3 Minutes of February 2023 EDIC Meeting</p> <p>2.2.3.1 Item 6 refers</p> <p>R Collins to share with the Committee (via M Jackson) a link to the resources available from Lean In.</p> <p><u>Completed:</u> The Chair informed the committee that the link was shared via hyperlink in the April EDIC Action Tracker for members to peruse in their own time.</p> <p>2.2.3.2 Item 7 refers</p> <p>N Michail to research the requirements for signing up to the University Mental Health Charter and report back to the committee.</p> <p>Update: N Michail informed the committee that the deadline for the 2022-23 application has passed, and the Chair also noted that it does not seem that Bloomsbury Institute meets the requirements set out in the University Mental Health Charter as it does not have Taught Degree Awarding Powers.</p>
<p>3.0</p>	<p>Pregnancy, Maternity and Parenting Guide [No further approval required]</p> <p>3.1 <u>Pregnancy, Maternity and Parenting Guide</u></p> <p>N Michail presented the document and noted the amendments made and invited members to share their comments or questions.</p> <p>M Jackson and A Charles sought clarification on the highlighted sections in the policy. N Michail confirmed that the highlighted sections have yet to be checked by the Compliance Manager.</p> <p>M Jackson flagged some minor amendments that did not require discussion and agreed to share these with N Michail outside of the meeting. M Jackson also flagged the reference to the Academic Registrar in the Support Plan development process and the need to find an alternative given that the role of Academic Registrar no longer exists. It was agreed that N Michail would seek advice from S Karim on this matter.</p> <p>Members of the Committee agreed to approve the document subject to the discussed</p>

	<p>amendments and further clarification from the Compliance Manager, and the Chief Operating Officer. The finalised document would be submitted to M Jackson for final sign-off.</p> <p>Actions:</p> <ul style="list-style-type: none"> • N Michail to consult with S Karim and seek advice on a suitable replacement for the Academic Registrar in reference to the Pregnancy, Maternity, and Parenting Guide: Support Plan. • N Michail to secure approval from the Compliance Manager on the sections highlighted within the document. • N Michail to submit the amended document to M Jackson for final sign-off.
4.0	<p>Student Learning Support Agreement</p> <p>4.1 <u>Student Learning Support Agreement</u></p> <p>N Michail informed members that following her review of the Student Learning Support Agreement, no changes were deemed necessary.</p> <p>The members of the Committee agreed and the document was re-approved as it stands.</p>
	For consideration or consideration and action
5.0	<p>Equality, Diversity and Inclusion Report [For consideration and action]</p> <p>5.1 <u>March 2023 Update Report for SMT Cover Paper</u></p> <p>5.2 <u>March 2023 Update Report for SMT</u></p> <p>The Committee received and noted the March 2023 Update Report for SMT.</p> <p>5.3 <u>April 2023 Update Report for SMT Cover Paper</u></p> <p>5.4 <u>April 2023 Update Report for SMT</u></p> <p>The Chair presented the April 2023 Update Report for SMT and highlighted the impressive presentation given by R Collins on Cognitive Distortions at the recent Knowledge Quarter Conference. Other members of the Committee who had attended the Conference agreed.</p>
6.0	<p>UNESCO Gender Equality Report</p> <p>6.1 <u>UNESCO Gender Equality - Summary Report</u></p> <p>The item was deferred to the July 2023 EDIC meeting as A Zaman was experiencing technical difficulties and could not present the report in the meeting.</p>
	For information
7.0	<p>Update from Disability and Wellbeing Manager</p> <p>N Michail highlighted the following:</p> <ul style="list-style-type: none"> • SEWS are currently organising several Wellbeing events in June for the June 2023 intake. • The Institute's Togetherall subscription will be renewed for 2023-24. • Feedback from students who have utilised the student mental health support referrals has been positive. <p>M Jackson asked whether the Institute's current subscription package with Togetherall meets the needs of our students or whether it is worth considering upgrading for the next academic</p>

	<p>year. N Michail responded that our current provision meets our student support needs.</p> <p>M Jackson asked whether we would receive an annual report from Togetherall. N Michail confirmed that we should receive an annual report as well as the monthly reports and that this information would be included in her Disability Office Annual Report.</p> <p>M Jackson asked A Charles about staff interest in and feedback from Togetherall and the Employee Assistance Programme (EAP) available through PerkBox. A Charles reported that there is only a small number of staff who are utilising the EAP. As for staff engagement with the Togetherall initiative, A Charles said he had received no feedback from colleagues.</p>
	Any Other Business
8.0	A Charles reminded members of upcoming Mental Health First Aid training.
	Date and venue of the next meeting
9.0	31 July 2023 – 2:00 – 4:00pm @ TBC

