

**University of Aberdeen Business School
Equality, Diversity and Inclusion Committee
Draft Minutes of the Meeting held on 2 November 2020, 11am on Microsoft Teams**

Present: Fernandes Antunes Batista da Silva, Angela Black, Cheryl Dowie, Shamima Haque, Lucy Holmes, , Nathalie Kemp Ashley Lim, Nan Liu, , Caterina Motta and Mark Whittington (Chair)

Apologies: Maria Cascio, Pam Cumming (Clerk), Sola Kasim and Eleonora Monaci, Martin Meyer

1.	<p>Minutes of Previous Meeting and Matters Arising No changes</p>	
2.	<p>Plan MW reminded the group that from the Athena SWAN angle we are looking for 3 things in near future – Plan for next year on the web, need to have foundation for proper application for extension of award next November, we then need to start thinking about Silver application following the success in Psychology. MW and CD are meeting with Principal and Psychology re the silver award and will feedback. Hoping to learn more about other diversity issues as well at this meeting e.g. Race Equality charter</p>	<p>MW and CD to feedback to the group about the Silver award and discussions with Principal</p>
3.	<p>Action Plan and Survey Research SH reported that her subgroup had met and she ran through the modifications suggested (as per file uploaded previously on Teams). Including attendance at Research committees, few changes in wording in some of the sections. Several objectives were also combined to produce on an amalgamated set of objectives. SH is happy to receive questions. MW is happy for the sequence of questions to be altered. Workload allocation for research staff was briefly discussed in terms of gender/age to determine whether it is a fair system. AL offered guidance on the model if it would be helpful. SH also proposed additional survey questions as per document on Teams, taking Covid-19 into account. MW hopes very soon to incorporate his 3 sub-groups into a shared format for a cohesive final document, taking into account all other groups very soon. The traffic light system that SK used/will revisit is likely to be used, in the hope that we don't have any reds in the future. MW will share his groups findings/wording on teams.</p>	

	<p>Staff Career Progression</p> <p>CD explained the changes and rational behind the changes which her group had discussed as per document previously distributed on teams. Removing objectives in red, combining some objectives and editing some. CD also ran through the survey questions.</p>	
4.	<p>Research Update</p> <p>SH reported that she attended the School research committee meeting. First issue was sabbatical leave, there is no policy or provision for returning mothers at the moment so this will be considered going forward. SH will follow this up.</p> <p>Also discussed was the annual research review. HoDs used to carry these out, these haven't been done for a while. Catia will raise annual research review meetings at the School Exec.</p> <p>Internal research resource for returning mothers or any resource for e.g. women academics during Covid time, there isn't anything specific for women or returning mothers at the moment.</p> <p>Child facilities for conferences was also mentioned. Warwick and Edinburgh have a provision for childcare with regards to attendance at conferences. Catia will take to Exec.</p> <p>Elphinstone scholarships is on hold for now.</p>	
5.	<p>Newsletter/Website</p> <p>The Newsletter is currently under final edits and hoping it will then be sent out to the group before it goes to all staff and is put on the website.</p>	
6.	<p>Events</p> <p>There is upcoming event on 18th November at 12 noon on career progression. There is a flyer being produced which will be sent out soon. Any questions to be sent to AB/CD/MW to collate.</p> <p>Any ideas for Christmas jumper day with regards to how different cultures celebrate Christmas to be shared with PC.</p>	
6.	AOCB:	
7.	Date of Next Meeting: 17 November 2020, 1030am.	