Meeting with: Holger Schnadelbach (Chair,HS), Claire Kirk (CK), Mercedes Torres Torres (MTT), Gail Hopkins (GH), Hamzah Abdula (HA), Julia Cousens-Smith (JCS), Pepita Stringer (PS), Jon Garibaldi (JG), Sarah Martindale (SM), Milena Radenkovic (MR), Alexandra Patrascu (AP), Gemma Singleton (GS) Apologies: Graham Hutton (GH), Amy Dickens (AD), Boriana Koleva (BK) **Re: EDI Committee Meeting**	Date/Time/Location: 23.02.17, 11:00, C1 Computer Science

	ITEMS FOR DISCUSSION:	ACTION
1	Remit of meeting • HS reported that the reason for setting up the committee stems from the Equality Act 2010 and to focus on matters more broadly than what Athena SWAN covers. Committee Activities • Members of the committee should consider presence on university wide equality committees. MR reported that she is part of the Parental Working Group, SM reported she is the contact for the Women's Network and GH reported she was happy to be the contact for Carers Network. Consideration is needed for contacts for other representation in other committees. The membership of the EDI committee was discussed. • GS and HS to arrange a meeting to discuss updates to the website. • SM to send blog detail relating to techmums to GS to add to the website. • HS to address staff and encourage those of different ethnic backgrounds to join the membership. Embedding EDI principles into school operations • HS circulated the University's terms of reference for information. Any committee members who have suggestions for the CS terms of reference should email HS. • HS to incorporate proposed changes and proposed draft of terms of reference to Management Board for approval. [**Post meeting note: JCS confirmed terms of reference can be submitted to EDI.**] • It was agreed that committee meetings will take place 4 times per year. • JCS agreed to feed back to Operations Group any EDI related queries to take to faculty level • JCS reported that EDI workshops have been arranged at faculty level and encouraged members to attend the training. SM to send details of CDT training to student representatives as the training as the faculty training is aimed at staff. • AD to report back on Women in Tech event. It was noted that CS representation wasn't well supported. • Women in CS was discussed. This group has been successful in previous years and not just from a female perspective. MR to discuss with AP/HA regarding another possible meeting. • JCS to enquire with Marketing to undertake a mystery shopper exercise to review other CS Schools in other Universities offer in terms of scholarships. • MR to send HS a data review of figures relating to offers made to applicants against actual applications accepted when this is available. • GS to ask Steve Bagley for a list of people using computerphile. • GS to obtain marketing materials aimed at prospective students.	 **GS/HS** **SM** **HS** **ALL** **HS** **SM** **AD/JCS** **MR/AP/HA** **JCS** **MR** **GS** **GS**
2	Athena SWAN action plan • Section 1 of the Athena SWAN action plan was discussed. The remainder needs further discussion. See attached list for actions.	
3	Date of next meeting: May 2017	