

## Computer Science EDI Committee Meeting

**25 May 2017**

### Meeting Notes

**In attendance:** Hamzah Abdula, Julia Cousens-Smith, Gail Hopkins, Boriana Koleva, Sarah Martindale, Alexandra Patrascu, Sheila Popple (Meeting Secretary), Milena Radenkovic, Holger Schnadelbach (Chair), Pepita Stringer, Mercedes Torres Torres

**Apologies:** Jon Garibaldi, Graham Hutton, Claire Kirk, Gemma Singleton

ITEMS FOR DISCUSSION	ACTION	
1	<p><b>Minutes from last meeting (23 February 2017):</b> The minutes were noted and agreed.</p>	
2	<p><b>Terms of Reference:</b> The Terms of Reference had been agreed by both the Head of School and the Director of Operations. During the meeting, it was agreed that under the 'Meetings' section, the word 'normally' would be removed to read 'Meetings will take place at least three times a year...'</p>	GS
3	<p><b>EDI Website:</b> Noted that the site has a similar structure to CS and would be re-badged from Athena Swan to Women in Science.</p>	GS
4	<p><b>Plans for Academic Meeting and Research Staff Meeting:</b> In an effort to increase membership of the EDI committee, presentations will be given at a forthcoming Academic Staff Meeting. Researchers (including Horizon) will be addressed separately at a Research Staff meeting. It is proposed to do this on an annual basis. Plans will be drawn up over the summer.</p>	HS
5	<p><b>Group report back from EDI activities:</b> AP and PS tabled a paper detailing an interview held with a first year CS female student. A focus group had been planned but only one student turned up. PS outlined the key points of the meeting. During discussion the following was noted/agreed:</p> <ul style="list-style-type: none"> <li>• An EDI stand would be set up during Week One in September 2017 with specific interest for female students</li> <li>• A further focus group would be arranged for December 2017</li> <li>• The next President of CompSoc is a female. This should be publicised and promoted as widely as possible, particularly on social media and in the School newsletter</li> <li>• Newsworthy items should be passed to GS for promotion</li> <li>• AP to meet with the female student who had been interviewed to discuss ways of improving Open Days to appeal to females</li> <li>• HS reported that male/female attendance at Open Days shows an 80/20 split. There are plans to capture further EDI statistics wherever possible</li> <li>• Martin Flintham and Yorgos Tzimiropoulos will be including a piece on EDI activities at future Open Days</li> </ul> <p>SM reported that she had attended Unconscious Bias (UB) Training which had been included in a session with DTC students. HS hadn't made any progress</p>	<p>AP</p> <p>AP, PS GS</p> <p>All AP</p>

	<p>with getting the Centre to include UB training for UG students. SM said that she has a link to a good video on UB. HS will talk to SM on the best way to provide UB information</p> <p><b>Maternity entitlement (tabled paper):</b> Noted there was a difference in maternity entitlement for Research Council UK funded students and University of Nottingham funded students. This is a particular issue in the CDT. Maths has developed a standard process and the question was raised whether CS could do the same?</p> <ul style="list-style-type: none"> <li>It was agreed that a recommendation, together with costings, should come from the EDI Committee to the School Operations Group</li> </ul> <p><b>Public Engagement (tabled paper):</b> SM had been in touch with the University's Widening Participation Team and had learned about the existence of the University's Outreach Group.</p> <ul style="list-style-type: none"> <li>SM will contact Yorgos and Martin to discuss their involvement in Outreach activities</li> <li>It was agreed that a way needs to be found to capture BME data. This part of the wider need to capture all EDI relevant data across the school. HS will trigger the necessary discussion to happen.</li> </ul>	<p>HS/SM</p> <p>SM</p> <p>SM</p> <p>HS</p>
6	<p><b>Athena Swan action plan update (tabled paper):</b> MR reported that Tableau was showing very little change in female UG applications and females were accepting offers more often than male applicants. More work needs to be undertaken on the data from November 2016. This will be addressed outside of this meeting.</p> <p>HS tabled an updated Athena Swan action plan.</p> <ul style="list-style-type: none"> <li>Discussion of the action plan had been taken outside the main EDI meeting. There were three meetings focussing on Staff Development &amp; PGR, Undergraduate and School Operational issues.</li> <li>The document should be treated as a working document and is to be put online for members to access and update. HS agreed to address this and there would be a few key owners</li> </ul> <p><b>Athena Swan Award:</b> JCS formally noted the School's receipt of the Athena Swan Bronze Award and thanked everyone involved for their hard work. This is a big achievement for the School and all those involved deserve to feel proud. There will be an award ceremony in July 2017 which HS and MR will attend. Detailed feedback from the application will be received in due course and subsequent progress will need to be recorded.</p>	<p>JCS, MR</p> <p>HS</p>
7	<p><b>Any Other Business:</b> None.</p>	
	<p><b>Date of Next Meeting:</b> Second week in September 2017. To be confirmed.</p>	<p>GS</p>