

UCL Queen Square
Institute of Neurology
2022-23 Annual EDI Report



No competition between our
commitment to **Diversity** and
our commitment to **Excellence**

CONTENT

<u>Glossary</u>	<u>4</u>
<u>Foreword</u>	<u>6</u>
<u>Introduction</u>	<u>9</u>
<u>Staff and Students Data</u>	<u>13</u>
<u>Our Staff profile</u>	<u>15</u>
<u>Our Students profile</u>	<u>22</u>
<u>Our Progress</u>	<u>24</u>
<u>Strategic priorities</u>	<u>33</u>
<u>Useful links and resources</u>	<u>36</u>



Glossary

Glossary

A	ART	Academics, Researchers and Teaching Staff
B	BAME	Black, Asian and Minority Ethnic
C	Covid-19	Coronavirus Disease 2019
	CRS	Completing Research Status
D	Dr	Doctor
E	ECR	Early Career Researchers
	EDI	Equality, Diversity & Inclusion
F	FBS	Faculty of Brain Sciences
H	HR	Human Resources
I	IoN	Institute of Neurology
L	LGBTQ+	Lesbian, Gay, Bisexual, Transgender, Queer, Questioning and others
M	MSc	Master of Sciences
	MRes	Master of Research
P	PG	Postgraduate
	PGT	Postgraduate Taught
	PGR	Postgraduate Research
	PSS	Professional and Support Services
Q	QS IoN	Queen Square Institute of Neurology
	Q&A	Questions and Answers
R	REF	Research Excellence Framework
U	UCL	University College London
	UK	United Kingdom





Forward

Foreword from the EDI Leads



Professor Mike Hanna,
QS IoN Director

The Queen Square Institute of Neurology is committed to harnessing the power of diversity and ensuring that every single colleague is valued and supported equally in order to achieve their maximum potential. I am delighted to see the excellent progress in all aspects of EDI at the Institute of Neurology and I want to sincerely thank the entire team for all their hard work.

Foreword from the EDI Leads



Professor Hélène Plun-Favreau,
QS IoN Deputy Director for EDI



Dimitrios Zachos,
QS IoN EDI Project Manager



Laura Allum,
QS IoN Athena Swan Lead



Dr Gabriele Lignani,
QS IoN Athena Swan Lead

We are really proud of the QS IoN achievements and stepping up efforts for equality over the last year. We would like to thank Dimitris, and the 80+ members of staff and students who volunteer to support the EDI work. We are looking forward to the next challenges to make the QS IoN an even more diverse and inclusive place.

We could never be too many to work towards equality so if you have ideas/suggestions and/or would be interested in joining the Committee, please feel free to contact us.

IoN EDI, ion.equality@ucl.ac.uk

Dimitrios Zachos, d.zachos@ucl.ac.uk

Laura Allum, l.allum@ucl.ac.uk

Gabriele Lignani, g.lignani@ucl.ac.uk

Helene Plun-Favreau, h.plun-favreau@ucl.ac.uk



Introduction

Introduction

The Institute of Neurology in numbers

1950
Year
Established

1997
Year Merged
with UCL

8
Research
Departments

6
Clinical
Divisions

Studies

9
MSc/PG
Programmes

5
MRes
Programmes

Students

294
MSc/Diploma
Students

202
PhD
students

Staff

772
Total
Staff

94
Academic
Staff

458
Research
Staff

9
Teaching
Staff

69
Technicians

132
Professional
Services
Staff

10
NHS Related
Staff

Our annual turnover/Income

 £95 million

Research projects

Current active research projects: 689

 £315 million

Research Excellence Framework (REF) 2021

UCL is the top-ranked university in the UK for research power in Psychology, Psychiatry and Neuroscience according to the UK's REF 2021. The Institute of Neurology was a major contributor to this excellent achievement.

Introduction

UCL Queen Square Institute of Neurology aims to be recognised by all members of its community as an **inclusive** and **supportive** workplace that nurtures staff and students to reach their full potential.

- Our **mission** is to promote fairness, equality, diversity, and inclusion locally within the Institute of Neurology and across UCL more broadly.
- Our **vision** is a workplace that values all colleagues in word and action.

At the QS IoN we believe that Academia can only reach its full potential when it is inclusive of all talents and voices.

- We are bound by our **values** of equality, diversity, inclusivity, fairness and transparency. We are committed to build a fairer and more inclusive organisation.

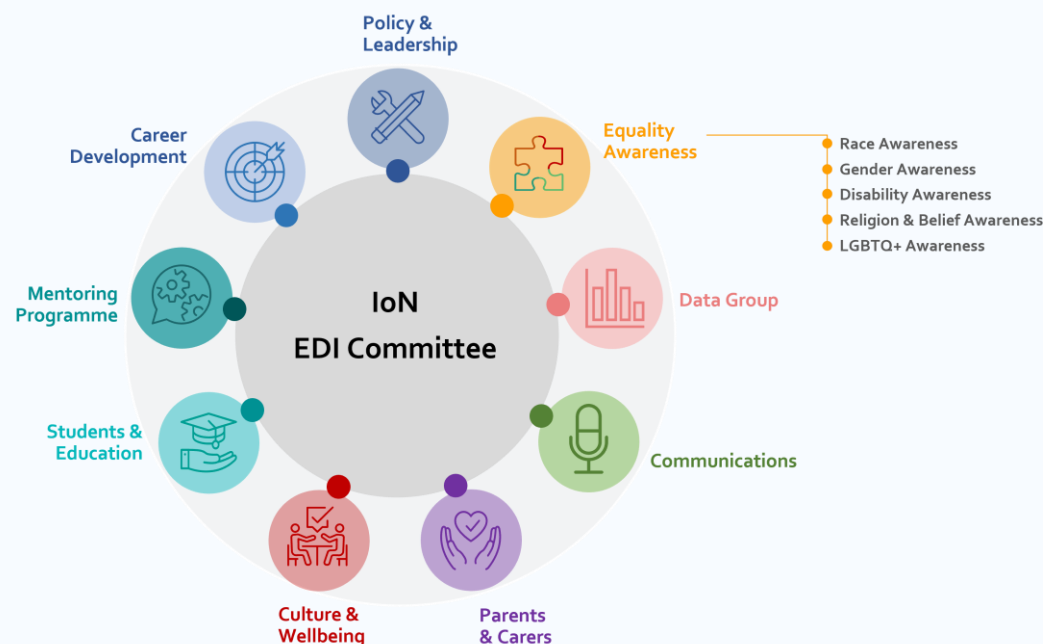
Our Equality, Diversity and Inclusion Committee

The QS IoN EDI Committee evolved from the previously existing QS IoN Athena Swan Committee in 2021. The EDI Committee serves as a self-assessment team, where equality data is carefully reviewed to promote data-driven policy change. It includes representatives from across the institute's academic, research, technician and professional services areas, as well as representatives from postgraduate taught and research students.

Working collaboratively across all its 80+ members, the QS IoN EDI Committee's mission is to promote our 2019 Athena Swan Silver Award 5-year Action Plan, as well as embed equality, diversity and inclusion throughout the Institute.

Our EDI Committee comprises of two organisational layers:

1. **Executive layer:** Responsible for providing strategic leadership of our EDI work and evaluating the impact of implementing the Athena Swan 5-year Action Plan.
2. **Operational Layer:** We have created 9 different work groups - that we refer to as Action Groups - each focused on a specific area of our EDI work: Career Development, Mentoring, Students & Education, Parents & Carers, Policy & Leadership, Culture & Wellbeing, Communication, Equality Awareness and Data.



→ More available at www.ucl.ac.uk/ion/edi

Our EDI Community

We actively promote flow of communication between the central QS IoN EDI Committee and our Research Departments. We have EDI Representatives from each department sitting in our meetings and being actively involved in at least one of our Action groups. EDI is a standing item in QS IoN Executive and Head of Research Department Committees and in departmental meetings.

Our EDI Leadership

Deputy Director for EDI: Professor Helene Plun-Favreau

EDI Project Manager: Dimitrios Zachos

Athena Swan Lead: Dr Gabriele Lignani

Athena Swan Lead: Laura Allum

Your EDI Representatives

Student EDI Representative: Ms Kangxin Chen Huang (PGT student)

Student EDI Representative: Dr Mena Farag (PhD student)

Early Career Researchers EDI Representative: Dr Tricia Seow

Technician EDI Representative: Ms Argyro Alatza

Professional Services EDI Representative: Ms Tracy Skinner

Dep. Brain Repair and Rehabilitation: Dr Harpreet Hyare

Dep. Clinical and Experimental Epilepsy: Ms Charlotte Burt

Dep. Clinical and Movement Neuroscience: Professor Rohan de Silva

Dep. Imaging Neuroscience: tbc

Dep. Neurodegenerative Disease: Dr Lauren Byrne

Dep. Neuroinflammation: Professor Ahmed Toosy

Dep. Neuromuscular Disease: Dr Gita Ramdharry



15%

of staff volunteer to
work in EDI at the IoN

Our EDI Committee members

Thank you to everyone who volunteers their time, insight and expertise to the EDI work at the QS IoN.

PhD Students: Becca Simkin (Neuromuscular Diseases), Benito Maffei (Clinical & Experimental Epilepsy), Jess Jiang (Neurodegenerative Diseases), Katie Kelly, Martha Roberts (Neuromuscular Diseases), Phillip Muza

MSc and MRes Students: EJane Li (Yi Jie Li), Kangxin Chen Huang

Department of Clinical & Experimental Epilepsy: Amanda Almacellas Barbanoj, Charlotte Burt, Dimitrios Kotzadimitriou, Gabriele Lignani, James Jepson, James Street, Jenna Carpenter, Nathanael O'Neill, Olga Kopach, Olga Tiurikova

Department of Clinical and Movement Neurosciences: Amit Batla, Christina Toomey, Rina Bandopadhyay, Rohan de Silva, Saadia Rahman

Department of Brain Repair and Rehabilitation: Harpreet Hyare, Valeria Iodice, Ashwani Jha

Department of Neurodegenerative Diseases: Aida Suarez Gonzalez, Aikaterini Papadopoulou, Aitana Sogorb Esteve, Argyro Alatza, Ariana Gatt, Ben O'Callaghan, Chris Hardy, Sao Bettencourt, Ed Wild, Edward Smith, Helene Plun-Favreau, Jackie Casey, Jo Barnes, Lauren Byrne, Rebecca Street, Sarah Aldous, Yaz Buhidma

Department of Neuromuscular Diseases: Bilal Malik, Debbie Hadley, Gita Ramdharry, Jacky Bauer, Jobert Vargas, Kully Sunner, Mike Hanna, Pedro Machado, Sunaina Surana

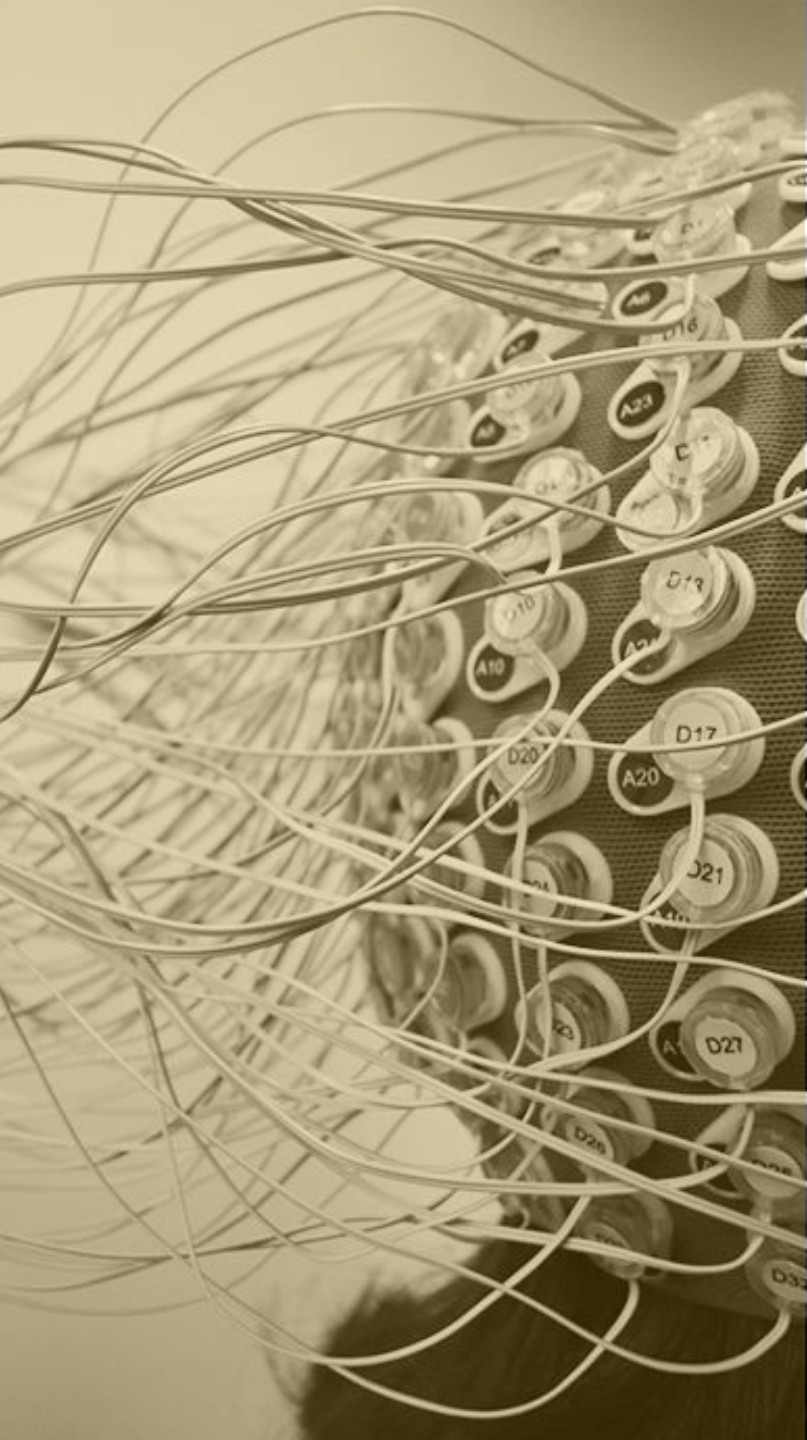
Department of Imaging Neuroscience: Cassandra Hugill, Maddy Scott, Michael Moutoussis, Sophie Roberts, Tricia Seow

Department of Neuroinflammation: Ahmed Toosy, Arman Eshaghi, Floriana De Angelis, Jed Wingrove, Michael Foster

UK Dementia Research Institute: Adrian Isaacs, Dervis Salih, Melissa Salazar, Mireia Mato Prado

IoN Central Administration (Teaching): Adam Liston, Saiful Islam, Sumanjit Gill

IoN Central Administration: Anna Foakes, Dimitris Zachos, Helene Crutzen, Laura Allum, Lindsay Hemsley, Sandra Porteous, Sarah Lawson, Tracy Skinner



Staff and Student Data

About our data analysis

This report is intended for Queen Square Institute of Neurology's Institute Director, Senior Management Team and the Athena Swan/EDI committee for Equality strategic work. The content of this report is strictly confidential. Dissemination, distribution or copy of part or the entirety of this report without the prior consent from the IoN Institute's Director, the IoN EDI Deputy Director or the IoN Athena SWAN Leads is strictly prohibited.

Staff data on sex, ethnicity, nationality, age, disability, occupational group, contract type, part-time working patterns, pay grade are a snapshot from May 2023 (source: UCL HR). Information on staff turnover and promotions were obtained through the UCL EDI Data Analyst (UCL Central EDI Team) and are a snapshot from October 2022. Information on the distribution of staff by sexual orientation and by religion and belief was obtained from the responses of the 2021 Faculty of Brain Sciences staff survey (participation rate: 56%). Graphs used for sexual orientation and religion and belief do not contain percentages and are meant to give an indication.

Student data on gender, ethnicity, nationality, mode of study for 2022/23, as well as graduate outcomes survey data for 2020/21 graduates, were obtained through the [UCL Tableau Server](#). Disability and awarding gap 2021/22 data were obtained through the UCL EDI Data Analyst (UCL Central EDI Team). Sexual orientation, religion and belief data were obtained through the 2021/22 IoN student survey (22% of Postgraduate Taught and 25% of Postgraduate Research participated in the survey). Graphs used for sexual orientation and religion and belief do not contain percentages and are meant to give an indication.

*Data sets with fewer than 5 respondents for any of the conditions analysed were not included in this report to prevent risk of identification of respondents.

*There have been instances where we have aggregated data for ethnic minority groups to prevent risk of identification of respondents. We acknowledge that aggregated ethnic groups may mask differences in outcomes between their constituent detailed groups.

*All data have been rounded, so in some cases they might not add up to 100%

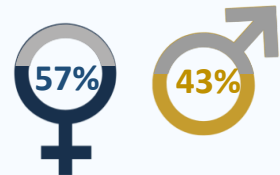
*Please note that staff disability data may not be accurate as the workforce reporting team have found issues with this set of data over the past few years.



Our staff profile

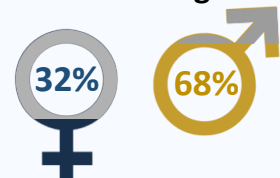
Sex

All Staff



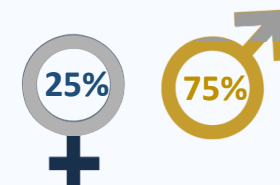
↑ 2% Female since 2021

Senior Managerial Staff*



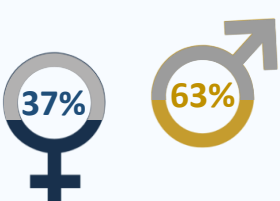
↑ 4% Female since 2021

Professorial Staff**



↓ 3% Female since 2021

Executive Committee



↑ 10% women since 2017

* All staff (Academics, Researchers, Technicians, PSS) in UCL Grades 9 and 10 contracts

** Clinical and non-Clinical fully qualified Professors

Ethnicity

All Staff

18% Ethnic Minority
61% White
21% Unknown/Withheld
↑ 2% Ethnic Minority since 2021
↓ 2% White since 2021

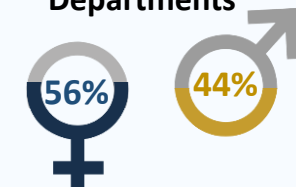
Senior Managerial Staff*

12% Ethnic Minority
78% White
10% Unknown/Withheld
↑ 1% Ethnic Minority since 2021
↓ 1% White since 2021

Professorial Staff**

11% Ethnic Minority
75% White
12% Unknown/Withheld
↑ 1% Ethnic Minority since 2021
↓ 3% White since 2021

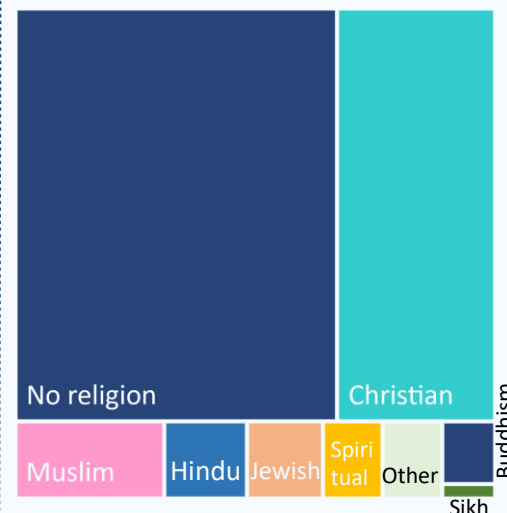
Heads of Research Departments



↑ 34% women since 2015

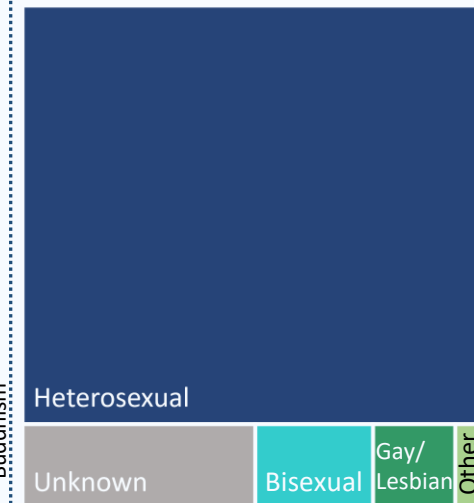
Religion and Belief

Data based on 2021 (latest available)

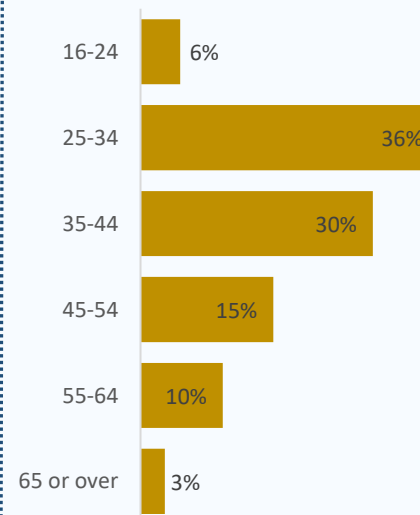


Sexual Orientation

Data based on 2021 (latest available)



Age



Disability

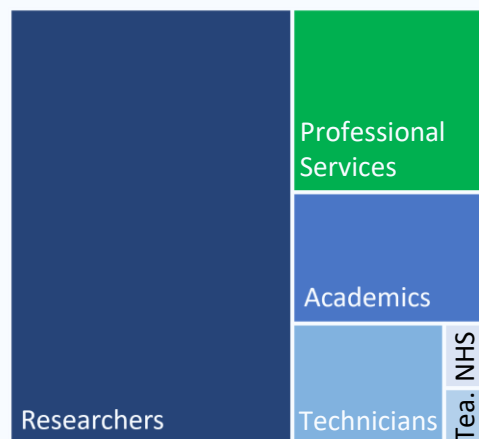


25% Disabled
64% non-Disabled
11% Unknown

↑ 14% Disabled since 2021

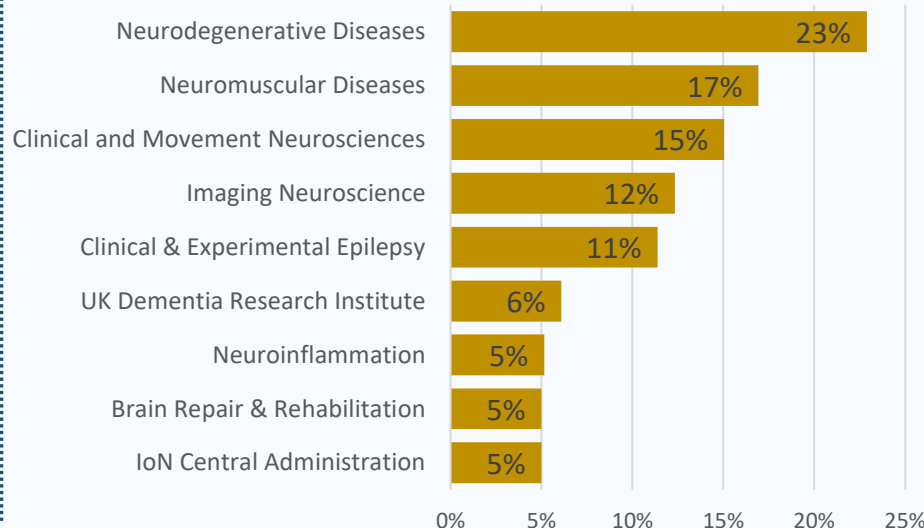
Our staff profile

Occupational Group



Researchers 59%, Academics 12%, Teachers (Tea.) 1%, Technicians 9%, Professional Services 17%, NHS 1%

Research Department



Nationality



53 Nationalities

38 languages

UK (57%)

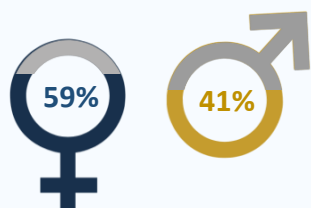
Non-UK (43%)

↑ 3% non-UK since 2021

Part-time working patterns

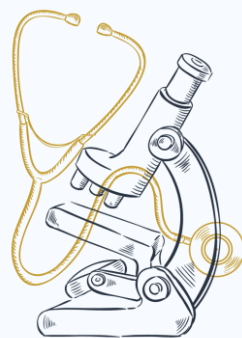
13% of IoN staff work part-time

29% of UCL staff work part-time



↑ 3% part-time Female since 2021

Contract type for Academic, Research and Teaching staff



24% Clinical
76% non-Clinical

Clinical

32% Female and 68% Male

No change since 2021

17% Ethnic Min. and 51% White
(32% Unknown/Withheld)

↑ 3% Ethnic Minority since 2021

↓ 10% White since 2021

39% Academics

58% Researchers

3% Teachers

Non-clinical

57% Female and 43% Male

↑ 3% Female since 2021

16% Ethnic Min. and 64% White
(21% Unknown/Withheld)

↑ 3% Ethnic Minority since 2021

No change in White since 2021

10% Academics

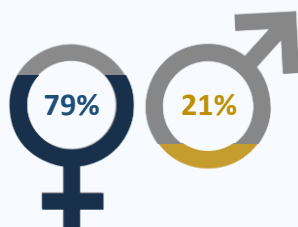
89% Researchers

1% Teachers

Staff turnover and promotions

Professional
Services Staff
Regrading
2015-22

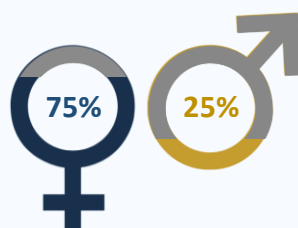
24



% of women in
PSS roles: **74%**

Junior
Promotions
(up to grade 8)
2021-22

8

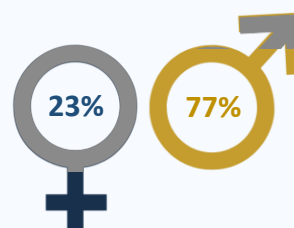


↑ 25% Female since 2021

% of ART women in
Grades 6 and 7: **63%**

Senior
Promotions
(to grades 9 and 10)
2021-22

13

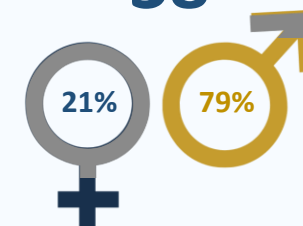


↑ 5% Female since 2021

% of ART women in
Grades 8 and 9: **37%**

Professorial
Promotions
2016 – 2022

38



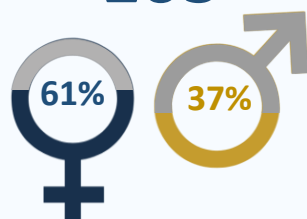
11% Ethnic Minority
53% White
37% Unknown

↑ 14% Female in 2022 since 2021
↑ 9% Ethnic Minority in 2022 since 2021



New staff starters
2021-22

105



2% Unknown

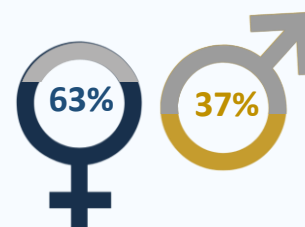
↓ 5% Female since 2021

26% Ethnic Minority
70% White
5% Unknown

↑ 4% Ethnic Minority since 2021
↓ 7% White since 2021

Leavers
2021-22

148



↑ 4% Female since 2021

16% Ethnic Minority
53% White
31% Unknown

↓ 1% Ethnic Minority since 2021
↓ 10% White since 2021

Professorial Pay Gap

By gender:

Female and Male Professors

Mean Pay Gap: 0.37%
Median Pay Gap: -1.23%

For every £1 earned by
a male professors at QS IoN,
their female counterparts were paid

£1.01

Their median hourly pay is
1.23% higher than
their male colleagues.

By ethnicity:

Ethnic Minority and White Professors

Mean Pay Gap: 7.35%
Median Pay Gap: -3.79%

For every £1 earned by
A White professor at QS IoN, their
Ethnic Minority counterparts were paid

£1.04

Their median hourly pay is **3.79% higher**
than
their white colleagues.

By Contract type:

Non-Clinical and Clinical Professors

Mean Pay Gap: 14.14%
Median Pay Gap: 20.65%

For every £1 earned by
a Clinical professors at QS IoN, their
Non-Clinical counterparts were paid

79p

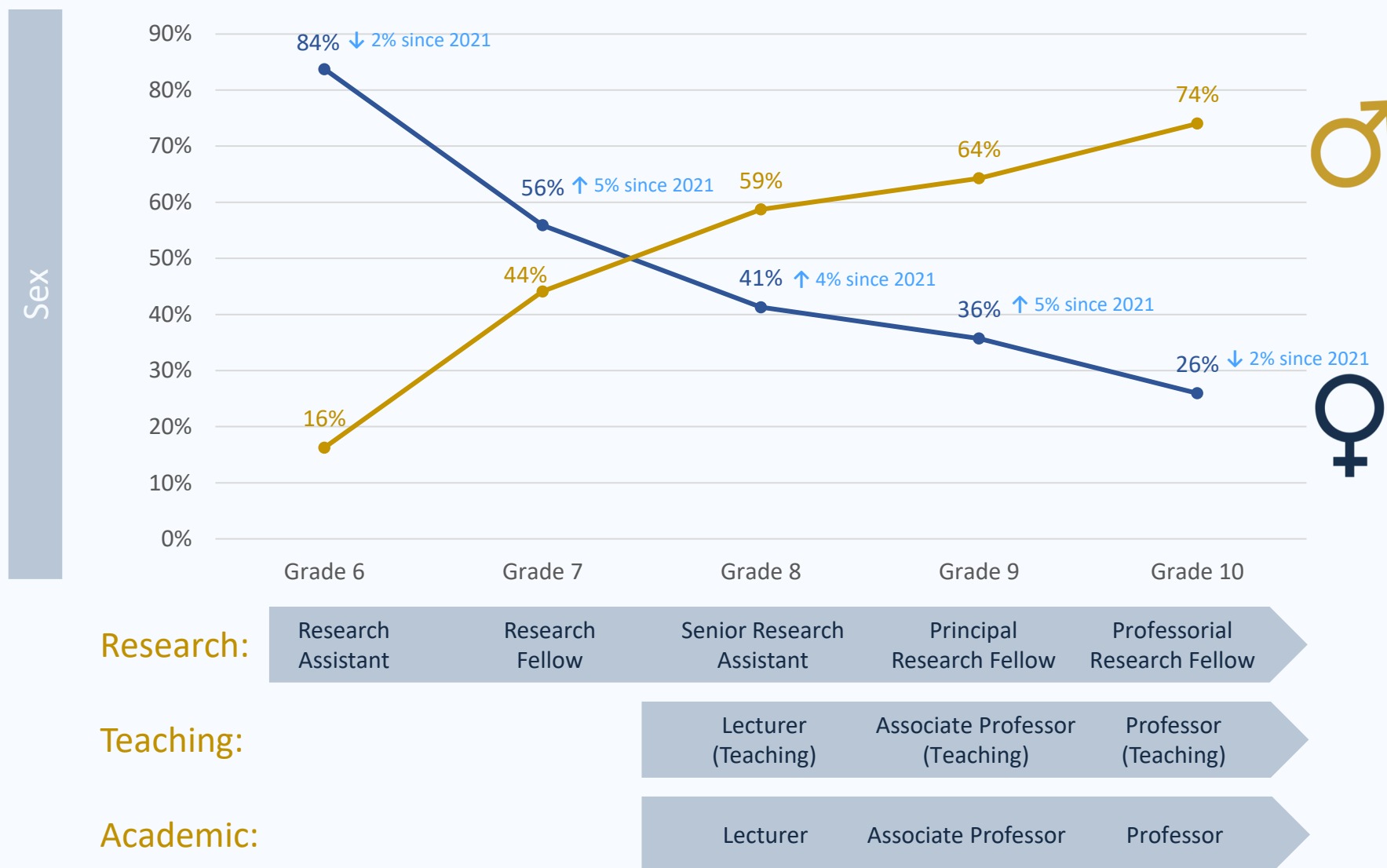
Their median hourly pay is
21% lower than
their clinical colleagues.



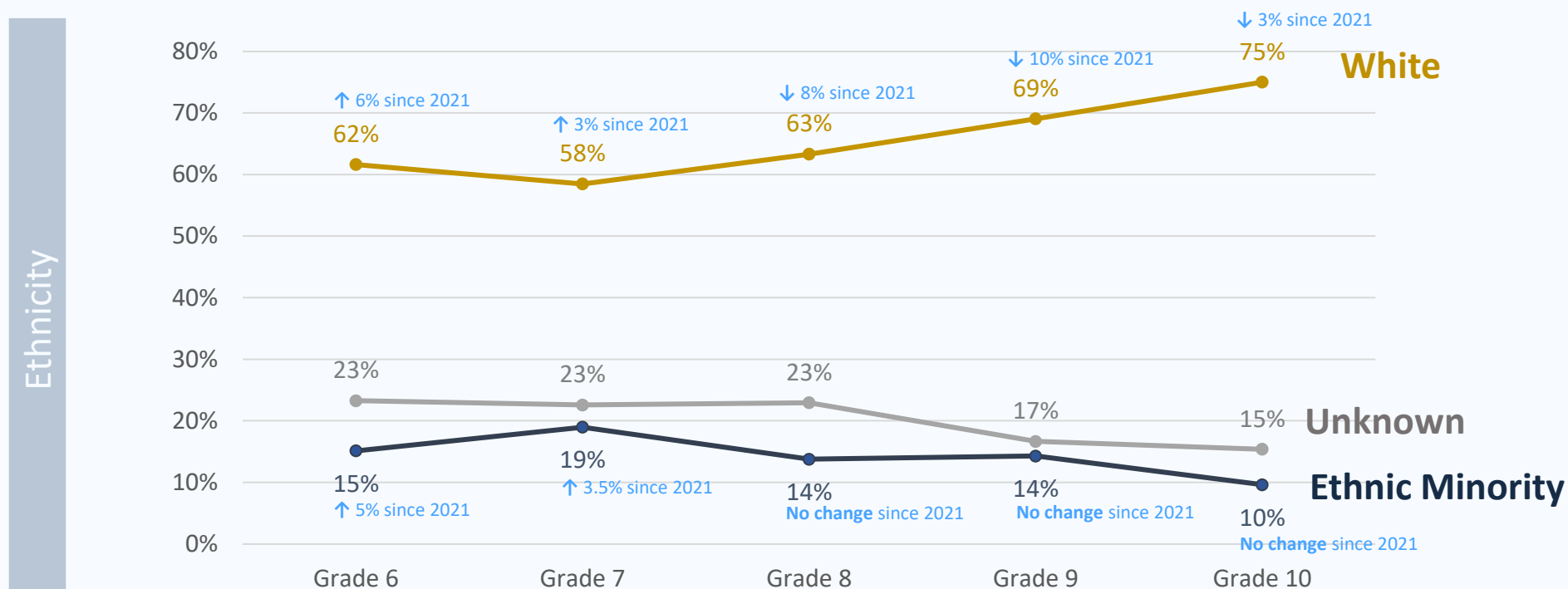
The median Pay Gap is **0%** between
female and male clinical professors.

The median Pay Gap is **-9%** between female
and male non-clinical professors. For every
£1 earned by a non-clinical male professor,
their female counterparts were paid £1.09.

Gender and Ethnicity by Salary Grade for Researchers, Teachers and Academics



Gender and Ethnicity by Salary Grade for Researchers, Teachers and Academics



Research:

Research
Assistant

Research
Fellow

Senior Research
Assistant

Principal
Research Fellow

Professorial
Research Fellow

Teaching:

Lecturer
(Teaching)

Associate Professor
(Teaching)

Professor
(Teaching)

Academic:

Lecturer

Associate Professor

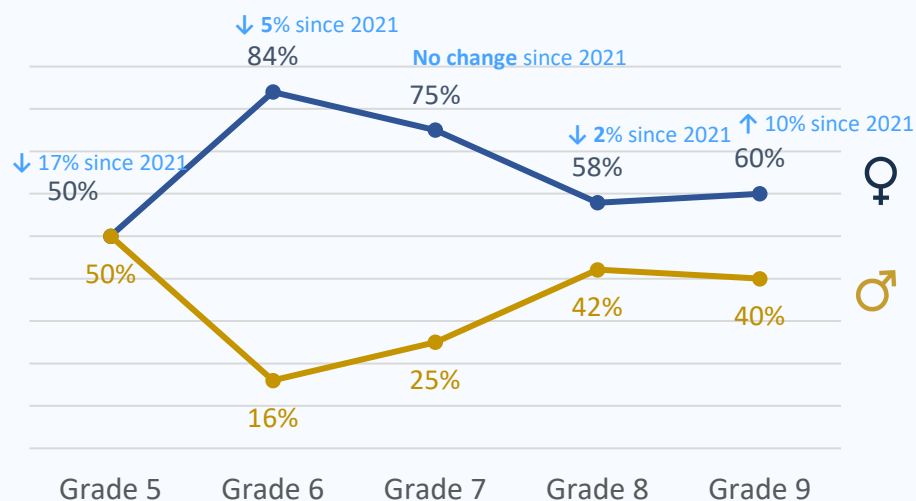
Professor

Gender and Ethnicity by Salary Grade for Professional Services Staff and Technicians

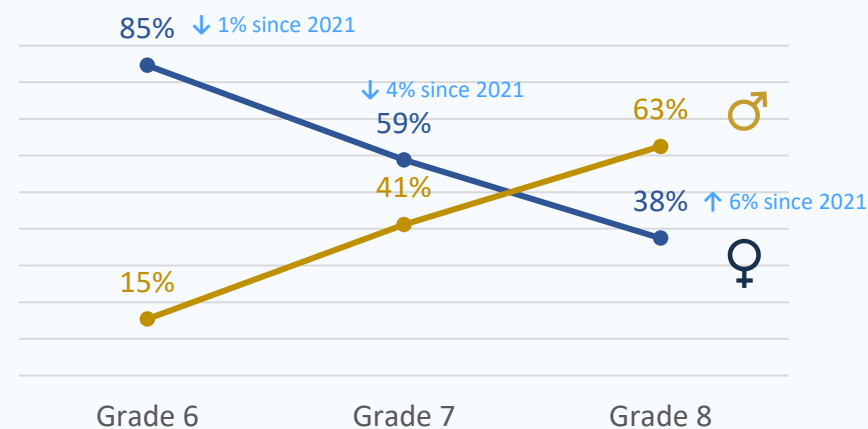
Professional Services

Technicians*

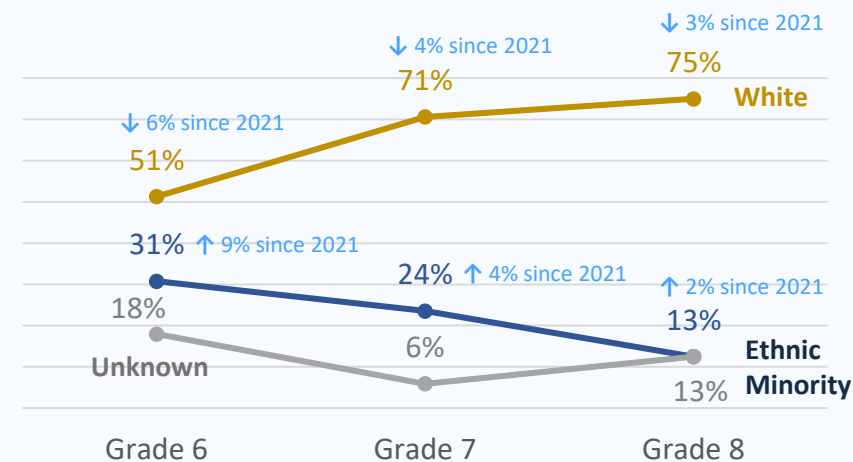
Sex



* Data for Grades 9 have been excluded as number of staff is <5



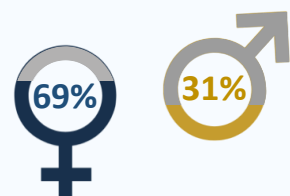
Ethnicity



Our student profile

PGT Students

Gender



↑ 6% female since 2021

Disability

Data based on 2021/22
(latest available)

11% Disabled

89% No known disability

↑ 3% disabled since 2020

Part-time study patterns

6% study part-time

↓ 2% since 2021

24% modular/flexible study

↓ 5% since 2021

70% study full-time

↑ 7% since 2021

Nationality

46% Overseas

54% UK

↓ 5% Overseas since 2021

Ethnicity

34% BAME UK

↑ 13% since 2021

44% BAME non-UK

↑ 6% since 2021

18% White UK

↓ 6% since 2021

1% White non-UK

↓ 9% since 2021

3% Unknown

↓ 3% since 2021

Sexual Orientation

Data based on student survey (19% participation rate)



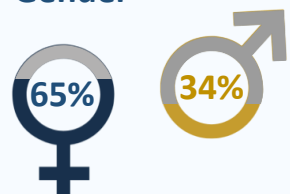
Religion and Belief

Data based on student survey (19% participation rate)



PGR Students

Gender



+1% Other and Unknown

↑ 3% female since 2021

Disability

Data based on 2021/22
(latest available)

7% Disabled

93% No known disability

↓ 1% disabled since 2020

Part-time study patterns

53% study part-time

↑ 3% since 2021

48% study full-time

↓ 3% since 2021

Nationality

39% Overseas

61% UK

↓ 1% Overseas since 2021

Ethnicity

26% BAME UK

↑ 5% since 2021

32% BAME non-UK

↑ 4% since 2021

31% White UK

↑ 2% since 2021

4% White non-UK

↓ 2% since 2021

6% Unknown

↓ 11% since 2021

Sexual Orientation

Data based on student survey (22% participation rate)



Religion and Belief

Data based on student survey (22% participation rate)

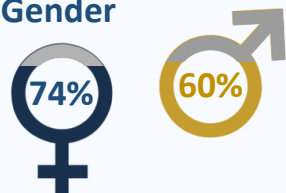


Student performance and Graduate Outcomes (2021 graduates)

PGT

Awarding gap

Gender



↑ 4% female got Distinction since 2020
↓ 8% male got Distinction since 2020

Ethnicity

60% of BAME

82% of White

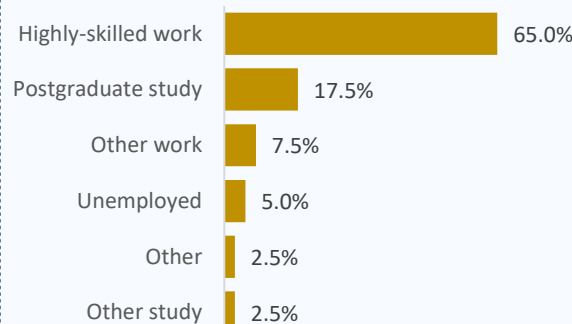
No change in White Distinctions since 2020
↑ 3% BAME got Distinction since 2020

Graduate outcomes

55% Survey response rate

*Data may be skewed due to low response rate

Graduate destinations

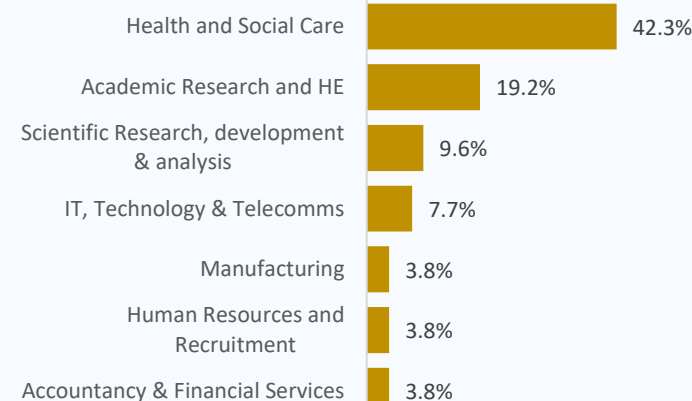


Average salary: £35,344

*Salaries vary per course graduates

↑ £4,641 since 2020

Popular employment sectors

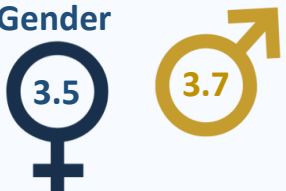


PGR

Completion time

PhD start year: 2017

Gender



↓ 0.4 years female completion time from 2016 intake
↓ 0.1 years male completion time

Ethnicity

3.5 years BAME

3.7 years White

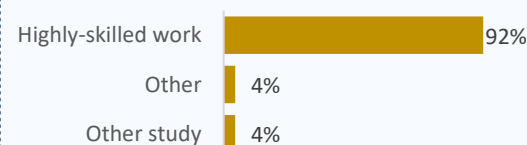
↓ 0.2 years BAME completion time from 2016 intake
↓ 0.3 years White completion time from 2016 intake

Graduate outcomes

52% Survey response rate

*Data may be skewed due to low response rate

Graduate destinations

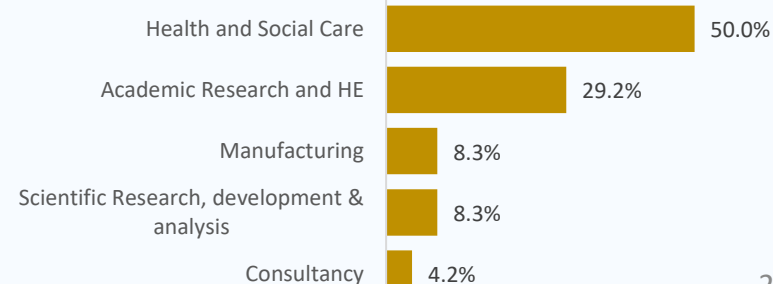


Average salary: £62,593

*Salaries vary per course graduates

↑ £12,841 since 2020

Popular employment sectors





Our
Progress

Our Progress: 2022 and 2023 in review

Progress highlights



The following highlights focus on changes that led to improving diversity and equality at the Institute of Neurology.

Staff Highlights

- 4% increase in Female Senior Managerial Staff
- 2% increase in Ethnic minority staff
- 3% increase in non-UK staff
- 3% increase in Ethnic Minority non-Clinical staff
- 5% increase in Female Senior Promotions
- 4% increase in Female ART staff in grade 8 and 5% increase in grade 9
- 5% increase in Ethnic Minority ART staff in grade 6 and 3.5% in grade 7
- 9% increase in Ethnic minority Technicians in grade 6, 4% in grade 7 and 2% in grade 8
- 6% increase in Female Technicians in grade 8
- 1% increase in Male Technicians in grade 6 and 4% in grade 7
- 17% increase in Male PSS in grade 5, 5% in grade 6 and 2% in grade 8
- 17% increase in Ethnic Minority PSS in grade 5 and 2% in grades 6 and 7

Student Highlights

- 13% increase in BAME-UK PGT students
- 6% increase in BAME non-UK PGT students
- 5% increase in BAME-UK PGR students
- 4% increase in BAME non-UK PGR students
- 3% increase in BAME Distinctions for PGT students
- £4,641 increase in salary for PGT graduates
- 0.4 years decrease in female PGR degree completion time
- 0.1 years decrease in male PGR degree completion time
- 0.2 years decrease in BAME PGR degree completion time
- 0.3 years decrease in White PGR degree completion time
- £12,841 increase in salary for PGR graduates

Our Progress: 2022 and 2023 in review

Staff experiences and wellbeing

► **New starter recruitment and induction survey:** Employee satisfaction is crucial for a thriving organization as it directly impacts on staff wellbeing, creativity, productivity and overall job performance. Recruitment and induction processes serve as the initial point of contact for new staff members at the Institute of Neurology, playing a pivotal role in shaping their initial perception and image of the institute. We thus wish to assess the efficacy of those processes. We have prepared a 'New starter recruitment and induction survey' which is now shared by IoN Human Resources with all new recruits as an integral part of their onboarding process. The survey will help us identify what we do well and what needs improvement in order for new starters to feel valued, supported, and content in their work environment, which could lead to higher levels of success and retention within the Institute.

► **Staff Survey 2022/23:** We have a bi-annual staff survey which is run centrally by the Faculty of Brain Sciences and aims to evaluate the experiences and wellbeing of staff and identify areas of support. We wish for our surveys to be inclusive and correspond to the actual needs and concerns of our staff, so we invited staff members to review the survey's existing questions and add suggestions for additional questions. The additional questions got sent to the Faculty and the survey got launched in June.

► **Workload Surveys:** High workload at work can have a significant impact on employees, leading to increased stress levels, burnout, and decreased productivity. The 2022 UCL Survey made evident that workload induced stress is affecting staff wellbeing. To address this, we have created a Workload Model group, which is part of our Culture and Wellbeing EDI Action Group, and works on producing workload surveys for all our staff categories. Once the surveys are conducted, we will produce workload models that increase transparency, assess the workload of staff, suggest task distribution, and promote a healthy work-life balance.

► **Gray's Inn building:** We raised the need for maternity, multi-faith and quiet rooms early in the new development room allocation and design process. We have been informed that architects have been instructed to draw up room plans that comply with the requirements we provided, legal requirements and notes from the UCL Estates Inclusivity Lead. Those plans are currently under review to ensure that they meet expectations and needs. We have also been informed that the new building will have gender neutral toilets.

Increase Mental Health Support

In recent years, mental health has become a concerning issue within the Higher Education sector. This has been significantly aggravated by the Covid-19 crisis and the pandemic of stress and isolation that derived from it. Mental health is a subject often neglected in Academia, with extraordinarily detrimental outcomes for scientists and scientific output. Our 2021 Staff and Student Surveys highlighted the growing need to offer mental health support locally at the Institute of Neurology. As a response we:

► **Set up a Mental Health group** which is part of our Culture and Wellbeing EDI Action Group. The Leader of the Mental Health group has experience as Consultant Psychiatrist and the group's aim is to undertake activities that will help normalise mental health conversations in Higher Education.

► **Organised two Mental Health First Aiders Training sessions** (September 2022 and July 2023). The Mental Health First Aiders are trained to spot the early signs of mental ill-health in others. They are taught to confidently signpost someone to appropriate support, both internal and external, and they are equipped to deal with emergencies too. We currently have [a network of 33 Mental Health First Aiders](#) which we wish to increase to 49 by the end of the academic year.

► **Celebrated the [Mental Health Awareness Week](#)** (w/c 15 May 2023) with a series of 10 events which included talks, Q&As, workshops, performances and wellbeing activities and attracted a total of 256 attendances. Events involved third wave therapy for anxiety, mindfulness, mental health inequalities between LGBTQ+ and heterosexual people across the life-course, nurturing healthy friendships, what worries men in the workplace ways we can address it, managing work-related stress, dog therapy and a wild Bloomsbury walk and picnic.

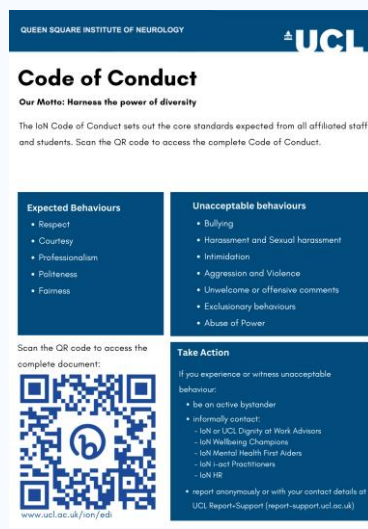
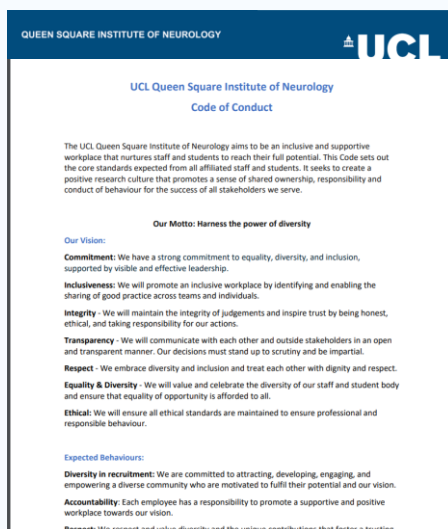
According to participant feedback:

- 100% rated the programme, the schedule and sessions positively
- 100% responded positively when asked whether they would recommend the week's events to a colleague
- 91% said that attending improved their knowledge of mental health issues
- 70% said that they plan to make changes as a result of the session(s) they attended



Tackling bullying and harassment

► **Code of Conduct:** The UCL Queen Square Institute of Neurology aims to be an inclusive and supportive workplace that nurtures staff and students to reach their full potential. Our Code of Conduct sets out the core standards expected from all affiliated staff and students. It seeks to create a positive research culture that promotes a sense of shared ownership, responsibility and conduct of behaviour for the success of all stakeholders we serve. We have created a one-page version of our Code of Conduct that highlights expected and unacceptable behaviours and actions someone who experiences or witnesses unacceptable behaviour might take. We intend to post the one-page version of the Code of Conduct in public spaces of the Institute of Neurology for the start of the 2023/24 academic year.



Further developing a strong leadership and governance of EDI

► We generated **Terms of Reference** for our Equality, Diversity and Inclusion Action Groups. The terms of reference aim to provide clarity over the Institute of Neurology Equality, Diversity and Inclusion governance structure and the Action Group purpose, aims, different membership types, benefits of being a member or a lead, responsibilities of and expectations from members and leads, member time commitment, support available, recruitment processes.

► We set up an Equality, Diversity and Inclusion (EDI) Data Group. The Institute of Neurology EDI Data Action Group works on data that will help monitor the progress and impact of the actions taken forward by the Institute EDI Action Groups and assist them in following evidence-based approaches. The Data Group is responsible for the following actions relating to staff and student data: a) collection, b) data management, c) analysis, d) interpretation, e) reporting.

Supporting personal and professional development of all members of staff

► **[Building your career at the Institute of Neurology](#)**: At the Institute of Neurology we are committed to supporting the Career Development of all members of staff. We want to ensure policies, procedures and processes are accessible, clear, transparent and fair. For that purpose, we have created the 'Building your career at IoN' website. The website provides information on relevant UCL policies and procedures, to help staff members and students identify and achieve the next steps on their path to a rewarding career at the Institute of Neurology.

► **Technician and Research Assistant Leadership Development**

Programme: We recognise the lack of opportunities for continuous personal and professional development at offer when you are a Research Assistant or a Technician. To address this we have partnered up with Make Time Count, to develop a bespoke Leadership Development Programme to support our Research Assistants and Technicians positioning themselves for success in their future careers. The Programme started as an Institute of Neurology initiative and the pilot was delivered in 2021/22. In 2022/23, we partnered with the Faculty of Brain Sciences and opened up the Programme to all Institutes and Divisions of the Faculty.

► **[Early Career Researchers \(ECR\) Careers Day](#)**: We recognise the vulnerable position that Early Career Researchers often find themselves in. In response, UCL Queen Square Institute of Neurology with support from the Faculty of Brain Sciences, organised an ECRs Careers Day on 16 February 2023, which was designed to cover the different career options available to researchers at their early stage. The whole day event brought together a diverse set of speakers who have transitioned from time as an ECR to successful careers both in and out of academia – from successful academic PI's, industry scientists and start-up biotech CEO's to funding managers, patent attorneys, performance coaches and career consultants. More than 200 people from all Faculty of Brain Science Divisions and Institutes joined the career day to familiarise themselves with possible career path options, network and ask questions to the speakers. According to the post-event feedback (~25% of participants):

- 100% rated the programme positively
- 92% would participate in the ECR Careers Day again
- 95% would recommend the day to a colleague
- 90% took the opportunity to network with panellists/speakers
- 82% took the opportunity to network with other UCL ECRs
- 92% stated that they gained knowledge that will aid their career
- 63% said that the day facilitated connections that will aid their career

► **Academic Promotions Workshops:** To support our colleagues going for academic promotions we ran two promotion workshops: 1) Senior Promotions Workshop (Term 1) and 2) Junior Promotions Workshops (Term 2). You may find available recordings and more resources relating to promotions in our [Promotion processes by Grades and Career Pathways website](#).

► **Mentoring:** Mentoring is a crucial part of supporting career progression and we are dedicated to trying to find an appropriate mentor for any person who requests one at the Institute of Neurology. There are currently three mentoring programmes: 1) IoN non-Clinical Research and Academic staff (including PhD students), 2) IoN Clinical Research Fellows/Associates (including PhD students), 3) Faculty-wide Professional and Technical Services staff.

Continued support for students from underrepresented backgrounds

► **Risien Russell scholarships:** We run a positive action scholarship to attract and support home students from BAME backgrounds to tackle the lack of diversity within Neurology and Neuroscience. This scholarship has been named after Dr James Samuel Risien Russell (1863 - 1939), who was appointed resident medical officer at the National Hospital (1888) and was one of Britain's first black British consultants. In 2021/22 two students have been awarded with £2,500 partial fees only scholarships. In 2022/23 we increased the amount of scholarships to three and the amount to £4,000.

► **In2research:** In2research provides paid placements in STEM research at top universities for people from disadvantaged backgrounds to gain insight into postgraduate research. Participants also receive mentorship from leading researchers in the science, technology, engineering and maths sector workshops, and away days. In2research was designed to tackle three fundamental barriers to progression: knowledge of the postgraduate application system, research experience and the academic culture of the institution they are going into. IoN contributes to the programme with funding and summer placements. In summer 2022 IoN hosted 10 placements for undergraduate and graduate students from underrepresented and disadvantaged backgrounds.

► **[IoN Under-Represented Students Mentorship Scheme:](#)** The Under-Represented Student Mentorship Scheme (URSM) initiative organises senior-to-junior student mentorship for Masters students from underrepresented groups, who are considering applying for PhD studies in Neuroscience at UCL. This programme has been promoted by the IoN Wellcome Centre for Human Imaging but aims to include the broader community of UCL neuroscience.



Student experiences and support

► **Student Survey 2021/22:** We run annual student surveys to evaluate the experiences and wellbeing of our postgraduate taught and research students. We created easily digestible infographics and accessible documents with the survey's important findings and action taken in response, and disseminated them to both staff and students.

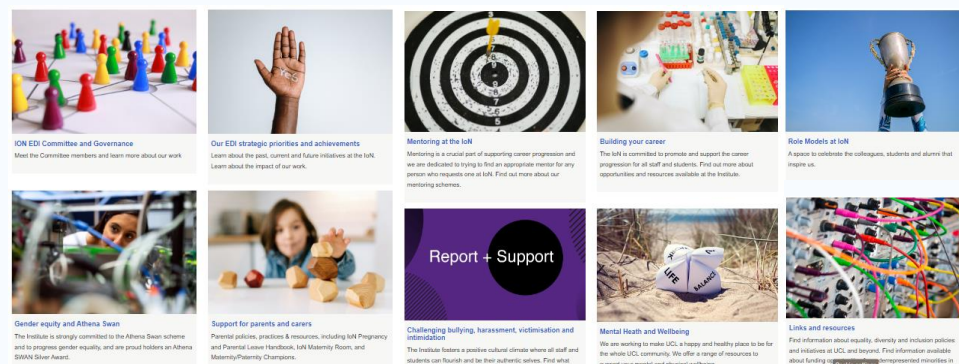
► **Josephine Baker Awards:** We offered these awards in the form of hardship funds to 27 PhD students (30% male and 70% female, 59% overseas and 41% home students). Each student received £400. Eligible were all students who did not have a stipend in excess of £20,000, were not employed by the Institute and had not entered CRS/submitted their thesis.

► **International Excellence Scholarships:** We offer four partial fees-only scholarships worth £6,000 each for overseas fee-paying students. We would like to welcome students from across the globe who have contributed so much to the success of our Institute and programmes of study. In 2022/23 we have students from 54 countries studying for a masters.

► **Stroke Academic Excellence Scholarship:** We offer two partial fees only scholarships worth £4,000 each for applicants to the UCL Clinical Neuroscience: Stroke Medicine MSc or Stroke Medicine MRes. These scholarships aim to support applicants who have a strong interest in contributing to stroke research. One scholarship is for UK fee payers only, and the other is open to UK and overseas fee payers.

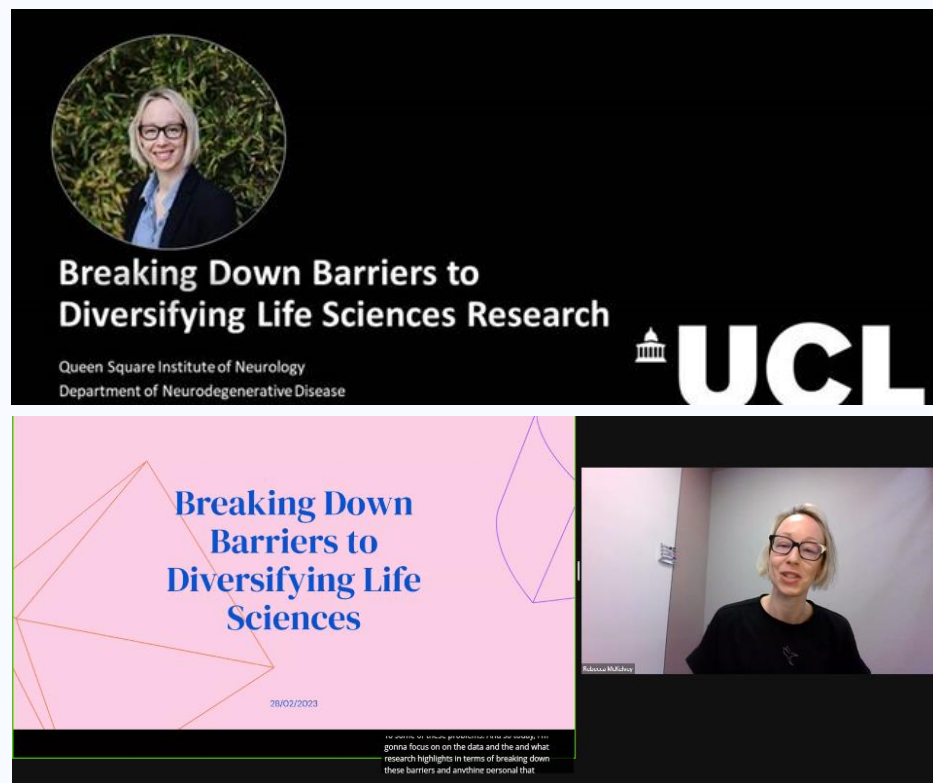
Advance EDI literacy

► **IoN EDI website:** We have developed an Equality, Diversity and Inclusion website to ensure our staff and students are well-informed about various opportunities, news, and relevant information. This platform serves as a valuable resource, promoting transparency and fostering an inclusive environment within our organisation.



► **Equality, Diversity and Inclusion Away Day (focus on disability):** We organised an afternoon of talks, discussions and networking day aiming to raise awareness about challenges people with disabilities might face and support available, and set IoN priorities for supporting students and staff with disabilities. The day featured talks from Dr Elise Crayton (FBS Disability Equity Lead), Indie Beedie (Disability Equality Steering Group co-Chair) and Louise Grimmett (Student Support and Wellbeing Manager, Disability & Specific Learning Differences) that focused on the Faculty of Brain Sciences disability plan, patterns of inequality and issues faced by staff and students at UCL and support available.

► **Breaking Down Barriers to Diversifying Life Sciences Research:** In collaboration with the Department of Neurodegenerative Diseases we organised a talk and Q&A session with IoN alumna Dr Rebecca McKelvey. Dr Rebecca provided us with an insight into the data and barriers behind access to postgraduate research and progression, and present solutions for change.



► **Gender Mainstreaming in Higher Education International Staff Week:**

Our Equality, Diversity and Inclusion Project Manager participated and represented the Institute of Neurology at the Gender Mainstreaming in Higher Education International Staff Week, organised by Koç University in Istanbul Turkey (ranked 1st in Turkey by QS World University Rankings). Our Project Manager presented our gender equality work, achievements and challenges and engaged in discussions and best practice exchange with 17 equality, diversity and inclusion professionals from 14 international universities.





**Strategic
Priorities**

Strategic priorities

We are listening

To help shape our EDI strategy and our future initiatives and events, the QS IoN EDI committee has implemented mechanisms to collect quantitative and qualitative data on staff and student experiences at the institute, namely running staff surveys, student surveys and focus groups.

In 2022/23, the IoN EDI committee has:

- Helped develop the **second Faculty of Brain Sciences Staff Survey**.
- Developed the **third QS IoN PGT and PGR Student Surveys**
- Created the Technician EDI Representative role who sits at the EDI Committee alongside Professional Services, Early Career Researcher, and Student EDI Representatives and ensure that everyone at the IoN has a voice.



We are always keen to collect feedback from our community, to ensure colleagues and students feel supported, by understanding what their needs or concerns might be. The data and feedback gathered via surveys, focus groups and townhall consultation has been instrumental in the elaboration of our EDI strategic plan. Please feel always free to reach out to us at ion.equality@ucl.ac.uk if there is any issues you would like to discuss. **Your voice matters!**

Our goals for 2023/24

► **Increase transparency:** We pledge to publish an annual EDI report towards the end of each academic year, to share key equality metrics with our community. We will work towards increasing pay gap and workload transparency by 2027.

► **Commitment to gender and race equality:** We are working towards building a strong case to apply for an Athena Swan Gold award by 2025. We will keep pushing for increasing the proportion of women and ethnic minorities in Academic posts. We aim to implement bold recruitment strategies and offer tailored promotions support to increase representation of women and ethnic minorities who are shortlisted for senior positions at the Institute of Neurology by 2027.

► **Increase support for staff and students with a disability:** We will create a disability group that will sit within our Equality Awareness Action Group. Starting from the outcomes of our Equality, Diversity and Inclusion Away Day which focused on disability, we will create a plan of actions related to the challenges that staff and students with a disability face.

Strategic priorities

► **Tackle bullying and harassment:** The academic research environment is highly pressurised. In this context problematic behaviours are often excused, suffering is seen as a badge of honour and bullying is endemic in many environments. At the Institute of Neurology we strongly oppose to the ‘thick skin’ rhetoric being used as an excuse to abuse. As such, we invite all the members of our community to help us foster a Culture of Care and create a workplace culture that truly champions diversity and inclusion. We will heavily promote our Code of Conduct at the Institute of Neurology campus. We will also provide clarity over the processes that need to be followed when someone experiences and witnesses bullying and harassment. We will also keep on promoting specialized training, such as ‘Where do you draw the line’, ‘Taking the Lead’ and ‘Active Bystander’ for staff and students.

► **Continued support for students from under-represented backgrounds:** We are committed to tackling the underrepresentation of students from ethnic minority backgrounds and we are looking into funding strategies to support access to PGR studies in our Institute. We hope to be able to implement a positive action PhD scholarship in 2023/24.

► **Increase mental health and wellbeing support:** We will continue our efforts to normalise mental health conversations in higher education. We will keep monitoring our staff and student wellbeing through surveys, we will keep expanding and raising awareness about our network of Mental Health First Aiders, we will keep organising events related to mental health in academia and in the workplace, we will keep working on creating workload models that will assist in fairer and more transparent work allocation. Our efforts will be spearheaded by our Culture and Wellbeing Action Group (consisted of the Mental Health and Workload Model groups), our Wellbeing Champions and volunteers from all of the Institute.

► **Embed career support initiatives for all staff groups:** We will continue to work hard to provide career development support for all members of staff. To this end we will:

- Continuously improve our Promotion workshops.
- Investigate the barriers for senior promotions for female staff with the aim of offering tailored support.
- Renew the Leadership Development Programme for Technicians and Research Assistants.
- Keep on improving our Mentoring offerings to accommodate more mentees.

Useful links and resources

- Visit the equality, diversity and inclusion (EDI) website: www.ucl.ac.uk/ion/edi
- EDI twitter account: Follow us [@UCLIoN_EDI](https://twitter.com/UCLIoN_EDI)
- Reach out to the Institute of Neurology EDI Committee: ion.equality@ucl.ac.uk
- Learn more about Institute of Neurology Mentoring Schemes: www.bit.ly/IoN-mentoring-schemes
- Reach out to the Institute of Neurology Mentoring Leads: ion.mentoring@ucl.ac.uk
- UCL equality, diversity and inclusion training available for staff and students: www.bit.ly/UCLequalityTraining
- If you have been the **victim of** or if you have witnessed bullying and harassment, you can:
 - Reach out to a [Institute of Neurology Mental Health First Aider](#) or a [Dignity Advisor](#). It is completely confidential! These are colleagues who have received training to offer you support as a first point of contact.
 - Reach out to **Institute of Neurology HR team** in **complete confidentiality**. IoN HR Manager: Laura Allum (l.allum@ucl.ac.uk). 2nd floor of 23 Queen Square.
 - Report bullying and harassment via the [UCL Report + Support Portal](#), either anonymously or with contact details. You can report if you have been the victim of or you have witnessed unacceptable behaviour.
 - Be an [Active Bystander](#). An active bystander is someone who not only witnesses unacceptable behaviour, but who chooses to act and challenge that behaviour in order to disrupt a potentially problematic situation or keep it from escalating. A bystander can prevent as well as deal with the potential outcome.
- UCL Mental Health support services for staff: www.bit.ly/UCLstaffSupport
- UCL Mental Health support services for students: www.bit.ly/UCLstudentSupport



UCL Queen Square Institute of Neurology

2022-23 Annual EDI Report

June 2023