



Minutes of Equality Challenge Team Meeting  
Tuesday 7 August 2018 – Marcelle Jay Room – 11.00am

In attendance: Tim Levine, Susie Sandford–Smith, Louise Wong, Joanne English, Joe Smith, Christin Henein, Dolores Conroy, Andi Skilton, Chris Dainty, Martha Robinson, Matteo Rizzi, Mahtab Farahbashi, Rob Beal, Dave Shima, Chris Dainty, Sarah Houston

Apologies for absence: Sudershana Dave, Diana Sefic-Svara, Tessa Dekker, Andrew Dick

### 1. Introduction/Welcome and Minutes of last Meeting

There was a short introduction from everyone on the team to welcome new members Matteo Rizzi and Dave Shima. From the last meeting:

Student Buddying: Susie is liaising with Jacqui van der Spuy

Trello: Christin has set up a Trello account for this team

UCL Dignity at Work Advisers: people from IoO have applied.

Wikipedia: Sarah Houston is planning to write more pages

Gender neutral toilets: OK-ed at Deputy Directors; Tim has emailed Steve Bunting

### 2. EDI Strategy

UCL EDI has consultation exercise on their new 3 year strategy. It was agreed that we would focus on more local issues.

### 3. Planning for the Team over the next 4 months

Six priority issues were discussed. Discussion of four other issues was not possible because of time constraints.

#### 1. Data Stream

Progress toward equality can be demonstrated to others through trends in data. Data is obtained from central UCL, and locally either from various sources within IoO, or the data we generate in the institute survey. We need a data sub-group to analyse data received. That group will need to have a calendar so that they know which data to expect in which month. A separate group will run the survey.

**ACTION:** Tim to form data group from the team

#### 2. Clinical Actions

Mariya Moosajee and Christin Henein to be part this group with Tim Levine and Andrew Dick also advising.

**ACTION:** Clinical group to meet and begin planning actions

#### 3. Professorial Pay Gap

Andrew has agreed to publishing the ratio of pay for professors at IoO. The precise way this will work has not been determined. It was suggested that we should factor in (e.g. publish alongside) the age and/or length of service. Other options include: same thing cross-faculty, other staff grades e.g. post-docs.

**ACTION:** Team members with an interest to meet and formulate policy on publishing pay gaps

#### 4. Comms Group

Communicating important messages across UCL and within IoO needs to be improved. Our plan has been to use new screens and software to better inform staff of events. The screens have been delivered but not yet set up. Chris suggested that an event calendar be set up by the Directors Office. Nora Colton, Joint Director of Education IoO/MEH is planning to improve the website for student recruitment. There may be more input from Faculty in this area in the future. Because of these other positive developments, we decided to **not** set up our own Comms group. Instead, we will ask to join a group set up by others. We still need to focus on messaging about equalities.

**Action:** Tim to find out about changes in IoO Comms from Nora Colton and Steve Bunting

#### 5. Equality Challenge Funding Scheme

In 2017-18 a relatively large proportion of the budget was used for our Conference Childcare Scheme set up close to the end of the financial year, giving a subsidy towards costs to attend conferences with their children. We should revise/reframe this earlier in this financial year. Possibilities include covering additional expenses incurred for caring responsibilities at home while attending conferences.

**Action:** Andi, Joanne, Joe and Martha to meet and devise a new funding scheme

#### 6. Promotion of Academic/Research/Teaching staff (Grade 8/9)

The Promotion Committee for this staff group will be meeting to start the 2018/19 round soon.

**Action:** Tim to ask the promotions committee to establish 2-way communication with all staff in this group.

### 4. Upcoming Opportunities

The faculty's Athena SWAN committee is looking for early career researchers, professional and technical staff, and PhD Students to join the group, which will meet approx every two months (5 times a year) from now on.

**Action:** team members (other than academics) to decide if they can join faculty Athena SWAN team.

### 5. Upcoming Events

Summer school has been cancelled. A discussion followed on why we run this event. It was noted that this was to target young women in STEM. Attendees have been females far more than males (14:1) and also many BME. Dave asked why it was only

for A-level students and not for GCSE? In future, we will not run this event, instead allowing the Education Office to run summer school(s).

Inspiring Women Event – 5 October. Noemi Lewis will be our guest external speaker and Emily Eden our internal speaker. The lecture was not very well attended last year. Discussion included whether the whole idea of having a special lecture from successful women in ophthalmology is useful, especially when a higher proportion of the institute's seminar speakers are women (close to 50%). It was suggested that these lectures should be more general so that they can be appreciated by a wider audience.

**Action:** Tim to discuss ways of raising interest in advance with Omar Mahroo

## 6. Role Models

Martha enquired what we could do about our current role models? Flexible working case studies – how has/has not it worked for staff. One person per month and combine with someone to spotlight. Profile staff from all different positions – professional services, technical and academic.

**Action:** Martha to set up further meeting to determine first lists of exemplars of flexible workers, and of IoO-wide staff for profiling.

## 7. Date of Next Meetings

These need to be organised. Susie suggested a doodle poll.

**Action:** date determined as Sept 19<sup>th</sup>, 11:00 a.m.'til 12:30, Marcelle Jay Room, chosen because of co-chairs' availability.

## AOB

Susie discussed messaging by EqCha team: need to look at how we can achieve a more representative gender balance of attendees at our events. This relates to point 5B. No clear answer yet!