**Athena SWAN meeting**

**Wednesday 10 August 2022**

**Via Zoom**

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| **In Attendance** |
| Kevin Maloy (Chair), Michelle Connolly, Alana Hamilton, Donna MacPherson, Rhiannon Darlow, Dagmara McGuinness, Jonathan Mitchell, Nicola Veitch, Leighann Sherry, Clare Donald, Anne McKenna, Margaret Hosie, Leandro Lemgruber |
| **Apologies received** |
| Neil Basu, Alan Hayes, Hannah Bialic, Melanie McDonald, Moeed Akbar, Dawn Mylet, Keilly MacDonald, Katie Farrell, Swetha Vijayakrishnan, Gill Douce, Hua Wang |

**1. Apologies**

Apologies were noted as above

**2. Welcome to new members**

KM welcomed the new members to the committee, Nicola Veitch, Leighann Sherry, and Clare Donald.

**Actions:**

**RD to send new members list of subgroups to join.**

**3. Minutes of previous meeting**

The minutes of the previous meeting were accepted with minor changes.

**Action Plan**

JM has uploaded the silver application and the successful bronze application and has created new tiles on the Athena Swan webpages. Records of the meetings have been uploaded along with the minutes of each meeting.

**Actions:**

**RD to update minutes with requested changes.**

**MC to meet with AMcK regarding CVR Induction Process**

**RD to send new committee members subgroup preference to KM. KM to update subgroup list and JM to publish on Athena Swan website.**

**4. Update on Recent Activities: reports from meetings of work groups**

**Communications**

JM advised he had been working on improving and adding sections to the Athena Swan website. A tile for documentation has been added, which includes information on the silver and bronze applications, the minutes from the AS meetings etc. A tile has been added for events and activities, this lists upcoming and past events. A resources tile has been added which links through to relevant resources, such as the Neurodiversity Resource Hub.

**5. Inclusive Leadership**

KM advised that Michelle Robb had circulated a link from Matt Jones who is the Athena Swan Champion at MCSB. They had organised two workshops, one for PI’s and another for Postdoctoral Research Assistants, students, and support staff, to discuss what Inclusive leadership means to different members of the institute. KM proposed that one of the subcommittee groups discuss this and hold an Athena Swan event focusing on this matter.

**Action:**

**KM to produce a proposal for the committees to discuss prior to the next AS meeting.**

**6. Neurodiversity Resource Hub**

JM has put the link to the Neurodiversity Resource Hub on the Athena Swan website. KM highlighted that the hub has a lot of information relating to definitions, inclusive and accessible practices, and support for Neurodivergent staff and students, and how to improve and ensure that working relationships are optimal. NV requested that the Equality and Diversity and inclusiveness at work information is included.

**7. Survey**

1. **Culture Survey**

For discussion at next meeting

**8. AOB**

**Menopause Resources**

**AM advised that there is a lot of work going on at University and Organisational level in relation to this subject and resources available to tap into. AS has been in discussion with her team to undertake the current menopause training to get feedback for the EDI team. KM advised that if we have another proposal for an appropriate activity, funding can be applied for in the next series of applications.**

**Student SAT**

NV enquired if there was a student SAT that runs alongside this AS group. KM advised that in the past there has been student representation at the AS meetings, however, there has been no separate student SAT.

**Action:**

**KM to re-advertise for student representation for AS.**

**9. Date of next meeting – W/C 26th September (date tbc), via zoom**