

**MINUTES OF THE MEETING OF THE EQUALITY, DIVERSITY AND INCLUSION COMMITTEE HELD ON  
WEDNESDAY 01 DECEMBER 2021 VIA MICROSOFT TEAMS**

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PRESENT:	Professor D Anand (Co-Chair)	Dr D Husbands
	Professor A Hughes (Co-Chair)	Dr K Juddoo
	D Barratt	C Lloyd
	C Benyon	Professor M Kirkup
	Z Butt	A Norris
	Professor P Catterall	S Razzaq
	D de Silva	Dr C Robertson
	H Doon	J Smith
	D Hirani	

IN ATTENDANCE: 20.69 A Pitchford, Dr S Jarvis, L Wright; A Broadhurst and C Holborough  
20.71 E McMillan

APOLOGIES: J Fenton

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**20.68 ANNOUNCEMENTS**

- 20.68.1 **Welcome:** The Co-chairs welcomed returning and new members to the meeting. Members asked to note newly appointed UCU representative and change to WOW and Q+ Co-Chairs.
- 20.68.2 **Apologies:** Apologies were noted as above.
- 20.68.3 **Declarations of interest:** There were no interests declared.
- 20.68.4 **Requests to discuss starred items and notification of AOB:** There were no starred items to discuss.
- Co-Chair's report**
- 20.68.5 Co-chairs updated members on recent activities and progress made since the last meeting. They included:
- QHT bid appointed two new EDI Programme Co-ordinator to support delivery of project
  - EDI QHT Programme board meeting scheduled for 14 December 2021 to review proposals for major and minor events
  - Strategy agreed and published last year; EDI checklist has been widely circulated within Schools
  - EOLF meeting scheduled for 16 December and will be led by Committee Co-Chairs on the progress of the EDI Strategy and Action Plan, with a key focus on Diversifying Leadership, led by Head of Learning and Development and PVC People and Culture.
  - Feedback from EDI school leads – recognition of great work going on but need to pace ourselves and recognise things take time
  - SDG report – EDI is a key area recognised in the report highlighting positive change for the University

**20.69 UPDATE ON STUDENT INCLUSIVITY AND AWARDING GAPS**

- 20.69.1 EDIE is in the process of finalising three workstreams: Student Support and experience (led by the Director, Students and Academic Services), Developing work in Colleges and Schools (led

by the AHoCs Education and Students), Curriculum, teaching and assessment design (led by the Head of CETI)

- 20.69.2 The Impact and Evaluation Officer (A&P) provided an update on the Evaluation Framework for the Access Participation plan which aims to produce rigorous evidence to ensure we meet the aims of the plan and effectively evaluate impact. Professional Services and Academic colleagues were involved in the design and delivery of the Framework.
- 20.69.3 Head of CETI provided an update on the Student EDI Champions. Each School will employ an EDI Student Champion to work closely with EDI School Leads. QHT will fund up to 10 hours of work per week. Champions will have the agency to come up with ideas and work in partnership with leads on events and community building initiatives.
- 20.69.4 EDI Student Champion for Life Sciences and EDI Student Champion for Humanities were invited to speak to share their reasons for applying for the position, aspirations for the role and its impact on students and the University.
- 20.69.5 Dr D Husbands, Senior Lecturer in Social Sciences presented findings on recent research conducted on 'Impostor Phenomenon (IP) Among Racially Minoritised University Students'. Findings included:
- IP continues to be an ongoing issues in HE and a key driver behind disengagement for some students
  - Students feeling they are imposters within the University which contributes to poorer mental health and having to prove their worth
  - Quantitative study: IP increases a sense of unbelonging which can lead to underperformance but should not be ignored
  - Qualitative study in the form of focus groups discussing the impacts of IP:
    - Online learning environment and hybrid learning as proven to be more conducive for students and recommended as a way forward to tame IP
  - Next steps: Further deconstruct sense of belonging and understand narratives around what a safe space is; disseminate a report on findings and look into other marginalised populations, look at the differences in IP with different learning environments.
- 20.69.6 Dr S Jarvis provided updates and presented findings on the Awarding Gaps Research Project:
- BME students are awarded comparatively fewer first-class degrees, and comparatively fewer "good" degrees than their White counterparts.
  - Students graduating in 2020 (the 'Covid' cohort) saw narrowing of these gaps.
  - This project was designed to identify the structural location(s) and distribution(s) of a number of different award gaps – at module, course and university level. Phase 1 is complete.
  - Good degree classification was significantly predicted by ethnicity, sex and IMD but not age. The gaps vary significantly between schools.
- 20.69.7 Head of CETI provided on the progress on EDI and Curriculum workstream:
- SharePoint site has launched which features work on: decolonising the curriculum, inclusive assessment, peer development, evaluation and the use of student data, internationalising the curriculum, school-based strategies for decolonisation.
  - CETI Open Programme which will launch in semester 2 and aims to provide additional development opportunities to further enhance learning and teaching practices, particularly from an EDI perspective
    - Student Partnership co-created projects include Foundation Mentoring Scheme EDI Student Champions for next year
    - Ongoing conversations with SAS and WUSU on PAL/peer support
    - Ongoing work with PG Cert and Prestige. Exploring potential partnership with Darwin Institute for Compassion.
    - Talk Teaching; CETI Research Conversations; Symposium
    - CETI of a position paper on Westminster Pedagogical Strengths
    - Continued work with Advance HE

- A new Westminster Learning Community, The Equity Futures Observatory, led by Dr Samir Pandya from the School of Architecture and Cities, launches December 2021.
- 20.69.8 Co-chairs confirmed that there will not be further changes to the action plan for this year, as it is now with action owners and being implemented. When the Committee reviews updates on the plan, feedback can be taken into account for next year's action plan.
- 20.69.9 **ACTION – Head of Culture and Inclusion** to follow up with action owners on progress and provide update by end of January 2022.
- 20.70 EQUALITY, DIVERSITY AND INCLUSION ANNUAL REPORT AND EQUAL PAY REPORT, 2020-21**
- 20.70.1 Annual report was circulated to Committee members in advance of the meeting and A Norris asked for comments. The report aimed to be more engaging for colleagues with key highlights: impact of SDG, Colleague Networks, work with students, key data and progress made.
- 20.70.2 Suggestion was raised to produce three progressive reports across the year to inform the final annual report.
- 20.70.3 **ACTION – Head of Culture and Inclusion** to follow-up on below comments made by Committee members:
  - Make Black History Year more prominent in the report
  - Provide senior leadership representation breakdown within Professional Services in addition to academic breakdown
  - Amplify summary to include more details of progress against the 15 Commitments
  - Work with Dr C Robertson, Disability Network Co-Chair to identify how disability data is collected and updated. D Barratt suggested HR send quarterly reminders to colleagues to update their data on the system.
  - Add Colleague Network establishment dates
  - Add further articulation and balance between progress achieved and data presented
- 20.71 UPDATE ON EDI COMMITTEE EFFECTIVENESS REVIEW**  
E McMillan, Clerk to Court of Governors and Head of Uni Governance was invited to speak on the topic and asked colleagues for comment.
- 20.71.1 Comments:
  - Praise was given to EDI Committee Co-chairs for the excellent work
  - Committee were informed that the format of the meetings can be changed and the Co-chairs are open to suggestions for improvement
- 20.72 EDI AND COLLEAGUE DEVELOPMENT**
- 20.72.1 Head of Learning and Development provided a presentation detailing key priorities around colleague development linked to the EDI strategy and action; current areas of challenge that need to be considered and addressed; current opportunities identified and key points to consider on how to ensure colleague training is impactful and makes long-term, sustainable difference.
- 20.72.2 Further details of the presentation included details of proposed training and development opportunities planned for colleagues in 2022-23 including:
  - EDI related training for all colleagues as part of the OD open programme to include further training on Unconscious Bias, Microaggressions following popular uptake from recent pilot sessions and Green-Dot training.
  - Learning and teaching specific EDI training to include introduction to EDI in L&T, Bias and Influencers in L&T, and Inclusive Curriculum Design training.
  - EDI focussed leadership and management training such as Aurora Women in Leadership programme, training on inclusive Leadership, Diversifying Leadership

development programme specifically for BME colleagues to address under-representation at senior level.

- 20.72.3 Head of Learning and Development invited questions and comments. Questions were raised on:
- What incentives can we give to colleagues to encourage wider participation in training?
  - How do we determine what training should be mandated?
  - Should EDI training be mandated?
  - Will Green-Dot training be offered online?

- 20.72.4 The importance of a Learning Management System (LMS) was reiterated as so much training has been undertaken by colleagues but needs to be recorded securely

- 20.72.5 **ACTION** – Head of Learning and Development to give consideration to questions raised to inform future planning of activities.

## **20.73 MINUTES AND MATTERS ARISING**

- 20.73.1 **AGREED** The minutes of the meeting held on 22 September 2021 are an accurate record of the meeting.

## **20.74 DATES OF FUTURE MEETINGS**

2 February 2022  
30 March 2022  
1 June 2022  
17 July 2022

All meetings take place between 14.00 and 17.00 via Microsoft Teams

## **20.75 ANY OTHER BUSINESS**

- 20.75.1 Not applicable