**Faculty of Brain Sciences: Equality and Diversity Plan 2013/14**

The UCL White Paper and Faculty Strategy aim to recruit attract, reward and retain outstanding staff from diverse backgrounds. The Faculty Equality and Diversity Plan will be an important enabler of this key strategy goal and cross references to the UCL Equality & Diversity Strategy 2011-2014 <http://www.ucl.ac.uk/hr/equalities/>.

The high-level goals of the Faculty Equality & Diversity Plan are:

1. Decrease in equality professorial pay gap
2. Increase female representation on committees and boards
3. Obtain Athena SWAN status across Faculty
4. Strengthen BME mentoring
5. Student recruitment and support initiatives
6. Improvement on key E&D targets.

The key plans and actions for the coming period are set out below.

**Leadership on Equality & Diversity**

The Dean, Directors, Deputy Head of School, Faculty Manager and Faculty Tutors seek to provide firm, visible and pro-active leadership and commitment on equalities and diversity, and to encourage other members of the Faculty Executive Team to act as champions for their particular constituencies.

The Faculty Equality and Diversity Plan was discussed at the Faculty Executive twice during May 2013. There is excellent stakeholder commitment to the goals and initiatives.

***Objective***: The Faculty will raise the profile of Equality and Diversity issues by:

* promoting equalities and diversity training, events, initiatives and achievements (e.g. remind staff who have been in post for longer than 5 years undertake the updated online E&D training)
* use of “What’s it got to do with me” style communication will be used to highlight the need for better engagement within the faculty community.

*Responsibility:* Dean / Faculty Manager by July 2014

**Decrease in equality professorial gender pay gap**

The Faculty will seek to reduce the equality professorial pay gap year on year through targeted use of the pay-banding and pay reward schemes. The latest HRPC report confirms a 3.7% reduction in the non-clinical professorial pay gap was achieved in 2012, down from 18.2% to 14.5%.

There is a known pay bias which relates to the historic proportion male professorial staff who currently hold, or have undertaken, leadership roles in the faculty. Increasing the proportion of female professorial staff in senior leadership roles is therefore a priority. It has also been noted that market supplements were 3 times more likely to be used for male rather than female staff.

***Objective:*** The 2013/14 professorial re-banding and reward cycle will focus on addressing pay gap issues relative to performance. The Faculty will implement annual appraisal linked to professorial pay review. This will ensure that all staff are equally considered for pay reward at single point in time as part of a routine cycle focused on supporting promotion and rewarding achievements.

*Responsibility:* Dean / Faculty Manager by October 2013

**Increase female representation on committees and boards**

***Objective:***The Faculty will monitor and improve female representation on boards and committees which are scheduled during the core hours of 9.30am to 5pm. Where the current composition of ex-officio representatives gives rise to an uneven gender balance we will provide opportunities for female leaders and managers to deputise or be seconded.

Deputies nominated to stand in for Directors at Faculty Executive Team meetings are:

* Jennifer Linden Ear Institute
* Sophie Scott, Institute of Cognitive Neuroscience
* tbc, Institute of Neurology
* Clare Futter, Institute of Ophthalmology
* Gill Livingstone or Sonia Johnson, Mental Health Sciences
* Gabriella Vigliocco, Psychology & Language Sciences

The Faculty recognises the importance of ensuring balanced representation on Committees. The recently established BRC Neuroscience Executive Committee comprises Olga Ciccarelli, Sarah Tabrizi, Eleanor Maguire, Henry Houlden, Matthew Walker and Nick Wood. The Dean has nominated female staff to undertake roles on SLMS Boards and Working Groups (e.g. Sarah Jayne-Blakemore, SLMS Communication Board; Kate Jeffrey, SLMS HR Sub-Committee; Sophie Scott, Public Engagement Lead; Julie Daniels, Knowledge Transfer Champion) and will continue to identify opportunities to increase female representation on committees and boards.

*Responsibility:* Dean / Faculty Manager by July 2014

**Obtain Athena SWAN status across Faculty**

***Objective:***It has been agreed as part of the Faculty Strategy that all divisions and institutes within the Faculty of Brain Sciences will apply for Athena Swan status during 2012-2013 with the aspiration that they should attain either Silver or Bronze status.

|  |  |  |
| --- | --- | --- |
| **Division/Institute** | **Current status** | **Plans** |
| Ear Institute | No award | Apply Silver November 2013 |
| Institute of Cognitive Neuroscience | Silver | Renew Silver April 2013 |
| Institute of Neurology | No award | Apply Silver April 2013 |
| Institute of Ophthalmology | No award | Apply Silver April 2013 |
| Mental Health | Bronze | Re-apply Silver April 2013 |
| Psychology & Language Sciences | Silver | Renew Silver April 2013 |

Following the development and submission of plans, it will be important that each division and institutes maintains an effective oversight structure to ensure that the initiatives outlined in their plans are implemented, translate into successful outcomes and / or are reviewed and refined based on feedback.

*Responsibility:* Deputy Head of Faculty by July 2014

The long-term goal is that all parts of the faculty should have Silver status by the time the next BRC renewal (2017/18 to 2022/23) is made in June 2016.

**Female and BME mentoring**

***Objective:***The Faculty will promote active participation in schemes to enhancing mentoring for female and BME staff. Recent examples include:

* Submitted a balanced portfolio of staff as part of the SLMS Future Fifty: Call for Mentors / Mentees (March 2012)
* Promoted participation in the pan-London mentoring scheme designed to enhance career development opportunities for academic and research staff from Black and Minority Ethnic backgrounds run in partnership with UCL, IoE, KCL, QMUL (June 2012).

We will obtain feedback on our participation in the BMEntor scheme <http://www.ucl.ac.uk/hr/equalities/race/BMEntor.php> and will continue to promote engagement.

We continue to identify female and BME staff who can benefit from the future fifty leadership programme.

We will promote mentoring of female and BME support staff using initiatives such as the AUA sponsored Share@UCL scheme devised in PALS.

*Responsibility:* Directors and Divisional / Institute Manager by July 2014

**Student recruitment initiatives**

***Objective:*** *To increase the proportion of UK-domiciled students from under-represented target groups e.g. State schools and neighbourhoods where there is underrepresentation of involvement in higher education (LPN) and BME groups* – to continue to support UCL’s work on Widening Participation in relation to enrolling students from state schools and low participation neighbourhoods.

*Responsibility:* Faculty Tutor and Vice-Dean Education

The newly appointed Faculty Tutor is working closely with the Outreach office and undergraduate admissions tutors to meet the ambitious targets set in agreement with OFFA in relation to enrolling students from state schools and low participation neighbourhoods (LPN). For 2012 entry onto undergraduate programmes, the overall percentage of students from state schools was 71.6% which was an increase on 2011 where the comparative percentage was 67%. Specifically, although applications to the undergraduate programmes met the LPN target, we need to improve the conversion to enrolments which falls below the target. The overall target to meet for state school enrolment by 2017 is 79.2%, which is challenging given the very high entry criteria to our undergraduate programmes. In order to reach this target the Faculty is involved in a number of summer schools, school visits and other outreach activities specifically targeted at high achieving pupils in state schools in low participation neighbourhoods. We are also exploring support mechanisms to continue supporting such students during their degree programmes.

For 2013 entry, changes were made to Open days to facilitate the conversion of applications from state schools and low participation neighbourhoods. These changes included specific talks on careers and employability, talks to parents and guardians with regards to fees and the financial support available to students from lower income backgrounds and a Saturday open event. This has resulted in an increased overall percentage of firm acceptances from state school applicants of 81% so far against a target of 73% and for low participation neighbourhoods of 12.1% against a target of 3%, so this is encouraging.

***Objective:*** *To improve attainment of British BME Students and students from state schools and low participation neighbourhoods at UCL by:* (i)Promoting informed discussion of degree attainment at faculty, departmental and programme level (ii) Acceptance of the need to reduce the attainment gap with visible leadership (iii) pilot initiatives and share good practice and (iv) engage with VP Education to understand the role of the overall student experience and life cycle [Note: Think Piece paper by Anthony Finkelstein].

*Responsibility:* Faculty Tutor and Vice-Dean Education

**Improvement on key E&D targets.**

The HR Policy Committee Key Workforce Indicators report (February 2013) showed that:

* In 2012 the Faculty has 701 female employees accounting for 54%, which is an increase on 643 staff being 53% in 2011. Women at grades 9 and 10 increased from 98 (34% in 2011) to 106 (35% in 2012).
* BME staff at all grades increased from 194 staff (16%) in 2011 to 215 employees 17% in 2012 with a similar improvement in Grade 1-8. We are tracking the % of BME staff recruited by monitoring application, shortlisting and appointment data.
* Disability Disclosure also increased from 31 in 2011 to 38 in 2012.

***Objectives:***The key Faculty targets set as part of the UCL E&D Strategy are to:

* *To advance women’s careers at UCL*– by means of mentoring and other developmental programmes so that UCL moves towards its **Gender Equality Target of getting 50:50 men and women into grades 9 &10** **by at least 1% each year**;
* *To recruit a more ethnically diverse staff body* – benchmarked against the Greater London workforce comprising 31% BME staff at grades 1-8. We will review disparities in data from recruitment cycles and look into improving BME panel representation.
* *To enhance career development opportunities for BME staff –* to improve the representation of BME staff at senior grades.
* *To promote a climate of openness for lesbian, gay, bisexual and transgendered (LGBT) staff* – in order for UCL to remain in the Top 100 of Stonewall’s Workplace Equality Index by ensuring that LGBT staff are not disadvantaged in terms of employment, representation or promotion.

*Responsibility:* Directors and Divisional / Institute Manager by July 2014

* *To enhance reporting and disability and to establish better support arrangements in areas where there is faculty expertise (e.g.* mental health, visual and hearing impairment)
* *To increase awareness and support for people with mental health problems –* by encouraging openness and providing support in mentoring schemes (note: 28% of UCL staff recorded with long-term sickness absence are classified as having a mental health problem).

*Responsibility:* FET representatives Peter Fonagy & Michael King (Mental Health); Phil Luthert (Vision) and David McAlpine (Ear).