**FACULTY OF LIFE SCIENCES EQUALITY AND DIVERSITY ACTION PLAN 2012-2014**

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|  | Objectives | Actions | Timescales | Responsibility | Success Measures | Achieved (Y/N) |
| 1 | Increase the representation of women at grades 9 and 10 within the Faculty by 1% | Encourage female professors to apply for re-banding. Divisions are asked to convene a panel to review all professors so those considered are not purely self-selected/in place already. | May-July 2013 | Dean/Division Heads | Panels convened |  |
| Encourage staff to attend Leading on Diversity workshop. All divisions to be emailed the OSD link. | As soon as possible but no dates currently available. | Dean/Division Heads/Faculty Manager/Division Managers | 10 managers a year in grades 7-10 have attended the workshop |  |
| Ensure that staff on interview panels have attended Recruitment and selection training. | Ongoing. | Dean/Division Heads/ Faculty Manager/ Division Managers | 100% of panel members have attended training |  |
| Fair interview process with gender balance on panel. |  | Chair of panel/ Division Managers | All panels must have the required gender balance. |  |
| 2 | Increase the proportion of Black and Minority Ethnic (BME) staff at grades 1-8 by 1%. | Work with HR/OSD to identify whether more specialist interview skills training can be provided. | Ongoing. | Dean/Division Heads/ Division Managers | BME staff in grades 1-8 increased to 25% |  |
| 3 | Reduce the gender pay gap, where this is above 5%, in any professorial band. | Review pay levels across the faculty and propose adjustments where appropriate. | July 2013 | Dean/Division Heads | Equal pay |  |
| 4 | Encourage Biosciences, School of Pharmacy (SoP) and the Gatsby Computational Neuroscience Unit to submit for Athena SWAN | Identify and appoint a member of staff to lead the initiative in SoP and the Gatsby Unit. | Biosciences to submit in November 2013.  SoP and the Gatsby Unit to submit in 2014. | Dean/Division Heads | Applications submitted |  |
| 5 | Establish an FLS Equality & Diversity Steering Group. The group will consist of the Dean, Faculty Manager, Faculty Executive Assistant and representatives from all divisions. | Identify and invite a member of staff from each division/unit to join the group.  Set and agree Terms of Reference at the first meeting. | The first meeting to be held at the start of the new academic year (October 2013) | Dean/Faculty Manager/Faculty Executive Assistant | Group to meet termly |  |
| 6 | Increase the proportion of UK domiciled BME students from under represented target groups at PGR level | Hold an event(s) for current UG BME students to talk to them about PGR options. | Ongoing | Dean/Education Leads/Faculty Tutor | The share of BME students at PGR level increased from 19% to 25% |  |
| 7 | To instil a culture of fair and transparent selection and promotion across the Faculty. | Ensure that all staff on interview panels have received training by attending the Recruitment and Selection training course and the Leading on Diversity workshop. | Ongoing. | Dean/Division Heads/ Division Managers/Faculty Manager | 100% of interview panel members to have attended training |  |
| Ensure all academic, research and teaching staff are fully aware of promotion procedure and how to put themselves forward.  Division Heads to hold small “promotion panels” to ensure that all staff are considered, not a purely self-selected pool. | Ongoing. | Dean/Division Heads | Promotion panels are held. Staff are fully aware of the process. |  |
| 8 | Increase the number of women in leadership | Work with HR/OSD to establish a mentoring programme | Ongoing | Dean/Division Heads | More female leaders |  |

**FACULTY OF LIFE SCIENCES**

**Recent Activities to Advance Equalities and Diversity in the Faculty:**

* The Laboratory for Molecular Cell Biology (LMCB) has recently had their Athena SWAN Silver Award renewed.
* The Division of Biosciences will be submitting a Bronze Athena SWAN application in November 2013. School of Pharmacy and the Gatsby Computational Neuroscience Unit hope to submit in 2014.
* Continued equality training from UCL (or the MRC for LMCB) at senior management level.
* In Biosciences, a dedicated Admissions and Outreach office has been set up to channel all outreach activities. A dedicated website for outreach activities has also been set up at <https://www.ucl.ac.uk/biosciences/outreach>. It’s currently under construction but will be fully functional by the end of summer 2013 and will contain links to videos of master classes, summer schools, laboratory workshops, taster lectures and much more. It will also allow schools and individuals to talk to staff and to book talks, divisional and departmental tours, school visits and master-classes etc. It is hoped to also have a student interactive area so that young people can talk to current students about university life, the application processes etc. and also to allow incoming students to talk to current students. Christopher Taylorson is the appointed Admissions and Outreach Lead.
* Divisions within the faculty actively work to ensure a fair representation of female interview candidates and female recruitment panel members, and also as seminar speakers and on committees. Key meetings and events are arranged at family friendly hours.
* Biosciences held a day of lab tours for deaf and hearing-impaired students, including a talk given by Dr Ray Noble, who is profoundly deaf himself.
* Professorial pay was reviewed in summer 2012. The gap between male and female band 2 professors has reduced by 1%.
* The Faculty Dean, Professor Mary Collins, will be chairing the UCL Equalities and Diversity Committee and is a UCL Gender Equality Champion.

**Main Areas for Improvement:**

* BME students form the majority of the student body in the faculty at undergraduate and postgraduate (taught) levels (59% and 56% respectively). However, at postgraduate research level their share decreases to 19%. The faculty needs to look at ways to encourage BME students to take postgraduate research studies.
* Women in leadership: apart from the Dean, currently all other department heads are male. The post of Biosciences Director is currently being recruited to and it is likely the new postholder will be female. The Vice-Dean (Education) is female as is the Faculty Tutor. The faculty needs to mentor female academic colleagues to encourage them to take leadership roles.