

**Chemistry Athena Swan Action Committee/Self-Assessment Team:**

**Membership:**

Aidan McDonald <aidan.mcdonald@tcd.ie>; Eileen Drew <EDREW@tcd.ie>; Eva-Maria Dürr <DURRE@tcd.ie>; Isabel Rozas <ROZASI@tcd.ie>; Michael Lyons <MELYONS@tcd.ie>; P. Noelle Scully <PNSCULLY@tcd.ie>; Peter Brien <Peter.Brien@tcd.ie>; Sinead Boyce <SBOYCE@tcd.ie>; Susan Cantwell <SCANTWE@tcd.ie>; Graeme Watson <watsong@tcd.ie>; Parvaneh Mokaria<mokariap@tcd.ie>; Maria Daniela Angione ANGIONEM@tcd.ie; Sylvia Draper <SMDRAPER@tcd.ie> (Chair)

Apologies: Michael Lyons, Eileen Drew,

**Meeting 3:00 pm Tuesday April 17th 2018, New Seminar Room**

1. **Minutes of ASSAT(3) –** The minutes of the previous meeting were agreed.
2. **Matters Arising –** There were no matters arising.
3. **Reports from Members [on individual actions]**

The Chair advised the group that they should aim to close all open items by June, so that the application writing process can start in earnest from June.

SMD reported for MEGL:

MEGL is in the process of setting up a working group to look at workload. There is a lack of mentorship performance review. MEGL will write to Claire McKenna for breakdown of postdoc/postgrads by gender that the School has put forward to the IRC.

It was agreed that the current workload model would be used again in the absence of a new version emerging for circulation in June. IR shared her notes around previous attempts to revise the model. Examples from UK institutions could be useful.

SMD report:

SMD completed the cultural survey and made some tweaks to the PhD exit survey. Sinead is now putting it into Survey monkey. The cultural survey could go out in the next few weeks. NS has edited the previous undergrad exit survey (circulated to group).

NS report:

NS took the 2014/15 survey and edited it to comprise 10 questions with sub questions. New questions include Q.7 re the Gradlink programme. Q.5 – the group discussed whether class rep should be included on list and it was agreed that supports external to the school should be included in a separate question, without specifying levels of satisfaction. Gender question (Q.1) should be moved to the end. NS will make the amendments proposed and circulate it to the committee for final review. She will send out the 2015/16 and 2016/17 cohorts and make changes based on the feedback for the 2017/18 cohort.

AMD report:

18 people have done the implicit bias test, but will continue to work towards an increase in uptake. Those users that gave comments were critical of the test.

The Head of School’s statement/welcome on the website has a new paragraph on diversity. Permission for pictures is proving difficult. AMD asked the group for bios to add to website, similar to those in the AS application. He will send an email request.

AMD will see if he can gain access to the old raw data from the previous application.

IR report:

IR has written to Caroline Bertozzi and is still awaiting a reply, but will contact Jackie Barton as an alternative. Jackie Barton had previously agreed to give a talk (approx 3 years ago), but the timing didn’t suit. Charlotte Williams (Oxford) was suggested as another possibility.

EMD report:

EMD is currently focused on organising Gradlink for postgrads, using Linkedin. The group suggested that she could also write to PIs, who can help follow up on their graduates, and also to talk to Sinead/AnneMarie for help in obtaining a list of former TCD Chemistry Ph.Ds.

GW report:

The group discussed GW’s postdoc recruitment policy document. The current HR form is not good – Could the School develop its own standard form? The group discussed the various negatives of surrounding policy in this area however agreed that advertisement, a review panel and recruitment statistics were necessary. Nomination forms – look at who signs off on these.

1. **Review of feedback on Physics and Natural Sciences AS applications**

**Natural Sciences:** AMD reviewed the NS application and felt it contained some good graphics and images. However, there were multiple tables with no data analysis in the text. In general, it sold the department better.

**Feedback points to note for future Chemistry application**: rotation of SAT membership should be thought through (possibly 1/3rd of the SAT committee changing per annum), and an appraisal system should be looked at.

**Physics:** EMD reviewed the Physics application and also noted that the graphics were better (than in Chemistry’s application), with well-presented data, pie charts, etc. The ‘impact’ was felt by the reviewers to be actions.

**Feedback points to note for future Chemistry application**: Reviewers appeared to be impressed by the suggestion of ‘national lobbying’ (Could Chemistry lobby for SFI disaggregated gender statistics ?).

1. **Review of RSC Diversity and Inclusion report**

The Committee looked at the document which is useful for benchmarking our own data. One area discussed was the difference between male/female corresponding author papers in terms of their research impact and citation levels. A possible action relating to this in Chemistry’s next AS application was rejected on the grounds that the effect observed is likely to be chemistry area specific.

1. **Brief report on College SAT timeline and actions (SMD)**

The overlap between the School and College actions in terms of PD recruitment/staff exit surveys/uptake of flexible leave was noted.

1. **Update on Research Assistant recruitment (SMD)**

The position remains vacant despite a series of recruitment attempts and the position will be advertised more widely in College in the hope of a more positive outcome (SMD action).

**AOB**

Concerns about the lack of serious data mining were raised. AMcD/SMD will attempt to source the raw data and NS outlined the steps being taken by the School Office in relation to UG progression and PG gender breakdowns.

PB noted on the technical side that a number of UK/Scottish institutions had expressed a willingness to provide friendly critical feedback on our application.

**Actions to conclude before next meeting:**

**GWW** PD School Recruitment Policy and proposed at exec.

**MEGL** IRC gender breakdown data for last 3 years + working group on workload model

**SMD** Send out cultural survey and PhD surveys. Follow up on research assistant recruitment. Proposed dates for meeting over the Summer recess.

**NS** Finalise UG exit survey and circulate them. Review raw data (when available) and start to implement data collection for UG cohorts.

**PM** Complete data capture review of Physics application

**AmcD** Continued promotion of uptake of IB and LEAD training. Populate website (bios/ASSAT membership etc)

**AmcD/SMD** to obtain raw data on previous application

NEXT MEETING June 12th 3:00 pm