



# Barts and The London

## School of Medicine and Dentistry

Institute of Dentistry  
Athena SWAN SAT  
Minutes of a meeting held on 27<sup>th</sup> January 2016

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**Present:** Mangala Patel (Chair)                      Ken Parkinson  
Lesley Bergmeier                                      Sharan Sidhu  
Mike Curtis    Juliet Ellwood (notes)  
Jo Kirner

- Action
1. **Apologies for Absence**  
Vishal Barot, Alan Cruchley, Emma James, Kaveh Memarzadeh, Ankur Patel, Amitha Ranauta, Sarah Redwood, Thushala Ubaya, David Williams
  2. **Minutes of Previous Meeting and Matters Arising**  
Minutes: Line 12 on p2 should read 'MP/MW/SS/LB to meet on 26th Nov to work on action plan – SS will need a summary list of main actions that identifies high priority goals.'  
Matters Arising: None.
  3. **Update on the Submitted Application**  
- The application was submitted on the deadline day and although a little later than the official cut-off time, the ECU have confirmed they will consider it. The outcome is expected in March.  
- MP thanked the whole SAT for their many contributions and teamwork, and the concerted effort to submit the application on deadline. It was felt that it would be appropriate to circulate the application, - with personal information redacted - to the whole Dental School (with the caveat that the outcome is still unknown).  
**Action: Circulate finalised application to whole Dental School.** MC
  4. **AS Newsletter/webpage/twitter**  
- LB is seeking contributions for the next edition of the newsletter and will collate any items that are received by mid-February. There are several events (recent/upcoming) that could be featured eg the LHDC Annual Clinical Meeting (at which Liz Davenport will be awarded this year's Slack Medal).  
**Action: Submit items for newsletter to LB asap.** ALL  
- Web: JK & KN are regularly adding to and updating the intranet/QMPlus pages with relevant content. It would be helpful for AR to continue to focus on the external facing webpages eg adding staff profiles etc.  
- Twitter: a decision will need to be made about the best means to maintain our twitter account – Ben Roberts could perhaps advise on technical aspects.
  5. **Discussion on Silver Action Plan**  
- MP intends to step-down as SAT lead once the outcome of the application is known, at which point it would also be appropriate to reconvene the SAT.  
- Many items in the Action Plan require consideration/action by DEG members – Action Plan to be included in papers for the next DEG meeting.  
**Action: JE to include Action Plan in February DEG papers.** JE

**6. Next Steps**

MP met with MW last week with the aim of obtaining various items of information and data that were still in MW's sole possession eg the staff survey responses. However some of this material remains outstanding.

**Action: MP to write to MW to request staff survey responses and any other outstanding material that has not yet been handed over to us.**

**MP**

**7. AOB**

- Noted that QMUL AS committee is going to be reconfigured as two groupings, one will comprise the core AS champions from across the College, and in addition there will be a wider group to which each departmental SAT will be invited to nominate two of its own members.

- The SMD SAT is currently without a Chair since Nick Lemoine stepped down from the role. Another individual has now been invited to take on the role, to be confirmed shortly if accepted.

- An application will be submitted by the SMD (with Barts Health) to the NIHR for a BRC in mid-February; given that this requires Silver status to be held by the relevant department, the oral medicine strand of the application will be incorporated into a digestive diseases theme and therefore come under the Medical School who already have a Silver award.

- Seminar Room 9 is being officially renamed the Davenport Boardroom in recognition of Liz Davenport and this will be announced at the LHDC meeting on 26<sup>th</sup> February. We are hoping to display a portrait of Liz with some accompanying biographical text in the room. Any other suggestions for ways to increase visibility of female members of our staff/student community would be welcomed.

**8. Date of Next Meeting**

JE will circulate a date – likely to be first week of March.