**EDI Action Plan – Updated (December 2023)**

**NWCDTP’s Foundational Aspirations / Priorities / Values / Vision**

* Honesty
* Listening

* Recognition of complexity

* Different models of research
* Different types of study
* Communication

* Inclusion and transparency
* Recruitment commitment
* Ethical awareness

* Why is Humanities research so white and male?

* Challenge language and assumptions about PhDs

**Actions from Previous EDI Committees (prior to HH appointment)**

* Develop the EDI Action Plan **– DONE**
* EDI webpage created on NWCDTPwebsite **– DONE**
* Development and recruitment of EDI Advocate **– DONE**
* Develop partnership and sign MOU with Stuart Hall Foundation **– DONE**
* Develop commission with the Ahmed Iqbal Ullah RACE Centre **– DONE**
* Develop Sustainability Toolkit **– DONE**
* Work with NWCDTP researchers to co-create and update website materials **– DONE**

**Staff Key:**

HH = Hannah Helm

JdG = Jerome de Groot

CA = Carole Arrowsmith

BT = Beth Taylor

FR = Francesca Roncoli

AJ = Adrian Jarvis

**EDI Action Plan: 2023-2025**

**Short-Term Goals (October 2023 – March 2024)**

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| **Action** | **Category** | **Responsibility** | **Outcome/Purpose/Notes** |
| Develop partnership with Stuart Hall Foundation (SHF) | Governance | JdG, HH | **Done**. SHF will support our work in EDI and, in particular, support students by including them in their networks. SHF is a good partner to advise on our EDI processes going forward. |
| Develop partnership with Ahmed Iqbal Ullah RACE Centre (AIURC) | Governance | JdG, HH | **Done**. JdG had initial meeting (November) and HH had a follow-up meeting (December). HH is working with AIURC to design and deliver workshops in February and March 2024. HH and AIURC will also co-create follow-up reflective work using workshop findings, which will be shared with Academic Leads, DTP institutions, and other stakeholders. |
| EDI Fellows | Student Experience | JdG, HH | **Done**. x2 EDI Fellows from widening participation backgrounds and facing financial hardship have been recruited (£3000 bursary each). EDI Fellows will assist HH with EDI training events (DTP-related and Widening Participation Summer Programme 2024, University of Salford). |
| Student Induction (EDI) | Student Experience | HH | **Done**. EDI segment incorporated into first-year induction. EDI segment will be expanded and developed in future and will be included in first, second, and third year inductions. |
| Application Materials | Application | HH | **Done**. Accessibility of application form, application guidance, Equality and Diversity monitoring form, application support workshops, and ‘Funding Prospective Students’ webpage has been improved. |
| Targeted Studentships | Recruitment | JdG, HH | **Done**. Global Majority and Broken Pipeline studentships have been continued for 2024 intake. Female Philosopher studentship has not been continued. |
| EDI Training | Training | HH | **Done**. ‘Introduction to EDI Issues and the PhD Journey’ (November 2023). 20 students attended. |
| Student Representatives | Student Experience | JdG, HH, Academic Leads | **Done**. HH recruited 3 new Reps from Manchester, Keele, and Lancaster. We now have 8 Reps in the DTP (x2 Manchester, x1 Keele, x1 Lancaster, x1 Liverpool, x1 MMU, x1 Salford, x1 RNCM). Academic Leads can help recruit more by spreading the word at their own institution. |
| EDI Group | Student Experience | HH, FR, AJ | **Done**. HH reached out to (re)form the EDI Group and created an advert to recruit students, which was circulated by FR and AJ. We now have 18 members. |
| Carer and Welfare Resources | Website | HH, AJ | **Done**. Updated Carer Policy and welfare/sickness support for students on ‘Resources’ webpage. AJ to action on the website. |
| Staff Profiles | Website | HH, AJ | **Ongoing**. DTP staff to create Staff Profiles (blurb about role, contact details, photo etc) to better signpost students and improve sense of community within the DTP. AJ to action on the website. |
| ‘Foundational Aspirations’ Survey | Student Experience | HH, EDI Group | **Ongoing**. [Survey](https://forms.office.com/Pages/ResponsePage.aspx?id=QCm1Zbb0vUGDPTAz7Lz24QFrBUCNQrNLgpdyw_CgG5ZUOEdLSUY0VVpOQ1ZZSFg0QUk4WUxQRDM1Ri4u) to define and understand how our ‘foundational aspirations’ (see above) are evidenced (or not) in the NWCDTP. Response rate is disappointing, so HH will need help of EDI Group to encourage students and stakeholders to complete. |
| EDI Committee (January 2024) | Governance | HH, EDI Group | **Ongoing**. HH will chair – DTP staff, PGR Reps, and some Academic Leads will attend. |
| Blog Posts | Website, Social Media | HH | **Ongoing**. Regular blog posts to maintain rapport with students and inform them about progress, events, opportunities, and other updates. |
| Website Materials | Website | HH | **Ongoing**. Changes to layout/improving accessibility have been actioned, as well as a more robust EDI statement and suggestions to improve language. HH is working on expanding ‘foundational aspirations’ section of webpage and is awaiting survey responses (see above). |
| NWCDTP Informational ‘Handbook’ | Website, Student Experience | HH, JdG, CA, BT, FR, AJ | **Ongoing**. DTP staff will co-create handbook including key information about what the DTP is, ‘meet the team and Reps’, PhD survival tips, information about placements, key contacts, and signposting to support services etc. Once complete, this will be shared with DTP students, as well as HEIs (HH has been told by students that many admin offices are still relatively unfamiliar with the DTP and cannot advise accordingly). |
| Communication | Student Experience | All DTP Staff | **Ongoing**. Students have said that communication can sometimes be delayed and/or they feel unsure about who to contact. NWCDTP handbook will help with this. |
| Develop partnerships with Open-Oxford-Cambridge, White Rose, M4C, SGSAH, Northern Bridge, CHASE, TECHNE, and SWW | Wider | HH | **Ongoing**. HH is reaching out to other EDI leads to co-ordinate activity in the future. A partnership has already been developed with SGSAH. |

**Mid-Term Goals (March 2024 – October 2024)**

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| **Action** | **Category** | **Responsibility** | **Outcome** |
| North West Hub / CDTs (EDI) | Wider | All DTP Staff | **Ongoing**. EDI will be foundational in the application for the North West Hub. DTP team will co-create the application. |
| Mentoring | Training | HH | **Ongoing**. HH will receive mentoring support from a professional who specialises in EDI (external to the NWCDTP). |
| NWCDTP Placements Materials | Student Experience | HH, BT | **Ongoing**. HH will work with BT to improve accessibility of guidance documents, application and reporting forms, and website content for NWCDTP students looking to undergo placements. |
| EDI Questionnaire | Student Experience | HH | **Forthcoming**. Questionnaire findings will be combined with Focus Group findings (June and September) to create 4-5 student-led initiatives, which will be implemented in Year 2. |
| Student-led NWCDTP Events | Student Experience | HH, Student Reps | **Ongoing**. HH will support Student Reps to develop a series of in-person, online, and hybrid student-led events in 2024. Students have indicated a) a need for both in-person networking since the PhD can be isolating, as well as online events to increase inclusivity; and b) a systemic training schedule, which is circulated in advance, to maximise attendance. |
| Part-Time Students Forum | Student Experience | HH, Student Reps | **Forthcoming**. HH is working with a Student Rep to develop a Part-Time Students Forum to support students balancing study with other job/caring responsibilities. |
| NWCDTP Pastoral Support Sessions | Student Experience | HH | **Forthcoming**. Requested by students. Monthly drop in ‘support sessions’ where students can come for a brew and a friendly chat. Schedule is initially designed on a sixth-month basis (January-June) but can be adapted as necessary. |
| AIURC EDI Workshop (February) | Training | HH, DTP Staff, Student Reps | **Forthcoming**. AIURC will design and deliver a workshop to DTP staff, DTP students, and Student Reps. |
| EDI Training | Training | HH | **Forthcoming**. ‘Decolonising the PhD’ (February 2024). Workshop led by Keren Poliah (‘Decolonising Doctoral Research’ EDI lead at the University of Salford). |
| AIURC EDI Workshop (March) | Training | HH, DTP Staff, Student Reps | **Forthcoming**. AIURC will design and deliver x2 workshops to DTP staff, DTP students, and Student Reps. |
| EDI Training | Training | HH | **Forthcoming**. ‘PhD Parenting/Caregiving Survival Guide’ (March 2024). Workshop led by alumni student Lubaaba Al-Azami. |
| EDI Training | Training | HH | **Forthcoming**. ‘Mental Health and Wellbeing Coaching’ (April 2024). Workshop led by Davina Whitnall – a mental health coach/consultant. |
| EDI Training | Training | HH | **Forthcoming**. ‘Talking Together: A Conversation about Difference’ (May 2024). Creative workshop led by Will Medd – a resilience and meditation coach. |
| EDI Training | Training | HH | **Forthcoming**. ‘Neurodiversity’ (June 2024). Workshop led by The Donaldson Trust – the National Body for Neurodiversity Awareness. |
| Analyse EDI Data | Recruitment | HH | **Ongoing**. HH to review and analyse existing EDI data, alongside new EDI data following new funding round. |
| ‘Professional Preparation’ workshops | Training | HH, JdG | **Forthcoming**. HH will lead on developing ‘Professional Preparation’ workshops (separate sessions for first, second, and third years) for students interested in teaching/lecturing careers post-PhD. This has been requested by students and will be useful since some DTP students are worried about lack of skills/experience/confidence in this area (especially first-generation students). |
| EDI Committee (May 2024) | Governance | HH, EDI Group | **Ongoing**. HH will chair – DTP staff, PGR Reps, and some Academic Leads will attend. |
| Diverse Committees | Governance | HH, EDI Group | **Ongoing**. Need to ensure that diversity of governance reflects goals of, and diversity within, the DTP. Discussions are needed in this area. |
| NWCDTP / Stuart Hall Foundation Joint Event | Student Experience, Training | HH | **Forthcoming**. NWCDTP to collaborate with partner SHF to put on a joint one-day conference-style event with an EDI theme. |
| EDI Committee (September 2024) | Governance | HH, EDI Group | **Ongoing**. HH will chair – DTP staff, PGR Reps, and some Academic Leads will attend. |
| Cross-Institutional EDI Activity | Wider | HH | **Ongoing**. HH will lead on bringing EDI leads in other DTPs together to do collaborative work. HH is already working on this with SGSAH. Ideas will be generated via meetings before October 2024, with action planned between October 2024-October 2025. |
| WP Fellows (2024) | Student Experience | HH | **Forthcoming**. HH to advertise/recruit/onboard 2-3 WP Fellows within the NWCDTP between January-April. With the support of the EDI Advocate, the WP Fellows will design and deliver outreach activities in FE providers in the North West. |
| Application Support (‘AP Sup’) Fellows (2024) | Student Experience | HH, Students/Alumni | **Forthcoming**. HH to advertise/recruit/onboard 2-3 ApSup Fellows within the NWCDTP and alumni between January-April. With the support of the EDI Advocate, the ApSup Fellows will design and implement a ‘student buddy’ mentoring scheme from October 2024, as well as participate in outreach and training events. |
| EDI Training | Training | HH | **Forthcoming**. ‘Intersectionality’ (October 2024). Workshop led by Ruth Ramsden Karelse – SHF Associate and founder of Oxford Queer Studies Network. |
| Supervisor Training | Training | HH, CA | **Ongoing**. CA will share current supervisor training materials with HH, and EDI elements of training will be reviewed. |
| EDI Focus Group (June) | Student Experience, Listening | HH | **Forthcoming**. Focus Group will include some/all of the following: partners, institutions, undergraduates, mature students, and part-time students. Along with responses from EDI Questionnaire, responses from the Focus Group will be analysed and used to create 4-5 student-led initiatives (implemented in 2024-2025). |
| EDI Focus Group (September) | Student Experience, Listening | HH | **Forthcoming**. Focus Group will include some/all of the following: partners, institutions, undergraduates, mature students, and part-time students. Along with responses from EDI Questionnaire, responses from the Focus Group will be analysed and used to create 4-5 student-led initiatives (implemented in 2024-2025). |
| End-of-Year Report | Governance | HH | **Forthcoming**. Create Year 1 EDI report for research, development, and AHRC purposes. |
| Blog Posts | Website, Social Media | HH | **Ongoing**. Regular blog posts to maintain rapport with students and inform them about progress, events, opportunities, and other updates. |

**Long Term (October 2024 – October 2025)**

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| **Action** | **Category** | **Responsibility** | **Outcome** |
| Targeted Studentships | Recruitment | JdG, HH, EDI Group | **Ongoing**. Need to consider and discuss utility of a new ‘refugee/at risk’ studentship for 2025 intake. What do we mean by this? Is this appropriate? |
| EDI Toolkit | Website, Training | HH | **Ongoing**. Compile EDI training PowerPoints and resources, reading lists, glossary(s), and wellbeing support. |
| NWCDTP EDI Code of Conduct | Governance | HH, EDI Group | **Ongoing**. Develop NWCDTP EDI Code of Conduct to be adhered to by all students, staff, and other stakeholders. |
| EDI Committee | Governance | HH, EDI Group | **Ongoing**. Meetings to be held in January, May, and September 2025. |
| Tailored Application Support Workshops & Writing Workshops | Recruitment | JdG, HH | **Forthcoming**. HH updated application workshop materials in October 2023 to be more inclusive (e.g. accessibility copies, different formats), which JdG delivered. HH wants to devise additional tailored application support workshops for students from underrepresented backgrounds and/or students applying for targeted studentships. There will also be writing support workshops where applicants can share writing extracts and receive feedback (led by ApSup Fellows). |
| ‘What is a PhD?’ Workshops | Recruitment | HH, ApSup Fellows, Students/Alumni | **Forthcoming**. To complement the application support workshops, ApSup Fellows will deliver workshops centred on what a PhD is, how/why you should apply for one, and career options post-PhD. The workshops will include Q&A with current students/alumni, particularly those from an underrepresented background. Academic pipeline issues may exclude students who have the academic potential to undertake a PhD but feel it is ‘not for them’. Therefore, it is important to challenge the idea of a ‘traditional’ student to break down barriers and be more inclusive. |
| Quality Review Project | Recruitment | HH | **Forthcoming**. Project looking at the concept of ‘quality’ in our DTP and how it relates to recruitment of students and allocation of funding since the idea of ‘quality’ persists as a barrier to more diverse recruitment. |
| EDI Fellows | Student Experience | JdG, HH | **Forthcoming**. x2 EDI Fellows from widening participation backgrounds and facing financial hardship will be recruited (£3000 bursary each). EDI Fellows will assist HH with EDI training events (DTP-related and Widening Participation Summer Programme 2025, University of Salford). |
| WP Fellows (2025) | Student Experience | HH | **Forthcoming**. HH to advertise/recruit/onboard 2-3 WP Fellows between January-April. With the support of the EDI Advocate, the WP Fellows will design and deliver outreach activities in FE providers in the North West. |
| Application Support (‘AP Sup’) Fellows (2025) | Student Experience | HH, Alumni | **Forthcoming**. HH to advertise/recruit/onboard 2-3 ApSup Fellows between January-April. With the support of the EDI Advocate, the ApSup Fellows will continue with the ‘student buddy’ mentoring scheme, as well as participate in outreach and training events. |
| NWCDTP Student-Led Conference with an EDI Theme | Student Experience | HH, Student Reps | **Forthcoming**. HH will support Student Reps to organise a student-led conference. |
| DTP Student-Led Publication with an EDI Theme | Student Experience | HH, Student Reps | **Forthcoming**. To give students valuable publishing experience, HH will help students to co-edit a collection of papers from the conference. |
| EDI Training (2024-2025) | Training | HH | **Forthcoming**. HH to develop (minimum of 8 events) EDI Training schedule between October 2024-October 2025 for DTP researchers, using a different range of guest speakers with a stake in EDI. |
| Mentoring | Training | HH | **Ongoing**. HH will receive mentoring support from a professional who specialises in EDI (external to the NWCDTP). |
| Podcasts | Student Experience | HH, Student Reps | **Forthcoming**. Look at the opportunity for students to partake in podcasts with an EDI theme e.g. Ruth Agbakoba (PhD Podcast), ACRC\_UK (African Caribbean Research Collective), AthenaBME (Mentoring Project), and National College Podcast (HH already in partnership). |
| Blog Posts | Website, Social Media | HH, AJ | **Ongoing**. x1 blog post a month to maintain rapport with students and inform them about progress, events, opportunities, and other updates. |
| End-of-Year Report | Governance | HH | **Forthcoming**. Create Year 2 EDI report for research, development, and AHRC purposes. |