**Culture**

Members of the working group not communicated much in the past few months. Hana met with Kristin to discuss how to move the actions forward, and also to discuss new potential actions.

**Staff Recruitment, Development, and Progression**

Lorraine Ivers has joined the subgroup in place of Luisa Byrne.

We compiled additional questions for the staff survey to capture information on timeline of promotion applications and progression within the School as well as staff engagement with professional training courses offered by TCD.

The subgroup is now working on developing processes and webpage content for new staff inductions - EDI committee members are requested to pass on all suggestions.

Kristin and Redmond met with Head of School in January and the following new processes were agreed:

* Each staff member will have an annual review with HoS. For more junior staff, this will be preceded by a meeting with a mentor who will provide a short report for consideration by the HoS. EDI committee to consider whether it would be beneficial for the mentor to be present at the HoS meeting too.
* All staff returning from extended leave (e.g. maternity, carers leave) will meet with HoS to examine how workload can be best managed to ease their return.

**Student Recruitment and Support**

Funding from Trinity Inc to conduct a small research project on barriers to engaging in PG study looks promising - just some queries to address. LS and FN met to discuss responses to feedback.

The student survey is just about ready to circulate - thank to everyone for their feedback.

**Governance, Policies, and Data**

We implemented the survey for staff, with 48 responses. KH wrote to Michelle about finances arising from PhD student fees. KH wrote to DPO about sharing data on leave, grade, funding etc for staff. KH and CK discussed how to promote inclusive language in teaching.

**Communications**

We have got data from the Careers Office is terms of what our PG and UGs end up doing. Tobias has agreed to look at these to see if we can establish any trends by gender.