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## Wellbeing Committee Meeting

2 p.m., Monday, 22 November 2021  
Room GC22, William Gates Building

### Agenda

#### Membership:

Prof Andy Rice (Chair, ACR)  
Jo de Bono (JD)  
Caroline Stewart (CS)  
Celia Burns (Notetaker, CB)

#### 1. Apologies for Absence

#### 2. Minutes of the Last Meeting

To approve the minutes of the meeting held on 24 September 2021 for publication on the website (available in Teams for Committee members).

#### 3. Update on Action Items

*i) Mandated/recommended training*

CS was going to add the information on trainings to the induction list. CS to report.

*ii) Next pulse survey*

ACR was going to produce some graphs showing sentiment over time. See item 6(i).

*iii) Committee self-evaluations*

While the committee acknowledged that this was not a time-sensitive issue, CS and JD were going to try to find a suitable time for the HoD Team (with ACR) to consider the proposal to invite the PSF, RSF and SSCOFC committees to each do a self-evaluation. CS to report.

*iv) Mediation and conflict resolution*

- *Presentation by Prof Buttery:* Committee members had discussed the possibility of inviting Prof Buttery to do a presentation on conflict resolution at a Wednesday meeting. As Prof Buttery is now on sabbatical for a year, CS was going to send the 28 July 2021 minute on this item to the HoD Team for advice on whether to proceed with the invitation to Prof Buttery. CS to report.

- *Mediation training*: CS and JD were considering doing some of the training and whether there were other people in the department who it would be appropriate to involve. CS and JD to report.
- v) *Review of the results of the pulse surveys*:
- CS was going to ask the HoD Team if the Department wanted to address the two initiatives recommended by the Wellbeing Committee—saying thank you/recognition and workload. CS to report.
  - JD was going to circulate a fourth pulse survey during the week commencing 27 September. JD to report.
  - Following completion of the fourth survey, ACR was going to package the results, drawing up some comparison graphs over time, and was hoping to get people's feedback at a Wednesday meeting. See item 6(i).
- vi) *Culture of saying 'Thank you'*

ACR was going to talk to fellow Professors about how a culture of saying thank you might be encouraged in the Department. See item 6(ii).

vii) *Mental health first-aid*

The Committee discussed a suggestion to offer a mental health first-aid course to support students. CB has sent the suggestion to Eva Kalyvianaki and Lise Gough with a view to their including the course in the Researcher Skills Training.

#### 4. **Wellbeing Suggestion Box**

The following suggestion has been received.

*I really enjoyed the cricket at the garden party. Some more team sport activities with a low barrier to entry (i.e. low level of expertise required!) would be great.*

#### 5. **Expected Reports**

i) *Research Staff Forum (RSF) wellbeing report*

The following is a report from the RSF meeting held on Friday, 19 November 2021.

There were no wellbeing concerns reported. Forum members discussed social events, including the desire for more department-wide events, and in particular, a Christmas event, although this could be early in the new year, rather than in December.

ii) *Postgraduate Students Forum (PSF) wellbeing report.*

The following is a report from the PSF meeting held on Friday, 19 November 2021.

Apart from one, PSF student members representing the different research groups reported that they don't know of or have not been made aware of any students suffering from mental issues. They did mention the students in their cohort were happy to be back to in-person group meetings and classes and are keen to do more social events in the department. They very much liked the idea of us re-instating the PSF Board games night and the PSF Annual quiz. One representative asked to clarify the process for dealing with students with mental health issues based on one experience from their group, and about who the wellbeing contacts are in the

department. LMG explained that postgraduate students should go and see their Supervisor in the first instance but if not comfortable talking to them, come and talk to the PEO office. LMG can then recommend College tutorial staff, councillors and nurses, or the University-run Counselling service. LMG encouraged the PSF members to be vigilant and to refer any students whom they see or become aware of that are in need of the extra support, to the PEO.

**6. Discussion Items for This Meeting**

*i) Pulse Surveys:*

Results of the December 2020, and March, June and October 2021 surveys are attached. (Feedback on the survey from a member of staff is available in Teams for Committee members.)

*ii) Saying Thank You: ACR's verbal report following his consultation with Professors.*

**7. Next Discussion Item(s)**

**8. Any Other Business**

**9. Date of Next Meeting**