

TERMS OF REFERENCE

Purpose

- Advise the Edinburgh Neuroscience (EN) Board as well as the EN leadership team to ensure that Equity, Diversity and Inclusion (EDI) principles are embedded in all EN's initiatives and activities.
- Work together to remove any barriers to inclusion and ensure that all colleagues feel that they belong at EN and are able to fulfil their potential.

Operating Principles

- We aim to support each other across the EN community and recognise the emotional load and sensitivities around EDI.
- We aim to encourage all colleagues to share any EDI-related concerns they may have; being open to feedback, valuing different perspectives and ensuring that everyone feels heard.

Members

The group was initially convened via open call circulated to Edinburgh Neuroscience mailing list, running from February to March 2025.

Inaugural members of the panel are:

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| • Catherine Abbott (co-Chair) | • Cristina Martinez Gonzalez |
| • Katharine Dobson | • Arish Mudra Rakshasa-Loots |
| • Rana Fetit | • Fiona Ramage |
| • Sofia De La Fuente Garcia | • Charlotte Repton |
| • Malcolm MacLeod (co-Chair) | • Carole Torsney |
| • Marja Main (clerk) | |

Joining and leaving the panel & length of service

Panel members are generally expected to serve for three years, with an option to extend for a further three years. However, they are free to step down earlier for any reason. Departing members will be replaced in discussion with the panel, with the aim of retaining as broad a representation of different perspectives as possible.

Key Activities & Responsibilities

- Ahead of each EN Board meeting, the panel will review the proposed agenda and papers (unless confidential) and provide feedback and suggestions around the topics from an EDI standpoint

- If any panel member would like to bring another topic to the Board's attention, they can raise this during agenda review
- The panel will consult on EN activities and initiatives such as plans for events or funding calls, as requested by EN leadership team
- The panel will engage with the wider EN community to provide a space for suggestions and conversations about EDI issues, which they will relay to the rest of the panel, the EN leaderships team and Board
- To facilitate engagement, the panel will raise and maintain its own visibility among the EN community through, for example, hosting a dedicated table at EN events
- The panel will, collectively, keep informed of University-wide EDI initiatives, ensuring alignment with HR and other University EDI-related groups
- When required, the panel will contribute to the creation of relevant resources such as guidance for line managers on reasonable adjustments
- Review the Terms of Reference at least once per year to ensure it remains relevant.

Means of communication & meetings

- A sympla mailing list and a dedicated Microsoft Team exist for this panel. New members will be added to these and departing members can choose whether to stay on or not.
- The panel will meet approximately three times a year, aligned to the EN Board meetings.
- Meetings will be in person but a remote attendance option will be offered.

Background

[Strategy 2030](#) outlines the University's commitment to equality, diversity and inclusion - "We are diverse, inclusive and accessible to all". Edinburgh Neuroscience seeks to lead the way on best practice on EDI at the University, creating a workplace in which all members understand and embrace EDI as we move beyond awareness to intentional action.

This panel builds on previous work by Diversity@EN, which brought together members of the community who were interested in advancing EDI at EN between 2019 and 2021. While Diversity@EN held fruitful conversations, its intentional lack of structure and leadership made it difficult to follow up on actions. On becoming EN Co-Directors, Professors Abbott and Macleod decided to form this advisory panel with a clear remit to consult on the Board's business and EN activities and initiatives.

The group met for the first time in August 2025, defined initial ways of working and shared many ideas for advancing EDI at EN. The initial Terms of Reference were drafted on the basis of this meeting.

Diversity is infinite, whereas our collective capacity for action is finite. As such, the EN EDI Advisory panel will be informed by a collectively agreed priority list, while remaining flexible

and open to evolving areas of focus as we engage with the wider EN community and understand its needs.

Our Definition of EDI

In our context, EDI ("Equity, Diversity, and Inclusion") refers to a set of principles through which we seek to ensure that people from a range of backgrounds and personal identities are able to become and remain EN members, feel welcomed and included in our community, and have access to opportunities for achieving their potential. "Personal identities" may refer to socio-political categorisations including, but not limited to, gender, ethnicity, religion, sexual orientation, disability, age, and neurodivergence.