

## UNCONFIRMED MINUTES

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|----------------------|---|
| <b>MEETING</b>       | College of Business and Economics Gender Equity Committee   |
| <b>MEET NO.</b>      | 18/02   |
| <b>PRESENT</b>       | Associate Professor Sarbari Bordia (Chair)<br>Professor Steven Roberts, Interim Dean CBE (Ex officio)<br>Associate Professor Meijun Qian (RSFAS)<br>Dr Sander Heinsalu (RSE)<br>Dr Alicia Jiang (RSA)<br>Richard Farran (HR Manager)<br>Mick Meece (CBE Administration) |
| <b>IN ATTENDANCE</b> | Professor Juliana Ng (Director RSA)<br>Professor Rabee Tourky (Director RSE)<br>Professor Giles Hirst (Interim Director RSM)<br>Dilnoza Ubaydullaeva (secretariat)  |
| <b>APOLOGIES</b>     | Associate Professor Steve Sault (Interim Director RSFAS)  |
| <b>VENUE</b>         | Board Room, Level 2, Building 26C   |
| <b>DATE/TIME</b>     | Thursday, 31 May 2018 / 11am  |
| <b>CONTACT</b>       | Richard Farran via <a href="mailto:Richard.Farran@anu.edu.au">Richard.Farran@anu.edu.au</a> or ext 55058  |

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### 1. INTRODUCTIONS

The Chair welcomed the members and the guests present.

### 2. ITEMS FROM RESEARCH SCHOOL DIRECTORS

Research School of Economics Scheme for developing women academics

RSE Director reported on the RSE Scheme for women academics under which academics are sent to leading universities to do their research. RSE Director has agreed to talk to the participants of the Scheme on their experiences. Following his talks, RSE Director will prepare a memo for the Committee. Other Research Schools within CBE might consider introducing similar schemes.

**Action Item:** RSE Director to prepare a memo for the CBE Gender Equity Committee on this scheme.

### 3. PREVIOUS MINUTES AND ACTION ITEMS

The Committee members unanimously endorsed the minutes of Meeting No. 18/1 held on March 22, 2018.

The HR Manager briefed the Committee members on the updated table of action items from the previous meeting.

| ITEM ID | ACTION ITEM  | WHO                                    | STATUS   |
|---------|--|--|--|
| 3.1     | Project Manager, SAGE to attend the CBE Executive Committee Meeting on April 11 to talk about the SAGE at ANU.   | Project Manager, SAGE                  | Completed. SAGE Project Manager attended May meeting of CBE Executive.   |
| 3.2     | CBE Gender Equity members to decide on whether they want to invite the DORS to attend the start of, or full, Committee meetings.   | Members of CBE Gender Equity Committee | Completed 6 April 2018. Members agreed that DORS be invited to attend either start or all of meetings at their discretion. |
| 4.1     | CBE HR Manager to complete the web page of the Committee and update the committee on this.   | CBE HR Manager                         | Completed 19 April 2018. Email sent to all CBE staff.  |
| 4.2     | CBE HR Manager to email the members and the ANU SAGE representatives the dates of the Committees meetings for this year.   | CBE HR Manager                         | Completed 6 April 2018.  |
| 6       | Meijun to confirm whether she will brief the Committee about the RSFAS gender equity for at the next meeting of the Committee or invite the Interim Research School Director to do this. | Meijun Qian                            | Completed. Confirmed that Steve Sault will speak with Committee about this at meeting scheduled for July 26.               |

#### 4. TOPICS RAISED BY COMMITTEE MEMBERS

The Committee members discussed the topics raised by the representatives of CBE Research Schools.

##### 1. College-level research grants for family-primary-carer colleagues to support their research progress;

CBE HR Manager mentioned that there is a Carer's Development Assistance Fund that is run centrally. However, due to accessibility issues (such as the requirement to submit formal invoices and care arrangement plans prior to getting the fund), many academics complained about the ineffectiveness of this scheme. The Committee members exchanged ideas on replicating the Scheme at the College level. The CBE Interim Dean suggested this feedback should be communicated to the Human Resources Division.

**Action Item:** CBE HR Manager to consolidate inaccessibility issues with the Carer's Development Assistance Fund and provide this feedback to the Human Resources Division.

**Action Item:** CBE HR Manager to draft a College level scheme to compliment the Carer's Development Assistance Fund. The CBE Interim Dean will then bring the matter to Provost's attention.

##### 2. Whenever there are activities beyond regular working hours (evening events, weekend events, or workshop till 6 pm), have some options for childcare arrangement.

The members agreed that scheduling public lectures and events, where possible, within work hours is the main solution to this issue.

**3. Child-sized desk and chair for people who bring a child to their office for a few hours, so the child can do homework or draw. Maybe some toys as well.**

Due to WHS requirements there are risks associated with providing furniture for children in the workplace. The Committee members agreed to review ANU policies around children in the workplace.

**Action Item:** CBE HR Manager to review the ANU Policies around children at the workplace and communicate to CBE staff.

**4. Back-up emergency child care. So when your kid is too sick to go to childcare and you have a deadline, you do not have to stay at home with them. Cambridge, Stanford and others offer this.**

The Committee members discussed potential concerns and risks with introducing back-up emergency care arrangements, including when children are sick, parents should not be pressured to still attend work events.

**Action Item:** CBE HR Manager to review what Cambridge and Stanford offers in this regard and advise the Committee on this.

**5. Have online broadcast of seminars, encourage usage of video conferences whenever possible.**

Given some sensitivities around some seminar topics, not all seminars can be recorded. It was agreed that this was a Research School level decision and that obtaining seminar speakers' permission for recording the seminar (prior to the event) was important. It was suggested that for those who cannot attend seminars/events, slides/papers of the events could be made available. Online broadcast of all seminars/ events may potentially discourage people from physically attending the events.

**6. It would be great to have one or two events per year providing female faculties with networking opportunities within CBE and with outside female academician.**

The Committee had discussions about an event of this nature.

**Action Item:** Sarbari, Meijun and CBE HR Manager to have a separate meeting to develop a scoping document for this.

**7. Have at least two professional development/social events for female faculty (male welcome), have guest speakers. Offer leadership courses for women.**

**Action Item:** Sarbari, Meijun and CBE HR Manager to have a separate meeting to develop a scoping document for this.

The discussion of other raised topics will continue at the next meeting.

**5. Other business**

**Breastfeeding room in CBE**

The CBE Interim Dean raised the matter around breastfeeding facilities on campus and referred to [a recent article](#) in the *Canberra Times*. Currently there is a parents room in the CBE Building, however there are new and existing staff and students who may not know about it.

**Action Item:** CBE HR Manager to check if students can access the parents room in CBE and communicate to all staff and students.

**Prayer Room for Female students**

RSE Director reported on female students' concerns on the unavailability of prayer rooms for female students in CBE. Currently, there is no prayer room for female students in CBE.

**Action Item:** CBE HR Manager to investigate what prayer room options are available on campus and advise the Committee, staff and students.

| <b>ITEM ID</b>     | <b>ACTION ITEM</b>  | <b>WHO</b>                                      | <b>STATUS</b> |
|--------------------|---|---|---------------|
| <b>2.1</b>         | RSE Director to prepare a memo for the CBE Gender Equity Committee on this scheme.  | RSE Director                                    | <b>NEW</b>    |
| <b>4.1</b>         | CBE HR Manager to consolidate inaccessibility issues with the Carer's Development Assistance Fund and provide this feedback to the Human Resources Division.                  | CBE HR Manager                                  | <b>NEW</b>    |
| <b>4.2</b>         | CBE HR Manager to draft a College level scheme to compliment the Carer's Development Assistance Fund. The CBE Interim Dean will then bring the matter to Provost's attention. | CBE HR Manager                                  | <b>NEW</b>    |
| <b>4.3</b>         | CBE HR Manager to review the ANU Policies around children at the workplace and communicate to CBE staff.  | CBE HR Manager                                  | <b>NEW</b>    |
| <b>4.4</b>         | CBE HR Manager to review what Cambridge and Stanford offers in this regard and advise the Committee on this.  | CBE HR Manager                                  | <b>NEW</b>    |
| <b>4.5 and 4.6</b> | Sarbari, Meijun and CBE HR Manager to have a separate meeting to develop a scoping document for this.   | Sarbari Bordia<br>Meijun Qian<br>CBE HR Manager | <b>NEW</b>    |
| <b>5.1</b>         | CBE HR Manager to check if students can access the breastfeeding room in CBE and then communicate to all staff and students.  | CBE HR Manager                                  | <b>NEW</b>    |
| <b>5.2</b>         | CBE HR Manager to investigate what prayer room options are available on campus and advise the Committee, staff and students.  | CBE HR Manager                                  | <b>NEW</b>    |