

CONFIRMED MINUTES

MEETING	CBE Gender Equity Committee
VENUE	Board Room, Level 2, CBE, Building 26C
DATE/TIME	Thursday 21 February 2019, 11am-12pm
CONTACT	Richard Farran via Richard.Farran@anu.edu.au or ext 55058
COMMITTEE MEMBERS	Associate Professor Meijun Qian, Research School of Finance, Actuarial Studies and Statistics (Chair) Professor Steven Roberts, College Dean (Ex Officio) Mr Richard Farran, CBE HR Manager Dr Sarah Adams, Research School of Accounting Dr Sally Curtis, Research School of Management Dr Ruitian Lang, Research School of Economics
IN ATTENDANCE	Professor Rabee Tourky, Director, Research School of Economics Associate Professor Sarbari Bordia, Interim Director, Research School of Management Associate Professor Steve Sault, Interim Director, Research School of Finance, Actuarial Studies and Statistics Ms Nicola Hall-Travini, Executive Assistant to the Dean, College of Business and Economics Ms Hayley Molloy, Executive Officer, College of Business and Economics
APOLOGIES	Dr Sander Heinsalu, Research School of Economics Professor Juliana Ng, Director, Research School of Accounting Mr Mick Meece, CBE Administration

Part 1. Introductions

The Chair welcomed the members noting that Sarah Adams, Sally Curtis and Ruitian Lang were new members attending their first meeting. The Dean welcomed Meijun Qian as the new committee Chair. Sarbari Bordia was thanked for all her work as previous Chair of the committee.

Update from the Dean

The Dean noted that there is now an overarching University committee; the IDEA (Inclusion, Diversity, equity and Access) committee, which encapsulates RAP, Gender Equity and Access and Inclusion. The Dean noted that the CBE RAP Committee will remain a stand-alone Committee. However, he suggested that the Gender Equity Committee be broadened to cover the other IDEA areas. It was agreed that further information will be circulated to the Gender Equity Committee about the broadening of the Committee scope.

The Committee discussed training workshops for College staff in areas of diversity such as cultural diversity. It was agreed that the HR Manager would explore training options including the existing action item for unconscious bias training to assess the suitability for the College.

Action: CBE Dean to circulate the papers on the IDEA Committee framework and structure.

Action: Executive Officer to develop draft Terms of Reference for a CBE IDEA Committee.

Action: HR Manager to explore training offerings with Central HR Division.

Update from the Chair

The Chair noted that the initial plan for the first half of 2019, aside from working on items that come up from meetings and feedback, was also to review the big picture in term of what the Committee wanted to achieve, what has already been accomplished by the Committee and identify items yet to be completed. The second half of 2019 will look into any new tasks that the committee should undertake.

Part 2. Items from Research School Directors

Research School of Finance, Actuarial Studies and Statistics

The Interim Research School Director noted that the first School Gender Equity Forum was held in 2017 with an upcoming forum scheduled for March 2019. The previous forum consisted of two sittings; women only and a combined gender session run by an ANU academic staff member. The upcoming Forum will consist of three sessions facilitated by an external contractor:

1. Women only;
2. Men only;
3. Combined.

Research School of Economics

The Research School Director briefed the Committee on an initiative within the School to assist junior women academic staff. He noted that he has approved for three women academics to be temporarily based at universities in North America to build their professional networks, collaborate with peers and progress their development as academics.

Part 3. Previous Minutes and Action Items – Attachment 1

The Committee unanimously endorsed the minutes of meeting no. 18/5 held on 29 November 2018.

The HR Manager briefed the Committee on the status of the current action items.

ITEM ID	ACTION ITEM	WHO	COMMENTS/UPDATES	STATUS
2.1-18.02	RSE Director to prepare a memo for the CBE Gender Equity Committee on this scheme.	RSE Director	21/2 – Director briefed the Committee verbally. Comments in part 2.	Closed
2.1-18.05	HR Manager to coordinate the organisation of the Gender Equity Forum for professional staff—including CBE Schools.	HR Manager	21/2 – This will be open to all professional CBE staff. An external facilitator will be engaged to coordinate this Forum. This will be run in the first half of 2019.	In progress
2.1-18.05	HR Manager to coordinate with the CBE Research Services Office a look into the statistics and potential reasons why men seem to be more successful in winning external research grants.	HR Manager	21/2 – The HR Manager will obtain statistics and provide data to the committee for review.	In progress
4.2 -18.04	HR Manager to talk to CBE Communications team to arrange that CBE GEC webpage is easily accessible at CBE main website.	HR Manager	21/2 – Website is 3 clicks from CBE homepage. About>Governance>information on all CBE Committees including Executive.	Closed

4.3 - 18.03	HR Manager to consult with CBE Dean on launching Gender Equity Seminar Scheme.	HR Manager/Dean	21/2 – Agenda item – Late paper. 17/18 – Feedback provided that scheme should offer event support rather than funding. Draft scheme to be reworked. 29/11 – With Communications Manager for consideration. CBE was going to offer the schools \$40,000, however, it was noted that they are in surplus so this funding can be used with the Scheme.	In progress
4.3- 18.04	HR Manager to talk to CBE Dean on placing the edited minutes of CBE GEC Meetings on CBE's staff intranet site (so that it is accessible to CBE staff only)	HR Manager/CBE Dean	21/2 – Complete.	Closed
5- 18.05	The HR Manager will determine the best contact to proceed with gender equity and female scholarships and invite them to the next Gender Equity meeting.	HR Manager	21/2 – The CBE Scholarships team is the most appropriate contact for this topic. It was noted that there are two new donor led undergraduate female scholarships for finance and economics. The Committee was unaware of these scholarships. The scholarships team gave confirmation that any scholarship can be created for Schools. The Committee decided new scholarships are to be considered by schools individually. Concern was raised in relation to whether international students were receiving scholarships. Sarbari Bordia will discuss international status with Juliana Ng. CBE Dean will confirm process with the scholarships team. It was queried if there is a PHD scholarship option to help with young families. Action: Sarbari Bordia will discuss international status with Juliana Ng. Action: CBE Dean to confirm process with the scholarships	In progress

			team and HDR Director.	
5-18.05	The HR Manager will circulate 2019 Gender Equity meeting dates.	HR Manager	21/2 – 2019 committee dates have been circulated.	Closed

Part 4. SAGE Workshops

Committee members attended recent SAGE workshops on the following topics and reported key points back to the Committee.

Promotions

- Gender equity action plan – next step for ANU
 - o Dissatisfaction that existing channels not involved in a structured way
- Concern about promotions criteria
 - o There is a variation between schools and colleges and how they are applied
 - o Early Career Researchers – discussion around whether applicants who are being put forward for positions are being promoted for potential or achievements.
 - o Is the 2-year rule leading to excessive conservatism where unsuccessful applicants were not applying unless they were absolutely confident of success?
 - o Heads of schools to be asked why women aren't being promoted
- Expectations of leadership in more senior roles
 - o Observations that many senior women had administration leadership roles while men are achieving high research roles
 - o Concern that leadership limits research impacts
 - o Perception of demands of additional leadership responsibilities discourage women from applying for promotions
 - o Noted that the effort from D to E promotion kills research
- Observers
 - o Gender equity observer in promotions process to report back on process
 - o Someone considering applying to sit in on panel to build confidence
- Reliance on informal networks for support on promotion
 - o Opportunity to hear from people who have been successful/not successful
- Need for sponsorship in the promotions process not just mentoring applicants.
 - o Prospect for meeting new people and networking.
- Data – Opportunity to diagnose issues in the promotion process
 - o Applications for promotion process not just success
 - o Length of time at levels for promotion
 - o Age of promotion – why there is a 20 year gap at Level E between men and women

Flexible Work

- Resources of day care and primary care
 - o Currently not sufficient
 - o Important for academics
- Parenting facilities not easy to find at ANU due to lack of maps
- Transparency in teaching loads
 - o Same loads for full-time and part-time academics
 - o Part-time academics require a lesser load
- Flexible work not working for academics as although their loads state 30 hours they are finding workloads of 60+ hours
- Parking

- Cannot find parks after the school drop off time
- Offer discounts for staff with kids due to less time in spot

It was noted that some of this information has been discussed in previous meetings. There are signs indicating where parenting facilities are located.

Career Pipeline

- Investments versus ANU commitments
- IDEAS Committee
 - Diversity
 - Equity issues – What to do when a female academic feels like someone has taken her idea
- Probation periods
 - Longer work contracts for contract workers
 - Helps long term with pipeline
- ANU to review tenure process
 - Recommendations to the Dean who will pass to Schools

ANU Policies

- External representative – Luby Simson facilitated the workshop
- Access to data
 - Gender equity transparency – results currently not being released if they show the University in a bad light
- Policies for grievances
 - Currently potential for conflict of interest in grievances ensuing in unfair results.
 - Discussion for a formal dispute process outside the college
- Dean of staff
 - Positive process
- Parking
 - Paying for parking while on maternity leave to ensure their park is there on return
- Looking at policy through a gender lens to ensure there is no gender equity issues

It was noted that there are frameworks in place for disputes at ANU. Grievances are attempted to be resolved in a fast, local and informal manner to ensure all parties are satisfied. There is always an opportunity to take a support person to these meetings. More formal processes are typically initiated if there are allegations of serious misconduct.

Part 5. School Representative updates (not covered due to time constraints)

1. School representatives to give brief report on how this Committee has helped their School;
2. School representatives to share ideas for how this Committee could help their School;
3. School representatives to share initiatives that their School has undertaken in support of gender equity.

The Research School of Accounting representative noted that the School will host Professor Izan from University of Western Australia from 29-30 April. Professor Izan will meet with ECRs in the School to provide support in research and developing their careers in academia, with a focus on junior female academics.

Part 6. Gender Equity Seminar Scheme update (not covered due to time constraints)

Mr Farran

Part 7. Recap on Previous Topics Raised by Committee Members – Attachment 2

The HR Manager provided some updates on the topics raised by members in 2018.

Events and Seminars

Topic	Comments
<p>Keep meetings from overrunning past work hours. For example, a meeting scheduled for 3.30pm-4.30pm should not run past 5pm. The cause of overruns seems to be that senior staff like to talk at length and nobody stops them. Junior staff are obviously reluctant to cut short senior people's speeches. Other senior people don't do it either.</p>	<p>This item is ongoing. The HR Manager will discuss with the Dean sharing this feedback with the College Executive. It was recommended that the schools are mindful of times and pass this on to other teams.</p> <p>Action: HR Manager to discuss with the Dean.</p>

Human Resources

Topic	Comments
<p>Offer (probably compulsory) courses in unconscious bias training (for everyone).</p>	<p>The ANU offers courses in unconscious bias. It was noted that the existing courses are not well attended. The HR Manager will examine the courses and look into delivering a training session specifically for CBE. The committee discussed the option of holding refresher courses every 5 years.</p> <p>Action: HR Manager to explore training offerings with Central HR Division.</p>
<p>In response to the new ANU paid parental leave scheme, it might be conducive to have some management initiatives to encourage male faculties to take the leave, which will promote the culture change within CBE/ANU.</p>	<p>Information relating to parental leave has now been linked to the CBE website.</p> <p>Action: This topic is complete and can be removed for the next meeting.</p>

Other

Topic	Comments
<p>Can the college sets up an online poll for colleagues to voice their gender equity related issues/concerns/suggestions anonymously?</p>	<p>The Voice survey is conducted every 2 years. The last survey took place in October 2018 and the results will be released to College Executive staff before being circulated to other staff. Results related to gender equity will be shared with the Committee.</p>

	Action: Voice Survey results to be shared with the Committee, once available.
Flexible arrangements for women academics to visit top schools in Europe and US.	RSE Director discussed this at the Committee meeting on 21 February. See Part 2 (above).

Part 8. Other business

Nil