

CONFIRMED MINUTES

MEETING	CBE Gender Equity Committee
VENUE	Board Room, Level 2, CBE, Building 26C
DATE/TIME	Thursday 18 April 2019, 11am-12pm
CONTACT	Richard Farran via Richard.Farran@anu.edu.au or ext 55058
COMMITTEE MEMBERS	Professor Steven Roberts, College Dean (Ex Officio) Mr Richard Farran, CBE HR Manager (Acting Chair) Dr Sarah Adams, Research School of Accounting Dr Ruitian Lang, Research School of Economics

IN ATTENDANCE

Ms Joanne Fitzpatrick, College General Manager
Professor Juliana Ng, Director, Research School of Accounting
Associate Professor Sarbari Bordia, Interim Director, Research School of Management
Ms Sue Webeck, ANU Respectful Relationships Unit
Mr Ben Gill, ANU Respectful Relationships Unit
Ms Samantha Fischetti, Executive Assistant to the Dean, College of Business and Economics (Secretary)

APOLOGIES Associate Professor Meijun Qian, Research School of Finance, Actuarial Studies and Statistics (Chair)
Associate Professor Steve Sault, Interim Director, Research School of Finance, Actuarial Studies and Statistics
Professor Rabee Tourky, Director, Research School of Economics
Dr Sander Heinsalu, Research School of Economics
Mr Mick Meece, CBE Administration
Dr Sally Curtis, Research School of Management

Part 1. Introductions

HR Manager, Richard Farran advised members that Meijun Qian was an apology for the meeting. The Committee agreed for the HR Manager to Chair the meeting. The Chair welcomed the members noting that Samantha Fischetti, was the new Committee Secretary, attending her first meeting.

Part 2. ANU Sexual Violence Prevention Strategy

The Respectful Relationships Unit (RRU) briefed the Committee on the concept of RRU and provided an overview of the ANU Sexual Violence Prevention Strategy. Sue Webeck, Head of the RRU informed the Committee that the RRU is intended to be a coordination unit that will manage primary prevention efforts, including training, education, community campaigns and information.

The Unit will coordinate reporting of instances of sexual assault and sexual harassment and will provide a case support response, providing appropriate referral and support for survivors of sexual assault and sexual harassment. Support and advice is intended for both ANU staff and students.

Attachment: ANU Sexual Violence Prevention Strategy

Part 3. CBE IDEA (Inclusion, Diversity, Equity and Access) Committee update

Professor Roberts and Mr Farran

Update from the Dean

The Dean noted that the University has changed its structure and created an IDEA (Inclusion, Diversity, equity and Access) Committee, which encapsulates gender equity and broader areas of equity and diversity.

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. The Committee discussed inviting new members Dr Jenni Bettman, Director of Students and Learning and a representative from the CBE WHS and Infrastructure team. Suggestion was made for a Student Representative to join the Committee.

The Dean noted the Terms of Reference (ToR) for a CBE Inclusion, Diversity, Equity and Access (IDEA) Committee will be circulated to members for comment. The Dean informed the Committee a one-page document summarising the progress on IDEA initiatives for the College will need to be provided to the Provost before the next IDEA Oversight Committee meeting.

Action: CBE Dean to circulate the Terms of Reference (ToR) to Committee members.

Action: HR Manager to draft a one-page document summarising progress on IDEA initiatives for the College.

Action: Dr Luby Simson, Executive Officer, PVC University Experience will be invited to the next CBE Gender Equity Committee meeting.

Action: EA to contact Provost's office regarding the dates for the 2019 IDEA Oversight Committee meetings.

Action: HR Manger to discuss with Dr Jenni Bettman, potential Student Representative to join the Committee.

Part 4. Items from Research School Directors

Research School of Finance, Actuarial Studies and Statistics

No comments were provided by the Interim Research School Director.

Research School of Accounting

No comments were provided by the Research School Director.

Part 5. Previous Minutes and Action Items – Attachment 1

Dr Sarah Adams, noted the following change to the minutes of the previous meeting.

Research School of Accounting

The Research School of Accounting will host Professor Izan from University of Western Australia from 29-30 April. 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.

The Committee unanimously endorsed the minutes of meeting held on 21 February 2019.

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

ITEM ID	ACTION ITEM	WHO	COMMENTS/UPDATES	STATUS
2.1-18.05	HR Manager to coordinate the organisation of the Gender Equity Forum for professional staff including CBE Schools.	HR Manager	<p>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.</p> <p>18/4 – The HR Manager will provide the external facilitators report to the Dean, DoRs and CBE Gender Equity Committee members after the Forum.</p> <p>The Dean requested that the Voice Survey Results be considered as an item in the Gender Equity Forum.</p>	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	<p>21/2 – The HR Manager will obtain statistics and provide data to the committee for review.</p> <p>18/4 – The HR Manager will provide data to the committee for review in the next meeting.</p>	In progress
4.3 - 18.03	HR Manager to consult with CBE Dean on launching Gender Equity Seminar Scheme.	HR Manager/Dean	<p>21/2 – Agenda item – Late paper.</p> <p>17/18 – Feedback provided that scheme should offer event support rather than funding. Draft scheme to be reworked.</p> <p>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.</p> <p>18/4 – The HR Manager advised the Gender Equity Seminar Scheme proposal will go to the Research School Director for consideration then to the GEC Committee for approval. Once approved the Comms team will be informed for implementation.</p> <p>Action: HR Manager to follow up with the Comms team regarding the operations timeframe.</p>	In progress

<p>5-18.05</p>	<p>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.</p>	<p>HR Manager</p>	<p>21/2 – The CBE Scholarships team is the most appropriate contact for this topic.</p> <p>It was noted that there are two new donor led undergraduate female scholarships for finance and economics. The Committee was unaware of these scholarships.</p> <p>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.</p> <p>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.</p> <p>It was queried if there is a PHD scholarship option to help with young families.</p> <p>Action: Sarbari Bordia will discuss international status with Juliana Ng.</p> <p>18/4</p> <p>Action: CBE Dean to confirm process with HDR Director before next GEC meeting.</p>	<p>In progress</p>
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Part 6. Recap on Previous Topics Raised by Committee Members

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</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>staff are obviously reluctant to cut short senior people's speeches. Other senior people don't do it either.</p>	<p>Action: HR Manager to discuss with the Dean.</p> <p>18/4 – Completed</p> <p>HR Manger raised concerns with the Committee and asked the Research School Directors to ensure meetings are held between office hours in their areas.</p>
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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>18/4 – Completed</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>18/4 – Completed</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> <p>Action: Voice Survey results to be shared with the Committee, once available.</p> <p>18/4 – Completed</p>

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). 18/4 – Completed
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Part 7. School Representative updates

1. Dr Sarah Adams reminded the Committee the Research School of Accounting will host Professor Izan from University of Western Australia from 29-30 April.
2. No concerns were raised by Dr Ruitian Lang for the Research School of Economics.

Part 8. Gender Equity Seminar Scheme update (discussed in Action Items)

Chair/HR Manager

Part 9. Voice Survey Results

Chair/HR Manager

The Chair informed the Committee that ANU Voice Survey presents all full time and part time staff with the opportunity to provide their views on matters affecting their work at ANU. It is conducted anonymously and the results presented in a manner, which will prevent any individual responses from being identified. For the first time in 2018, an abridged version of the survey was available to casual staff.

The Chair presented the Committee with the Voice Staff Survey results from 2018 regarding diversity. Discussion was had on the results and data based on demographics.

The Committee requested for additional cuts to the data, based on demographics listed below.

- Classification Level
- Gender Identify
- Age
- Disability
- Employment Status
- Aboriginal or Torres Strait Islander

Action: EA to contact the ANU Culture and Development office for the additional cuts to the data, based on specific demographics. Results are to be provided to the Committee in the next meeting.

Part 10. Other business

Nil