Gender Equality Steering Group  
Meeting held on 19 December 2014,  
Melville Room, Main Building at 10:30am

✓ = in attendance  A = apology received

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>19/12/14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anne Anderson</td>
<td>AA Convener &amp; Gender Equality Champion</td>
<td>✓</td>
</tr>
<tr>
<td>Lynn Abrams</td>
<td>LA College of Arts Rep</td>
<td>A</td>
</tr>
<tr>
<td>Morag Deans</td>
<td>MD SRC Gender Equality Welfare Officer</td>
<td>✓</td>
</tr>
<tr>
<td>Lindsay Farmer</td>
<td>LFA College of Social Sciences Rep</td>
<td>✓</td>
</tr>
<tr>
<td>Katie Farrell</td>
<td>KF University’s Gender Equality Officer</td>
<td>✓</td>
</tr>
<tr>
<td>Lyndsay Fletcher</td>
<td>LFL College of Science &amp; Eng. Rep</td>
<td>✓</td>
</tr>
<tr>
<td>Cindy Gray</td>
<td>CG College of Social Sciences Rep</td>
<td>✓</td>
</tr>
<tr>
<td>Liam King</td>
<td>LK SRC Vice President Student Support</td>
<td>✓</td>
</tr>
<tr>
<td>Richard McCulloch</td>
<td>RM College of MVLS Rep</td>
<td>A</td>
</tr>
<tr>
<td>Stephen Marritt</td>
<td>SM College of Arts Rep</td>
<td>A</td>
</tr>
<tr>
<td>John Marsh</td>
<td>JM College of Science &amp; Engineering Rep</td>
<td>✓</td>
</tr>
<tr>
<td>Fiona McLachlan</td>
<td>FM HR - College of MVLS</td>
<td>✓</td>
</tr>
<tr>
<td>Joelle Prunet</td>
<td>JP College of Science &amp; Engineering Rep</td>
<td>A</td>
</tr>
<tr>
<td>Elaine Reid</td>
<td>ER HR - College of Social Sciences</td>
<td>✓</td>
</tr>
<tr>
<td>Mira Sundara Rajan</td>
<td>MSR College of Social Sciences Rep</td>
<td>A</td>
</tr>
<tr>
<td>Mhairi Taylor</td>
<td>MT Equality and Diversity Manager</td>
<td>✓</td>
</tr>
<tr>
<td>Paul Welsh</td>
<td>PW College of MVLS Rep</td>
<td>✓</td>
</tr>
<tr>
<td>Simon Wilson</td>
<td>SW HR - College of Science &amp; Eng.</td>
<td>A</td>
</tr>
<tr>
<td>Janell Kelly</td>
<td>JK Equality and Diversity Unit (Clerk)</td>
<td>✓</td>
</tr>
</tbody>
</table>

1. **Welcome, Apologies and Introductions**
   AA welcomed colleagues to the meeting and noted there were number of new members in attendance and invited introductions.

   AA acknowledged the apologies received.

2. **Minutes from previous meeting - 30 September 2014**
   The minutes were approved.

3. **Matters Arising from the previous meeting – Paper 1**
   **Action Point 1 – Maternity & Paternity Leave**
   Members noted the University had agreed maternity funding would be provided for LKAS Fellowships.

   MT to confirm what arrangements are in place for University and College based PhD Scholarships.

   **ACTION: EDU**
Action Point 4 – University Nursery
MT to follow up with David Newall to see if any progress had been made with extending the capacity and the possibility of new premises.

**ACTION: EDU**

Action Points 11 – Academic Returners & Research Support
AA advised members SMG had approved the introduction of the scheme as proposed by GESG.

AA noted funding for the scheme would be provided from College budgets. The intention is for discussions relating to returning to research and utilisation of the scheme to form part of the initial maternity leave discussions.

MT highlighted a qualifying length of leave would be required before funding scheme can be accessed. MT confirmed she would produce guidance; ensuring there is flexibility in how the funds can be used.

**ACTION: EDU**

MT noted the new scheme would be reviewed once more information on the implementation of Shared Parental Leave, due in April 2015, was available.

Action Point 15 – AS Mentoring Programme
AA noted more mentors had volunteered for the programme within MVLS.

FM provided members with the latest statistics on the number of matched mentee/mentor partnerships (58) within MVLS, noting there were 3 unmatched mentees. These were in higher graded roles which meant it had proved difficult to find suitable mentors, however this was being pursued.

3.1 Action Points 5, 6 & 7 – Review of GESG Terms of Reference – Paper 2
Members agreed the new wording for the first bullet point of the Terms of Reference, as shown in Paper 2.

Members discussed the need to clarify the role of members and ensure the effective two way communication between the Schools/Colleges and GESG. Members noted whilst some may have a forum to discuss gender equality issues within their own areas/Schools, most did not have access to College Management Groups (CMG) where many decisions were taken.

MT advised MVLS were considering appointing a College based Gender Champion who would sit on their CMG. AA welcomed this and asked MT to explore this proposed role.

**ACTION: EDU**

3.2 Action Points 12 – Reader position analysis – Paper 3
KF reminded members EDU had been tasked with looking at whether the academic grade of Reader was more gender biased towards females. She tabled an updated version of Paper 3. She advised the statistics show this is not the case.
AA highlighted the need to make staff aware of the different promotion routes available to them. She asked for some information on this to be made available on HR’s promotions webpage.

**ACTION: HR PPR Team**

KF noted, in response to the suggestion that GESG review more data on the different career paths, since many of the nuances of the different routes would be discipline related, it would be more appropriate for individual Schools/Research Institutes Self Assessment Teams to look at this.

### 3.3 Action Point 13 – International Women’s Day (IWD) 2015 Proposal – Paper 4

Members approved the proposed style of event. EDU to take forward.

**ACTION: EDU**

KF noted the student society, Successful Women at Glasgow (SWAG), had already arranged a number of high profile speakers for events at the University in the upcoming year. KF advised DAO were now involved with arrangements and advertising/promotion for a number of these.

KF agreed to circulate dates and details of the SWAG talks to members and to provide LK with contact details for SWAG representatives.

**ACTION: EDU**

### 3.4 Action Point 14 – Athena SWAN Application Feedback Summary – Paper 5

KF noted the Application Feedback Summary had been updated to include the feedback from the most recent successful Bronze Award applications. She advised it would be updated on an ongoing basis as each awards round feedback is received and confirmed this would be provided to all Self-Assessment Teams going forward.

Members suggested this should also be provided to all School and College Management Groups to raise awareness of gender equality issues across the University.

**ACTION: EDU**

KF advised she had met with those ‘departments’ considering applying for Silver awards. MT welcomed the suggestion of a future AS Network event being run as a workshop on ‘Bronze to Silver’ and agreed to look at inviting existing Silver Award holders from other institutions in order to gain from their experience.

**ACTION: EDU**

AA noted all other actions were either marked as complete, shown with relevant updates on Paper 1, or were on the agenda for further discussion.
(The agenda order was amended due to the discussion)

4. Athena SWAN/GEM Submission Timeline and Discussion – Paper 8
5. ECU Consultation: aligning Athena SWAN and GEM – Paper 7

MT noted the University’s current AS Bronze award is valid until April 2016, at which point the Bronze award must be at least renewed. She advised institutions cannot apply for a Silver AS award until the majority of their ‘departments’ held a bronze departmental award. KF highlighted, of the 114 AS Charter Members, only 5 UK universities currently hold Silver institutional awards.

Members reviewed Papers 7 & 8 and debated the merits and feasibility of the University applying for a Silver award in April 2016, noting the following:

- Any funding body restrictions regarding AS awards relate to ‘departmental’ award levels, not institutional award levels.
- Where a re-submission is required, it is vital to ensure AS values are supported and embedded within the ‘department’ and not to rush the follow-up application.
- If ‘departments’ start the AS process, momentum must be kept up.
- The University does have ambition to apply for Silver in April 2016 but changes in the Award, resulting from the alignment of Athena SWAN and GEM, as shown in Paper 7, may mean it is more realistic to renew the Bronze award.

6. Updated University Athena SWAN Bronze Award Action Plan – Paper 6

Members reviewed the updated Action Plan, and discussed those areas where work is required. The EDU team agreed it would:

- Action 1.2.1 – discuss the need for writing a specific policy with the EDSC.
- Action 1.3.1 – update the ‘Pyramid of Power’ and bring to the next meeting.
- Action 2.1.1 – ensure HR Recruitment are querying appointment panel make up if gender balance/one person minimum is not being met.
- Action 2.1.1 – contact SDS to review how Recruitment and Selection training is offered and if changes can be made in order to encourage more women to attend.
- Action 2.3.1 – reword action plan to show current status.
- Action 2.3.1 – discuss with HR Recruitment how they assist Schools with suggestions on alternative job sites/forums.
- Action 2.3.4 – provide HR Recruitment with appropriate wording asap.
- Action 3.1.10 – organize Focus Groups to discuss this, although local SATs should be looking at this area.
- Action 3.3.4 – reword
• Actions 4.3.1 & 4.3.2 – develop costings for these proposed scheme.
• Action 6.3.3 – approach both Vice Principal for Research & Enterprise and Vice-Principal for Knowledge Exchange regarding this.
• Review the document to ensure the appropriate use of the terms Gender and Sex.

**ACTION: EDU**

7. **Student Issues**

7.1 Patriarchitecture – the naming of buildings and spaces – Paper 9

Members welcomed the SRC’s recently approved proposal for an inclusive naming policy for the University’s rooms and buildings.

LK reported, following review by Ann Allen - Director of Estates and Buildings and Cathy Bell - Director of Development and Alumni Office, a draft policy will be taken to the next Estates Committee and then hopefully on to Court for approval.

LK agreed to liaise with Ann Allen to ensure the draft policy includes Schools/Research Institutes, as these areas control their own rooms/lecture theatres.

**ACTION: SRC**

8. **Items for Information**

8.1 Gender (Sex) Extract from 2013-14 Staff Monitoring Report – Paper 10

Members noted this report which was presented for information purposes only.

9. **Any Other Business**

REF 2014 – Gender/Sex related outcomes

In response to LFL’s question, MT noted it was expected a national report regarding all protected characteristics would be produced for the overall statistics relating to the submissions and results from the REF 2014.

MT agreed to approach the Vice Principal for Research & Enterprise to see if the University had received any specific feedback from REF 2014 in relation to Gender (Sex).

**ACTION: EDU**

10. **Date of Next Meeting**

16 April 2015 at 10:30am – Room 656A, Level 6, Main Building