Gender Equality Steering Group  
Meeting held on 15 December 2016,  
Melville Room, Gilbert Scott Building at 10:00am

Attendees:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lynn Abrams</td>
<td>College of Arts Rep</td>
</tr>
<tr>
<td>Elizabeth Adams</td>
<td>Research Strategy &amp; Innovation Rep</td>
</tr>
<tr>
<td>Fergus Brown</td>
<td>Head of Human Resources - MVLS</td>
</tr>
<tr>
<td>Lindsay Farmer - Convener</td>
<td>College of Social Sciences Rep</td>
</tr>
<tr>
<td>Katie Farrell</td>
<td>University’s Gender Equality Officer</td>
</tr>
<tr>
<td>Paul Paterson</td>
<td>College of MVLS Rep and Professional and Support</td>
</tr>
<tr>
<td>Colin McInnes</td>
<td>College of Science &amp; Engineering Rep (Sub)</td>
</tr>
<tr>
<td>Thais Ramdani</td>
<td>SRC Gender Equality Welfare Officer</td>
</tr>
<tr>
<td>Erin Ross</td>
<td>SRC VP Student Support</td>
</tr>
<tr>
<td>Gillian Shaw</td>
<td>Head of Human Resources - Arts</td>
</tr>
<tr>
<td>Linnea Soler</td>
<td>College of Science &amp; Engineering Rep (Sub)</td>
</tr>
<tr>
<td>Mhairi Taylor</td>
<td>Equality and Diversity Manager</td>
</tr>
<tr>
<td>Paul Welsh</td>
<td>College of MVLS Rep</td>
</tr>
<tr>
<td>Janell Kelly</td>
<td>EDU Admin (Clerk)</td>
</tr>
</tbody>
</table>

Apologies (including subs): Anne Anderson, Michael Brady, David Cumming, Ruth Dukes, Cindy Gray, Lyndsay Fletcher, Ian MacLaren, Stephen Marritt, Jöelle Prunet, Lynn Ramsay, Elaine Reid, Simon Wilson

1. **Welcome, Apologies and Introductions**  
L Farmer advised he had been invited to convene this meeting, as A Anderson had been called away on other University business. He noted a number of other apologies had been received.

2. **Minutes of the Previous Meeting – GESG/20161025/Minutes1.0**  
The minutes were approved as an accurate record.

3. **Matters Arising – Paper 1**

<table>
<thead>
<tr>
<th>Action Point 2</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AS Submission Updates</td>
<td>*Research Institutes of Cancer Sciences, and Molecular, Cell and Systems Biology submitted Bronze departmental applications in the November 2016 round.</td>
</tr>
<tr>
<td></td>
<td>*Feedback from the applications made in April 2016 round just received. Institutional Bronze Award feedback had been circulated separately just prior to the meeting and hardcopies were also tabled. K Farrell noted a number of the points for ‘future consideration’ had originally been in the application but had to be cut due to the word count restrictions. K Farrell advised work will continue on the ‘commended’ areas to ensure these either continue or are implemented. Members thanked K Farrell for all her work on the Institutional application.</td>
</tr>
<tr>
<td></td>
<td>*Members noted Paper 7 showed little activity within the College of Social Sciences and asked what was being done to ensure progress is made in this area. K Farrell advised, as well as the two Schools shown in Paper 7, work has also begun with the School of</td>
</tr>
</tbody>
</table>
Education. She advised Athena SWAN work within the Adam Smith Business School will need to be prioritised in line with their requirement to hold a number of professional accreditation schemes.

**Action Point 4**
**Action plan actions**
Convener reminded all members to ensure they are undertaking the actions required within their own Self Assessment Teams and representative areas.

**Action Point 6**
**HeForShe**
K Farrell referred members to Paper 2 which showed University of Oxford and University of Leicester ‘Commitments’ as IMPACT Universities for the UN’s HeForShe campaign. Members noted neither university had committed to compulsory gender sensitivity training for undergraduate and were comfortable other ‘commitments’ were already being mirrored here. It was noted the UN were not taking any more applications for IMPACT University status. It may be able to become a ‘Thematic Champion’ however no information on the criteria for this status is available yet. EDU to continue to liaise with the UN.

**ACTION: EDU**

**Action Point 7**
**2016 Staff Survey Results**
M Taylor advised the tables referred to in the Action Point had not been circulated as the data interrogation tool, provided by Capita (who managed the Staff Survey) used to produce the tables has been found to be inaccurate. There were no plans to reproduce these tables. M Taylor emphasised the overall University results were accurate as these were produced directly by Capita, not via the data interrogation tool.

**Action Point 8**
**Sexual Violence Prevention Training**
The Convener advised Christine Lowther, Director of Student Services, had confirmed as the Student Code of Conduct had been updated to explicitly refer to sexual violence and abuse and a webpage had been created to signpost students to internal and external support prior to the start of the 2016-17 session. The Convener also advised further work is underway, in light of the UUK report and associated guidance (Papers 5 & 6), to review the student conduct and other related policies as well as the complaints management procedures.

Members discussed the related workshops, planned for January 2017 and the need to ensure mechanisms are in place to support any move to a ‘Zero Tolerance’ approach.
- E Adams requested PGR experiences/situations are discussed as part of the workshops.
- G Shaw noted if staff matters are also to be discussed HR representatives should also be involved in the workshops.

**ACTION: SRC/C Lowther**

4. **SFC Gender Action Plan (GAP) – Data, Timeline and Subgroup Proposal – Paper 3**
K Farrell referred members to Paper 3 and the tabled the University’s data (shown below), provided by Business and Planning Intelligence, showing the subject disciplines with gender under-representation.

**Subject Disciplines with Gender Under-Representation**
*based on HESA 15-16 data, all students.*

<table>
<thead>
<tr>
<th>In favour of men</th>
<th>In favour of women</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering (82%)</td>
<td>Nursing (81%)</td>
</tr>
<tr>
<td>Computing Science (80%)</td>
<td>Initial Teacher Training (86%)</td>
</tr>
<tr>
<td>Physics (75%)</td>
<td>Psychology (69-77%)</td>
</tr>
<tr>
<td></td>
<td>Veterinary Science (74%)</td>
</tr>
</tbody>
</table>
K Farrell reminded members A Anderson had suggested GESG should have a role in addressing actions for the University resulting from the GAP. Members discussed the proposed timeline and plans for a small number of GESG members to participate in the University’s GAP Working Group.

Members noted work to address the GAP was already embedded within the University’s Outcome Agreement and discussed the positive current and planned outreach initiatives across the subjects involved and also within the School of Education. It was noted wider work across the Scottish education system would also be needed to address the broader cultural issues around why students choose particular subjects.

G Shaw agreed to forward details of the Scotland Policy Conference event which covered building partnership with secondary schools.

ACTION: G Shaw

P Paterson agreed to forward details of University of Nottingham’s role modelling of female engineers.

ACTION: P Paterson

Members were requested to advise K Farrell of any expressions of interest in becoming part of the Working Group.

ACTION: All

5. Public Sector Equality Duty (PSED) – Paper 4
M Taylor presented Paper 4 which outlined the University’s PSED reporting requirements, current Equality Outcomes with relevant updates, the consultation process with students and partners across the University already completed and the main emerging themes resulting from this. She noted a specific gender based consultation event had not been held as it was felt the work done by GESG and the other Athena SWAN teams across the University were already addressing these issues.

Members discussed a number of areas/issues where gender appeared to be relevant and also welcomed the proposed review of the support mechanisms for disabled staff.

M Taylor advised a draft version of the PSED report will be presented for approval at the next Equality and Diversity Steering Committee in order for it to be fully approved in time for the PSED reporting deadline; 30 April 2017.

Members were requested to send any further comments or issues not already covered within Paper 4 to M Taylor as soon as possible.

ACTION: All

6. Staff Issues
6.1 Staff Equality Monitoring Report – Gender Perspective
M Taylor provided members with a verbal overview of the specific gender information within the fifth Staff Equality Monitoring Report (2015-16), noting Maternity Leave had been included in the report for the first time.

EDU to send members a link to the full report, once this had been made available online.

ACTION: EDU

7. Student Issues/Updates
7.1 Sexual Violence Prevention Workshops Update
E Ross and T Ramdani reported on the roll out of training sessions following the ‘train the trainer’ workshops. They advised Sexual Violence Prevention sessions were delivered to all Freshers’ Helpers and to student unions/groups. Open sessions were also held for all students
during Freshers’ Week, however uptake was disappointing. Further work on this will look at how best to reach and engage more areas and students, with priority to be given to delivery within student accommodation and within Schools.

E Ross confirmed efforts were made to ensure there was a gender balance for the trainers delivering the workshops and reported there was also roughly a gender balance of session attendees.

Members welcomed SRC’s proposals for continuity of provision through refresher ‘train the trainer’ workshops, working with student societies, GUSA and the student representatives at the Dumfries campus, all with the aim that the training sessions can be delivered on an ongoing basis and embedding the sessions as standard for new undergraduates.

8. Items for Information
8.1 – UUK Changing the Culture and related guidance – Papers 5 & 6
Convener noted this had been discussed briefly earlier in the meeting and had been provided in full for information purposes.

8.2 - Athena SWAN Departmental submissions – updated timeline – Paper 7
Convener noted this had been discussed briefly earlier in the meeting.

9. Any Other Business
No other business was raised at the meeting.

10. Date of Next Meeting
1 February 2017 at 10:00 in Melville Room