Gender Equality Steering Group
Meeting held on 5 June 2017,
Melville Room, Gilbert Scott Building at 10:00am

Present: Anne Anderson (Convener), Elizabeth Adams, Michael Brady, Fergus Brown, Katie Farrell, Kyela Leakey, Allison Leitch, Stephen Marritt, Colin McInnes, Thais Ramdani, Erin Ross, Linnea Soler, Mhairi Taylor, Paul Welsh, Simon Wilson

Apologies: Lynn Abrams, David Cumming, Ruth Dukes, Lindsay Farmer, Lyndsay Fletcher, Cindy Gray, Paul Paterson, Joelle Prunet, Gillian Shaw,

Attending: Janell Kelly (clerk), Katie Cattanach

1. Welcome, Apologies and Introductions
The Convener noted the apologies received, welcomed members and invited introductions.

The Convener also welcomed Katie Cattanach, Ambitious Futures Graduate, who would be observing the meeting.

2. Minutes of the Previous Meeting – GESG/20161215/Minutes1.0
The minutes were approved as an accurate record.

3. Matters Arising – Paper 1
The Convener noted all actions from the previous meeting had been completed. Further specific updates were provided:

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<tr>
<th>Action Point 2</th>
<th>Preventing Sexual Violence Workshop</th>
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<td>Workshop day to place on 10 March 2017 and was well attended by a broad range of staff and students. Freshers’ Helpers to be trained again this year. The Convener advised the University’s Gender Based Violence Strategy Group would continue to meet and GESG would be kept up to date.</td>
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<th>Action Point 4</th>
<th>Public Sector Equality Duty (PSED)</th>
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<td>M Taylor confirmed the University’s Mainstreaming and Equality Outcomes Reports had been published prior to the reporting deadline. Further planning for the background work around each of the Outcomes would be done over the next few months. GESG would be kept up to date, where appropriate.</td>
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4. SFC Gender Action Plan (GAP) – Paper 2
M Taylor presented Paper 2, which detailed an overview of the current activity towards developing the University’s response to the SFC’s Gender Action Plan. She noted the working group had already held 3 meetings. The deadline for the finalised response is 31 July 2017.

The main SFC GAP priorities for universities are ‘By 2030, no subject has an extreme gender imbalance (75:25)’ with an overall aim of increasing male participation in undergraduate study. M Taylor clarified the SFC GAP relates to Scottish Domiciled Undergraduate Entrants (SDUE) only and confirmed the University of Glasgow target subjects are Computing Sciences, Education, Engineering, Nursing, Physics & Astronomy and Psychology.
Following discussions with the SFC Outcome Agreement Manager, M Taylor noted:

- Initial two-year period of action plans could include capacity-building actions, such as relevant research projects.
- Measureable milestones (targets) will be expected to be included for years 3, 4 & 5.
- Future GAP progress will be monitored through the University’s Outcome Agreement.

A Anderson reminded members the University has an excellent reputation for its Widening Participation programmes and many of the existing projects could be aligned with this piece of work. The Schools are all keen to collaborate and share best practice.

Members suggested also looking at subjects which are close to the SFC’s 75:25 ratio threshold for interventions. Planning and Business Intelligence to be asked to provide relevant data.

**ACTION: EDU/P&BI**

As the SFC GAP was not a UK initiative, Scottish HEIs are required to be more active in this area over and above any current Athena SWAN (AS) related work. Institutional and Departmental AS plans to be review and amended, where appropriate, to include this work.

**ACTION: EDU/Relevant AS representatives**

The Convener requested, as future GAP progress will be monitored through the University’s Outcome Agreement, GESG receive updates on the gender related sections of future Outcome Agreements.

**ACTION: EDU/P&BI**

5. **Athena SWAN Submission Pipeline – Paper 3**

K Farrell presented Paper 3 which outlines the current Athena SWAN (AS) awards held by the University and provides a timeline for future School/RIs submissions.

Members congratulated Institute of Cancer Sciences and Institute of Molecular, Cell and Systems Biology on their new Bronze Awards following November 2016 submissions. K Farrell stated 5 applications (1 Gold, 1 Silver and 3 Bronze) were submitted in the April 2017 round, details were shown in the paper. The next round of submissions is 30 November 2017; currently 3 ‘departmental’ submissions are planned (1 Gold and 2 Bronze).

The Convener acknowledged the excellent support and guidance provided by K Farrell. She also noted whilst dedicated statistical support provision and a College-led review process for submission had been introduced by the College of Medical, Veterinary and Life Sciences (MVLS) this was not the case in the other Colleges and given the level of support required for the other areas, there is a ‘bottleneck’ applications planned for the November 2018 submission round.

K Farrell agreed; Self Assessment Teams for initial Bronze submissions are new to the process and the amount of statistical analysis required usually need greater support than for those areas submitting for higher level awards. She stated work is underway to explore possibilities around bringing some submissions forward and/or delaying others until the April 2019 submission deadline.

K Farrell confirmed, given the number of awards now held, the University would be able to submit a Silver institutional application at, or before, the renewal date of April 2020.

M Taylor reminded members future submissions should be considered in relation to the work required by the University and subject areas for the next Research Excellence Framework (REF) exercise due in 2021.
6. Student Issues/Updates
6.1 – Student Parents’ Survey – Paper 4
E Ross presented Paper 4, advising members at the time of the report the University had 1529 student parents (6% of student population) and the survey had a response rate of 36%.

She noted the following from the report:
• 49% of respondents had considered ‘dropping out’ due to their childcare/parental responsibilities and amongst full-time Undergraduates this rose to 63%.
• Absence and missing lectures due to childcare was the main concern.
• Concerns over lack of consistent support across the Colleges and subjects.
• Concerns over lack of ‘children on campus’ policy or child friendly space to study.
• Most requested change was to provide on-campus crèche facilities.

E Ross stated the SRC wished to develop a Student Parents Policy similar to the existing Student Carers Policy and a working group with Senate Office had been set up to develop this and supporting guidance. The first meeting is scheduled for early July.

She suggested there was a real need for the current suite of Student Support policies to be better communicated. She highlighted the need to ensure these and any subsequent policy and guidance is widely advertised, and proactively provided to relevant groups, such as Advisers of Study networks, Graduate Schools and Student Services, to ensure students and staff are fully aware.

**ACTION: Senate Office/SRC**

Members welcomed the report and development of the new policy and commended the SRC for their work in this area. M Taylor confirmed GESG would have sight of the policy once approved.

7. Items for Information
7.1 – Gender Pay Strategy and Action Plan – Papers 5
M Taylor advised the Gender Pay Strategy and Action Plan was presented for information, as it had been reviewed and approved by a number of other University committees, including Court.

M Taylor stated GESG had not sight of this until after approval as the last planned GESG meeting had been cancelled to allow members to concentrate on relevant Athena SWAN applications. F Brown confirmed the Heads of HR across the University were consulted in drafting the Strategy and Action Plan. The Convener noted the Strategy had an ambitious and resource intensive Action Plan underpinning the aims.

M Taylor stated, as seen before REF 2014, recruitment activity for REF 2021 may have a significant effect on Gender Pay. Members noted the response to the Stern Review of REF 2014, is due out to be published in the next few months.

F Brown advised, for their AS Gold application, the Institute of Health and Wellbeing were considering reporting on their own area’s Gender Pay Gap and whilst it may be interesting for the area and for the AS assessment panel to see the Institute is looking at it, there may be issues as people may be identifiable if the full data is provided. K Farrell agreed there were potential Data Protection issues with this and would contact Equality Challenge Unit for guidance (advantages v challenges) as the application does not require it.

**ACTION: EDU**

7.2 – Embedding Equality in University-funded Conferences and Events – Paper 6
M Taylor presented Paper 6 on behalf of Dr Tanita Casci, Head of Research Policy from the Research Strategy and Innovation Office (RSIO). She confirmed the guidance related to
University funded conferences only. She advised the Equality and Diversity Strategy Committee (EDSC) had asked for the wording of the initial paragraph to be expanded to highlight support is available to event organisers and the University does welcome and support hosting conferences.

M Brady suggested the guidance could be expanded to include conference conduct, such as ensuring the opportunity for a broad range of questioners/speakers/opinions to be heard.

M Taylor confirmed there would be scope to make additions to the guidance. E Ross advised the SRC had drawn up guidance on this previously and would be happy to share with Dr Casci.

ACTION: SRC/EDU

8. Any Other Business

8.1 – Parking

L Soler raised the issue of the impact of the closure of the University’s Parking Permit scheme on parents who required to pick up their children from school or nursery and had to park around the main campus thus incurring daily parking fees or were having to purchase a Council Parking Permit (circa £700). She asked if there was scope for the University to review the criteria for holding a University Parking Permit.

M Taylor confirmed a group was currently reviewing the University’s Parking Permit scheme; she had been advising them on disability and pregnancy related issues. The Convener requested GESG received a briefing paper or presentation about the current parking issues and possible solutions. M Taylor confirmed she would approach the relevant group members.

ACTION: EDU

8.2 – Issues raised by Athena SWAN Self Assessment Team

K Farrell reported a SAT had recently raised a number of issues. She noted a number of actions had already been progressed prior to these being raised and others have recently been agreed to address others. GESG were provided with the following information.

• Athena SWAN Handbook - The SAT found the handbook extensive and confusing to understand.
  Action: K Farrell will create an abridged version of the application form/handbook to clearly signpost the requirements for each section of the application.

• SAT had issues with extensive data requirements and formatting of data/graphs -
  Action: Moving forward data will be provided to SATs in a pre-populated format. Where SATs wish data to be presented differently to that advised by K Farrell, they will be provided with raw numbers to undertake this task independently.

K Farrell reported the provision of pre-populating data had already started with 107 tables and charts provided as part of the April 2017 School of Humanities application and is underway with the School of Law, Chemistry and Physics applications. She reminded members data for MVLS SATs is provided by the College’s own Athena SWAN Data Officer.

K Farrell advised she is also working with HR Systems Team and PBI to design an Athena SWAN specific dashboard for staff data, within the University’s Qlikview system. This will help SATs review of their own data at submission and as part of implementing their action plans. She advised once more work has been done on the development GESG will be consulted to ensure the full requirements have been captured.

ACTION: EDU
• SAT expressed the need for College-level committee to lead and strategise on recurrent issues within School SATs -
  Action: K Farrell advised S Wilson has consulted with Head of College of Science and Engineering (S&E) and agreement has been reached for this kind of forum to be established.

K Farrell and M Taylor recommended all Colleges form a similar College level network.

The Convener acknowledged MVLS had already invested resources and had set up their College review committee and welcomed the news S&E would be establishing a similar committee. She noted as the College of Arts and College of Social Sciences are relatively new to the AS processes and given the numbers of upcoming initial Bronze applications, she asked members to consider what the appropriate timing would be for setting up similar College-wide support mechanisms.

  ACTION: ALL/HoHR

• Workload Modelling for SAT Members – workload allocation for AS related work/application writing varies across College/Schools due to the size and complexity of areas involved.
  Action: K Farrell advised EDU has been working with College-based HR colleagues to provide guidance on this.

The Convener requested GESG be consulted on workload allocation guidance.

  ACTION: EDU

8.3 – Nursey/Creche facility
K Farrell reminded members the University’s Campus Redevelopment Planning Application included space allocated for a new nursery provision.

She advised this would be dependent on a private provider building the facility. As a result it is likely be run as a commercial enterprise and may not be provide any discounts. There is currently no timescales for this part of the campus redevelopment work.

K Farrell highlighted as well as the current University nursery, there are many local providers. It was noted it would be useful for SATs to receive an update on what is happening in this respect, issues surrounding it and other local provision available as this would help their understanding.

  ACTION: EDU

8.4 – Maternity leave and pension contributions
M Taylor advised members EDSC had requested staff are advised of the ability to ‘top up’, within a specific time period, any missed pension contributions whilst on maternity leave. She confirmed information on this had been added to the letter issued to staff prior to their return from maternity leave.

No further business was raised and the meeting was closed.

9. Date of Next Meeting
To be confirmed