Gender Equality Steering Group
Meeting held on 8 February 2018,
Melville Room, Level 4, Main Building at 14:00

Present: Anne Anderson (Convener), Lynn Abrams, Michael Brady (vice Stephen Marritt), Fergus Brown, Lindsay Farmer, Katie Farrell, Lyndsay Fletcher, Sofia Garkov, Caroline Gauchotte-Lindsay (vice Colin McInnes), Lyn Goodenough, Cindy Gray, Mary Beth Kneafsey (vice Elizabeth Adams), Lauren McDougall, Paul Paterson, Gillian Shaw, Linnea Soler (vice Joëlle Prunet), Mhairi Taylor, Paul Welsh, Simon Wilson

Apologies: Elizabeth Adams, Stephen Marritt, Colin McInnes, Joëlle Prunet

Attending: Janell Kelly (clerk)

1. Welcome, Apologies and Introductions
The Convener welcomed existing members and noted the apologies received. She advised Lyn Goodenough was joining the group as the new Head of HR for the College of Social Sciences and invited introductions from members.

2. Minutes of the Previous Meeting – GESG/20171106/Minutes1.0
The minutes were approved as an accurate record.

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

<table>
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<tr>
<th>Action Point 3</th>
<th>Athena SWAN data/Qlikview</th>
<th>K Farrell reported the Planning and Business Intelligence team continue to work on this area of data provision/visualisation.</th>
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<tr>
<td>ACTION: P&amp;BI/EDU</td>
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<tr>
<th>Action Point 4</th>
<th>College-based Athena SWAN review systems</th>
<th>The Convener advised, with L Goodenough now in position, work to establish the joint review/oversight group for College of Arts and College of Social Sciences will begin.</th>
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<td>Clerk’s Note:</td>
<td>College of Science and Engineering have formed a review committee similar to the MVLS Gender Equality Committee (GEC) model, which will meet for the first time on 26 February 2018.</td>
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<td>ACTION: L Goodenough/G Shaw</td>
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| Action Point 5 | Workload allocations for Athena SWAN roles | Heads of HR confirmed the suggested allocation of hours discussed at the last meeting (as part of Paper 2) is being applied to the relevant roles, as discussed. |

| Action Point 6 | Additional MVLS rep for GESG | F Brown confirmed, as MVLS currently only have 2 representatives, he would discuss further with K Farrell and seek a suitable additional representative in time for the next meeting. |
| ACTION: F Brown |
3.1 – Draft Student Parents’ Policy – Paper 2

M Taylor asked members for comments on the initial draft of the Student Parents’ Policy and referred members to the approval process shown in the coversheet.

Members welcomed the supportive nature of the Policy but noted the need to safeguard and ensure fairness across the whole student community and suggested requesting documentary evidence.

L McDougall confirmed early notification at registration stage would be encouraged and stated the SRC’s preference for a self-certification process, rather requiring evidence, as this could be burdensome for staff involved and also would assist in situations where parental responsibilities cannot be documented. She noted this would mirror the current self-certification process already in place for the Student Carers’ Policy.

The following suggestions were put forward for consideration as amendments:

- Examples of what the University would consider ‘adjustments’ for parental responsibilities to manage students’ expectations.
- Inclusion of wording to highlight the policy only covers emergency situations.
- Further consideration/clarification required of how adjustments for examinations would affect Honors Degree students, as re-sits are not allowed with these.
- Need to capture advice on the limitations on bringing children to campus/lectures.

The Convener asked for the updated Policy to be re-circulated to members once amendments have been made and approval process has been completed.

ACTION: EDU/Senate Office/SRC

4. SFC & UofG GAP Working Group Updates

4.1 – UofG GAP Working Group Update – Paper 3

Members reviewed Paper 3 which was produced for the UofG GAP Working Group. This report provides the updated gender breakdown of Scottish Domiciled Undergraduate Entrants for 2016/17 and 2017/18 for the subjects covered by the SFC GAP, as well as those subjects at the University which are close to the 25:75 population by gender threshold set by SFC.

K Farrell highlighted, although the SFC had not included Veterinary Medicine in their subjects for review, the School of Veterinary Medicine is now represented on the University’s Working Group due to its 15:85 gender population ratio.

Whilst those other areas, shown on Page 6 as near or within the ratio threshold, were not target subjects for the SFC, the gender ratio disparity should be addressed by individual Schools as part of their Athena SWAN action plans. This should also be the case for programmes with known gender ratio disparity.
The Convener asked that future reports include data from Widening Participation on the core goal of the SFC GAP - to increase participation in Higher Education of males from the most-deprived 20 per cent (MD20) and 40 per cent (MD40) areas.

**ACTION: EDU/Widening Participation**

4.2 – SFC GAP Working Annual Progress Report – Paper 4
K Farrell advised that whilst Paper 4 was primarily for members’ information only she highlighted the University of Glasgow had been cited for examples of good practice on a number of occasions throughout ‘Chapter 3: Overview of institutional Gender Action Plans’ of the report.

5. **Athena SWAN SAT Leaders Survey Report – Paper 5**
K Farrell presented Paper 5 (marked as not for circulation). She referred members to the cover sheet which highlighted the University is already working on a number of the Report’s institution-specific recommendations. In particular, data dashboards and mechanisms, workload allocation recognition, consideration of additional resource, and the creation of frontloaded support materials. She also noted the paper will have already been seen by a number of GESG members as it was circulated to all University Self Assessment Team (SAT) leads by one of the report’s authors.

K Farrell advised members the sentiments in the paper are being echoed in discussions amongst those involved in Athena SWAN across the HE sector and a number of other fora. Indeed the onerous nature of the process and increasing difficulty in achieving awards were raised with the Equality Challenge Unit at a recent meeting of Russell Group HR Directors.

Members discussed the report and noted the following comments and suggestions:

- Members agreed the amount of data collection and level of analysis required by a submission was extensive but noted with University of Glasgow provided excellent support in this area, with anecdotal evidence from other institutions supporting this view.
- Members noted the burden of data collection, directed analysis and as well as vital assistance with submission narratives will only increase, with the number of new submissions and the increasing demands to increase award levels. As such, members suggested the University look to increase the resources available to provide this expertise, both centrally and College based.
- Members pointed out the comparisons in the report to the role of REF UoA Champion and Athena SWAN SAT Chair/Leader were relevant and highlighted the need for appropriate recognition of Athena SWAN roles.
- Members suggested providing a scheme, similar to the Academic Returners and Research Support, for research active SAT Chairs to ensure their research was not adversely affected by the demands of the role.
- Members noted the role of chairing a SAT appears to have become gendered towards females, who then face the same difficulties experienced where the value of their role’s contribution is not fully recognised. Members suggested the University give SATs the same status and standing as other College/School committees to show recognition of the contribution, which in turn should make membership and participation more attractive to others.
- Members suggested SAT contributions should also be recognised within the exemplars for promotions criteria.
The Convener thanked members for their contributions and suggestions and ask for the report and GESG recommendations to be reviewed at a future EDSC meeting for further discussion.

**ACTION: EDU/Convener**

6. **UofG Personal Relationships Policy**
M Taylor provided a verbal update on the development of a new Personal Relationships Policy, which relates to both consensual and non-consensual intimate relationships in various forms at the University. She advised the policy is being developed in collaboration with the Senate Office, SRC and Trades Unions, who have been asked to comment on the initial draft. M Taylor confirmed, following feedback from the Trades Unions and the SRC, a draft of the updated policy would be circulated, on a confidential basis, electronically to members.

**ACTION: EDU**

Members asked about reporting and support processes for anyone involved in a non-consensual relationship. M Taylor advised she was currently reviewing such provision, looking specifically at the ‘Report and Support’ system used by the University of Manchester and had discussed with IT Services if a similar system could be developed here. She noted significant investment would be required to develop this. The Convener suggested a policy paper be written to gain support for the required resources from the appropriate committees.

**ACTION: EDU**

The Convener stated an update from the Gender Based Violence working group will be provided at the next meeting.

**ACTION: Convener**

7. **Student Issues/Updates**

7.1 – Proposed extension to the Teaching Day
L McDougall advised members the Future Learning Spaces Project Board was looking at proposals for extending the length/times of the teaching day. She stated as timetabling issues had already been raised within the SRC’s Student Parents’ Survey results, the SRC has concerns any extension to the teaching day may have a number of significant implications for equality related issues, in particular for female student parents, who normally bear the weight of caring responsibilities.

Members noted a working group was being convened to look at all aspects and implications of the proposals.

7.2 – Scottish Government’s Free Sanitary Provision
L McDougall advised the two Student Unions are running a pilot for providing free sanitary products to students. She confirmed she would be meeting with Jane Weir, Deputy Director of Student Services, to suggest the University run its own pilot scheme to gauge demand from the student population, prior to the Scottish Government’s roll out. L McDougall to provide GESG with feedback following the meeting.

**ACTION: SRC**

7.3 – SRC Student Parents Survey Update
L McDougall advised, along with Jennifer Robertson, Project Manager, she presented on the development of the Library’s Family Study Room at a Universities Libraries conference, adding the Library had also recently launched a Family Book Group based in the room.

L McDougall noted the main outstanding issue from the Student Parents’ Survey was the lack of nursery provision. The Convener noted provision of childcare/nursery space should be raised with the working group looking at the extension of the teaching day.
8. Items for Information

8.1 – Athens SWAN Submission Pipeline – Paper 6
Pipeline information provided for information only.

8.2 – International Women’s Day at UofG - Update

Clerk’s Note: This year’s International Women’s Day (IWD) celebrations, resulting from EDU’s collaborations with The Hunterian and Kelvin Hall, will centre around a screening of the film Hidden Figures at the Kelvin Hall on 8 March 2018. This will be followed by a panel discussion. Other IWD focussed events will take place across the University during March. Details to be circulated.

ACTION: EDU

9. Any Other Business

9.1 – University Strategy 2015-2020 – KPI to grow percentage of women in senior managerial, professional and professorial roles to 33%

The Convener noted GESG has not received presentations on activities and the progress towards meeting the KPI and requested an update on recruitment and promotion statistics at the next meeting.

ACTION: HR Representatives/EDU

9.2 – EPSRC – Inclusion Matters Call

C Gauchotte-Lindsay reported the School of Engineering have been invited to submit a full application for funding for their proposal looking at ways to assist women with international collaborations.

No further business was raised and the meeting was closed.

10. Date of Next Meeting
14 May 2018 at 10:00 – 11:30 in Melville Room, Main Building