Gender Equality Steering Group
Meeting held on 14 May 2018,
Melville Room, Level 4, Main Building at 10:00

Present: Anne Anderson (Convener), Elizabeth Adams, Michelle Bellingham, Michael Brady (vice Stephen Marritt), Fergus Brown, Lindsay Farmer, Katie Farrell, Lyn Goodenough, Lauren McDougall, Colin McInnes, Gillian Shaw, Linne Soler (vice Joëlle Prunet), Mhairi Taylor, Simon Wilson, Paul Welsh

Apologies: Lynn Abrams, Sofia Garkov, Cindy Gray, Stephen Marritt, Lyndsay Fletcher, Joëlle Prunet, Paul Paterson

Attending: Janell Kelly (clerk)

1. Welcome, Apologies and Introductions
The Convener welcomed existing members and noted the apologies received. Members welcomed Dr Michelle Bellingham, joining the group as the second College of MVLS academic representative. Introductions were made.

2. Minutes of the Previous Meeting – GESG/20180208/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 following were provided:

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<tr>
<th>Action Point 1</th>
<th>Action Point 2</th>
<th>Action Point 4</th>
<th>Action Point 5</th>
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<td><strong>Athena SWAN</strong> data/Qlikview</td>
<td><strong>College-based Athena SWAN review systems</strong></td>
<td><strong>Family Study Lounge</strong></td>
<td><strong>Student Parents’ Policy</strong></td>
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<td>K Farrell reported the Planning and Business Intelligence team continuing to work on ensuring reliability/accuracy of data before implementing Qlikview for Athena SWAN. The Convener asked that P&amp;Bl be asked for a deadline for this work.</td>
<td>The Convener advised the establishment of the joint review/oversight group for College of Arts and College of Social Sciences has been paused, to allow a review of the scale of Athena SWAN activities within the two Colleges. GESG to receive an update once the review is complete.</td>
<td>L McDougall reported the Library’s evaluation report for the Family Study Lounge pilot was not yet complete. She advised this is expected for the next GESG meeting.</td>
<td>M Taylor advised the draft policy is proceeding through the approvals process and has recently been reviewed by the new Student Experience Committee (SEC). Issues remain around how ‘parent’ notifications will be captured within the MyCampus system, whilst heeding GDPR legislation. EDU to provide update at next GESG meeting.</td>
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**ACTION:** P&Bl/EDU | **ACTION:** L Goodenough/G Shaw | **ACTION:** SRC | **ACTION:** EDU
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<th>Action Point 6</th>
<th>WP data to be included in SFC Gap Report</th>
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<td>K Farrell advised GESG would receive the SFC Gap reports following the next meeting of that group. EDU will liaise with WP to ensure data made available prior to SFC GAP meeting.</td>
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<th>Action Point 7</th>
<th>Athena SWAN SAT Leaders Survey Report</th>
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<td>The Convener reported, as she had been unable to attend the last Equality and Diversity Strategy Committee (EDSC), this item had been held over until the next meeting on 7 June 2018, which she now is also unable to attend. M Taylor noted further discussions on the report and other related concerns would be held under Agenda Item 7 and would inform the EDSC report.</td>
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<th>Action Point 8</th>
<th>UofG Personal Relationships Policy</th>
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| • M Taylor noted the current draft policy was on the agenda under Agenda Item 5.2.  
• She noted the resources mentioned in the action related to the possible implementation of a ‘Report and Support’ system and supporting resources. She confirmed a paper will be presented to the next EDSC meeting for consideration.  
• M Taylor noted an update from the Gender Based Violence Strategy Group is on the agenda for discussion under Agenda Item 6. |

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<th>Action Point 9</th>
<th>Scottish Government - Free Sanitary Products for students</th>
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| L McDougall advised the University hopes to have free sanitary products available in key locations, for the start of the new academic year. Cleaning Services will monitor uptake/usage. It is still unclear whether the Scottish Government will provide a stock of the products or whether the University will provide and reclaim costs. However, onsite storage will be an issue if provided centrally by the Scottish Government, given the size of any such bulk delivery.  
L McDougall agreed to advise EDU of the proposed locations. An update will be provided at the next GESG meeting. ACTION: SRC |

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<th>Action Point 10</th>
<th>International Women’s Day event</th>
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<td>K Farrell advised the event on 8 March 2018 - a screening of ‘Hidden Figures’ followed by a panel discussion - held in collaboration with The Kelvin Hall, was very well attended and received. She advised EDU has been asked to host another screening, with the same format, as part of the Glasgow Science Festival. This second event will be held on 15 June 2018.</td>
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4. **Student Issues/Updates**

No students issues or updated.

5. **Staff Issues/Updates**

5.1 – KPI review & Promotions Data – Paper tabled

K Farrell tabled a paper detailing and reviewing the data associated with the ‘Gender Equality KPI - to achieve 33% female representation in the Professorial and senior professional roles by 2020’.

K Farrell reported the current overall position shows the University’s overall percentage of women in senior roles is 27%, compared to 25.4% in 2011. Women represent 46% of the senior professional roles and 25% of Professors, which is slightly higher than the latest reported sector average.

Members agreed the rate of change in the Professoriate emphasised the ambitious nature of the KPI.

Members noted the wide-ranging actions and initiatives implemented across the University did appear to be positively impacting the female proportion of promotion applicants and their success rates.
Members suggested data from the Learning, Teaching & Scholarship (LTS) track should be reviewed. K Farrell noted there was a disproportionate level at Grade 9 on this track. As such, it would be good to look at how best to support this pool of staff.

**ACTION: EDU**

Professor Moira Fischbacher Smith to be invited to GESG to give an insight into the promotions criteria and support available to staff on the LTS track.

**ACTION: EDU**

K Farrell reported that, whilst not shown in the paper, she observed, through Athena SWAN data analysis, that internal promotion success rates for women were higher than success rates for external recruitment.

Members discussed and suggested a number of possible actions to address the lower female external recruitment success rates:

- College of Arts have amended generic job descriptions as part of a pilot to make them more attractive to female applicants.
- Instructing head-hunting companies to provide a broad range of potential candidates and to ‘push back’ if all-male candidate lists provided.
- Where informal head-hunting employed, reminders to be issued about requirement to consider all possible candidates.
- Recruiting managers to review female seminar/conference speakers for potential candidates.
- ‘Benefits package’ and ‘family friendly’ policies should be reviewed to ensure these are attractive to female candidates.
- Review whether information on family friendly policies are highlighted in job adverts.

The Convener requested data on the external recruitment male/female success rates and suggested a small group review possible actions to improve the University’s offering and talent attraction processes.

**ACTION: EDU**

The Convener advised a paper on Gender Equality and the University’s Gender KPI, authored by Professor Murray Pittock, will be discussed at an upcoming Senior Management Group. GESG will have site of this paper at the next meeting.

**ACTION: Convener**

5.2 – Personal Relationships Policy – Paper 2
M Taylor referred members to the current draft version of the Policy shown in Paper 2. She advised on the current stage of consultation and that legal advice is being sought to allow the Policy to proceed through the remaining approval processes. She further advised on the required supporting documentation, which was still to be developed/finalised.

Members asked for the following amendments:

- Paragraph 1.3 should refer the reader on to Section 5.1
- Section 5.1 should also refer to setting of examinations

**ACTION: EDU**
6. **Gender Based Violence Update Report – Paper 3**

Members received the update provided within Paper 3. M Taylor advised a discussion paper will be presented at EDSC on the proposal for an online bullying and harassment (including sexual harassment) reporting tool, which may include the option of anonymous reporting.

Members supported the proposal but recognised the challenges of allowing for anonymous reporting of such incidents. GESG will be provided with an update on EDSC’s discussions.

**ACTION: EDU**

7. **Future Approach to Gender Equality: Discussion – Paper 4**

K Farrell reminded members of the discussions at the previous meeting, following the Athena SWAN SAT Survey Leaders Report, and highlighted the recent Times Higher Education article, detailed within the Paper 4. She asked members to consider the two discussions topics laid out within the paper.

K Farrell noted that, whilst equality issues in general will be looked at within the REF2021 environment template, REF panels may require to see a minimum of a Silver award from science, technology, engineering, maths and medicine (STEMM) Units of Assessment (UoA) since Athena SWAN is a nationally recognised award structure for gender equality in these subject areas. However, as the expansion of Athena SWAN (AS) into arts, humanities, social sciences, business and law (AHSSBL) disciplines, has been fairly recent it was unlikely to be a requirement for these UoAs.

Members recognised STEMM areas have had a number of years to understand and manage the process, experience the benefits and successes from the Athena SWAN process.

M Brady and L Farmer both agreed that whilst the AS submission process was an onerous one, it has never been portrayed as a box ticking exercise by either the School or University. Indeed the experience of looking at the data in such an in-depth way and the resulting Action Plans have produced positive outcomes within their respective (AHSSBL) areas.

M Taylor advised members that Advance HE, recently formed following the merger of the Equality Challenge Unit (ECU), the Leadership Foundation for Higher Education (LFHE) and the Higher Education Academy (HEA), is undertaking a major review of the Athena SWAN Charter. As such, there may be changes to the format of the submission process.

The Advance HE review will consider:

- The requirements for each level of AS accreditation and review of the standard application process.
- The administrative burden on institutions and members of the Athena SWAN panels.
- Clarity and consistency for assessing applications against the criteria.

Members welcomed the Advance HE review and hoped it addressed the concerns expressed.

P Welsh reflected that the College of MVLS Gender Equality Committee has proved very successful and effective in discussing, reviewing and overseeing submissions. He supported the similar joint group proposed for the Colleges of Arts and Social Sciences.

G Shaw expressed the view there was a need to clearly explain the limitations for departmental action plans. Policies/actions which some School and Research Institution SATs would like to implement can only be considered/addressed centrally through College or University-wide
processes or policies. As such, some School and Research Institution SATs have felt a sense of frustration.

The Convener thanked members for their input and noted the overall positive nature of the discussion. She suggested a University-wide open event be arranged to capture the positives of the AS process and to properly discuss and engage with the contentious topics such as resourcing and the burdensome nature of data collection and analysis.

**ACTION: EDU**

M Taylor confirmed GESG will receive an update following the Advance HE review process as soon as this becomes available.

8. **Items for Information**

Report provided for information only.

8.2 – Dignity at Work and Study Policy – Paper 6
Latest draft version provided for information purposed only. The policy is proceeding through the approval processes.

9. **Any Other Business**

9.1 – Unconscious Bias Observer in Selection & Promotion
L Soler and K Farrell advised Prof Paul Walton had recently given a presentation, hosted by the School of Computing Sciences, on gender equality in academia. He had reported the University of York’s School of Chemistry, who hold an Athena SWAN Gold Award, had recently implemented independent ‘Unconscious Bias Observers’ on shortlisting and promotion panels.

9.2 – Membership changes
The Convener advised members this would be the last GESG meeting for Prof C McInnes, as he had been appointed to a Royal Academy of Engineering research chair. Dr Caroline Gauchotte-Lindsay and Dr Helen Mulvana will share the role on behalf of the School of Engineering from the start of the new session. Members wished Prof McInnes well for this new appointment.

Members also noted the School of Chemistry’s main representative from the next academic year will by Dr Linnea Soler, who replaces Dr Joëlle Prunet.

Members noted their thanks to both Prof McInnes and Dr Prunet for their invaluable input to the work of the group.

No further business was raised and the meeting was closed.

10. **Date of Next Meeting**
Date and time to be confirmed over the summer period.