

Minutes

COMMITTEE	SAGE Self-Assessment Team
MEETING NO.	SAT 1/2018
DATE / TIME	15 February 2018
VENUE	Ross Hohnen Room, Chancelry
ATTENDING	Margaret Harding (Chair), Richard Baker (RB), Rae Frances (RF), Stephen Blackburn (SB), John Evans (JE), Steve Eggins (SE), Mark Nolan (MN), Naomi Priest (NP), Sara Rowley (SR), Sarah O'Callaghan (SO), Richelle Hilton (RH), Joanna Sikora (JS), Elanor Huntington (EH), Jamiyl Mosley (JM), Nadine White (NW)
APOLOGIES	Paul Pickering (PP), Megan Head (MH), Kuntala Lahiri-Dutt (KL)
OBSERVERS	Nicky Buttery, Associate Director, Culture & Development Lucy McPherson, SAGE Project Officer

1. Welcome, Introductions and Apologies

Professor Margaret Harding (Chair) welcomed SAT members to the first meeting of 2018. The Chair reiterated that the SAGE Project is a strategic priority and a flagship project for the Vice-Chancellor.

Apologies were noted.

2. Previous Meeting Minutes

The Chair noted that there were no objections to the minutes from the previous meeting held 5 December 2017.

Resolution	Minutes from Meeting No. 11 held on 5 December 2017 were accepted by the committee.
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3. Previous Action Items

At SAT Meeting 11/2017, the Chair asked Professor Richard Baker (RB) to update SAT on peer reviewer training at the first SAT meeting of 2018. This item has been postponed to SAT Meeting 2/2018.

4. Matter Arising

There were no other matters arising from the previous meeting.

5. Key Business Items

5.1. Bronze Award Requirements

The SAT noted the requirements that the ANU must complete to submit an application for a SAGE Athena SWAN Bronze Institutional Award.

The Chair noted that, as part of the SAGE Athena SWAN Bronze Award requirements, the University must create a 4-year Action Plan that addresses issues identified during the data analysis phase of the project.

5.2. Leadership Governance & Communication Framework

The Chair explained the Leadership Governance & Communication Framework was designed to clarify the governance and high level responsibilities ANU SAGE Athena SWAN Project stakeholders.

The Chair noted that specialist sub-groups will be formed where expertise gaps are identified during the course of the Project.

SAT members were asked to provide nominations of staff to provide additional expertise to augment the work of the SAT for the specific topics: Indigenous Australians, Transgender and Intersectionality. These nominations should be sent to sage@anu.edu.au by 23 February 2018.

Resolution	The SAT endorsed the ANU SAGE Athena SWAN Leadership Governance and Communication Framework.		
Action ID	Description	Due Date	Responsibility
43	SAT members to nominate colleagues to provide specialist advice on the following SAGE Athena SWAN topics: <ul style="list-style-type: none"> • Indigenous Australians • Supporting transgender staff • Intersectionality 	23 February 2018	SAT Members

5.3. Communication Strategy

The SAT discussed the three Communication Slide decks that were created for SAT members to actively utilise within their Schools or Colleges to facilitate face-to-face communication and to strengthen understanding and awareness of Athena SWAN across ANU. The SAT also discussed the accompanying short videos from the Vice-Chancellor.

The following comments and recommendations were made:

- The packs would be useful for areas who don't know a lot about the SAGE project, such as the Divisions and the ANU College of Law
- There needs to be more ANU specific data in the packs
- College/School specific sets are needed as they have differing informational needs
- The videos from the VC should persuade people that SAGE is an important project

It was also acknowledged that two-way communication with stakeholder groups across campus, such as the College gender equity committees, had been lacking. The Chair advised that a meeting with the Chairs of the College Gender Equity Committees had been scheduled to connect the SAT to gender equity activity and issues at the College level.

5.4. Project Plan

The SAT noted and understood that the High Level SAGE Athena SWAN Project Plan, and the 2018/19 ANU SAGE Meeting Calendar, were working documents that would evolve as priorities changed.

5.5. Data Collection

The SAT reviewed the data collection progress for the SAGE Athena SWAN application as at January 2018. It was noted that the sections on Transgender staff, Intersectionality, and Indigenous Australians will need a diversity of staff and student voices and opinions. The Chair reiterated that data collection is only one part of the SAGE Project and that we must also be self-reflective and communicate our findings.

6. Next Meeting

The next meeting is scheduled for Monday, 19 March 2018 at 2:00pm.

7. **New and ongoing action items:** are identified in the table below for review and comment at the next meeting

Action ID	Description	Responsibility	Status	Notes
6 2/2017	Profiling of data required for Athena SWAN application	SAGE support staff	Ongoing	Data profiling will continue throughout the project cycle
39 11/2017	Professor Richard Baker to update SAT on peer reviewer training at SAT 1/2018	Richard Baker	Ongoing	Postponed to March meeting
43 12/2017	SAT members to nominate colleagues to provide specialist advice on the following SAGE Athena SWAN topics: <ul style="list-style-type: none"> • Indigenous Australians • Supporting transgender staff • Intersectionality 	SAT Members	New	

8. **Completed action items:** are identified in the table below for review and comment at the next meeting