



Minutes - Confirmed

COMMITTEE	SAGE Self-Assessment Team
MEETING NO.	6
DATE / TIME	22 May 2017, 3.30pm
VENUE	Garran Room
ATTENDING	Professor Richard Baker, Ms Melissa Austin in place of Dr Nadine White, Ms Richelle Hilton, Professor Steve Eggins, Professor John Evans, Dr Joanna Sikora, Mr Jamiyl Mosley, Professor Paul Pickering, Professor Elanor Huntington, Ms Sarah O'Callaghan, Ms Cecilia Phung, Ms Sara Rowley
APOLOGIES	A/Professor Kuntala Lahiri-Dutt, Dr Megan Head, Dr Naomi Priest, A/Professor Emma Shultz, Professor Stephen Blackburn, Professor Andrew Roberts, A/Professor Mark Nolan
OBSERVERS	Lucy McPherson, SAGE Project Officer

Part 1. Procedural items

1. Introduction and apologies

Professor Richard Baker welcomed members to meeting six and outlined the agenda.

Apologies were received from Associate Professor Kuntala Lahiri-Dutt, Dr Megan Head, Dr Naomi Priest, Associate Professor Emma Shultz, Professor Stephen Blackburn, Professor Andrew Roberts, and Associate Professor Mark Nolan.

2. Previous meeting minutes

Professor Stephen Eggins moved a motion to have the minutes accepted as a true and accurate record of the SAT meeting held 21 April. The motion was seconded by Professor John Evans.

Resolution	Minutes from meeting five held on 21 April 2017 were accepted by the committee
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2.1. Matters arising and action items

The chair advised that the following actions are still outstanding:

Action ID	Description	Responsibility	Due Date	Notes
5 2/2017	Committee members to forward details of best practice initiatives to Dr White to enable representatives from the local area to be invited to meetings to present	Lucy McPherson to write to SAT requesting information	Friday 2 June	Areas with good practice will be invited to present to SAT
6 2/2017	Profiling of data required for Athena SWAN application	SAGE support staff	Ongoing	Data profiling will continue throughout the project cycle
20 5/2017	Professional staff to send short biography to sage@anu.edu.au	Professional Staff on SAT	Friday 2 June	
21 5/2017	SAT members to nominate for the Data Sub-Group via SAGE@anu.edu.au	Lucy McPherson to write to SAT requesting information	Monday 5 June	

Part 2. Key business items

3. Professor Tim Wess

Professor Tim Wess, Executive Dean, Faculty of Science at Charles Sturt University (CSU) spoke to the SAT about his experiences of Athena SWAN. Professor Wess is CSU's Athena SWAN academic project lead and previously led the School of Optometry and Vision Sciences at Cardiff University to a departmental silver Athena SWAN award in the UK. He is also a member of the SAGE National Advisory Panel. Some of Professor Wess' advice for the bronze application was to:

- Identify and focus on points that differentiate ANU from other universities.
- Break the data down to school levels. Avoid only showing high level data which may hide problem areas.
- Acknowledge that different areas within the university have different contexts/circumstances and will require different actions.
- Be direct about areas of poor practice and clearly identify how it will be corrected in the action plan.
- Don't wait for the action plan to be complete before implementing simple changes.
- Provide staff data to review before consulting on the application.
- Use the culture section (question 5.4i) of the application to discuss best practice.

Professor Wess asked the SAT to discuss some of the ways ANU differs from other universities. At first the SAT discussed how several of the University's problems are similar to others:

- Overall ANU has 50% female staff but this hides gender inequalities in different schools, colleges and service divisions.
- Each area in ANU is different, for example:
 - Engineering has a low level of women entering the pipeline.

- Biology has a high number at the undergraduate level but still has relative low levels of female professors.

They then identified some points of difference:

- There is strong support from the Vice-Chancellor which makes change easier.
- There is a high percentage of academic staff who obtained their PhD at ANU.
- ANU is research focused meaning more staff are on contingent grant funding (as opposed to teaching intensive universities) and anecdotally there are more women in this position but it is yet to be confirmed quantitatively.

4. Project Update

Ms Sara Rowley updated the SAT on the SAGE Project as follows:

- The project plan will be finalised and distributed soon.
- The rest of the SAT meetings will have a theme based on the application:
 - These themes will be communicated to the wider ANU community via the equity committees, the ANU Athena SWAN website, and the VC's blog.
 - We will ask for submission and feedback on each theme.
 - Notes from the SAT meetings will be shared via ANU Athena SWAN website and open for comment.
 - At the next meeting the SAGE project team will be presenting data from the "A Picture of the Institution" section of the application.
- Data sub-group terms of reference have been distributed and any SAT members may join.
- Feedback on the cultural survey showed that a clearer direction is needed before it is finalised and implemented.

Action ID	Description	Due Date	Responsibility
23	Project plan to be distributed to SAT members once finalised	2 June 2017	Lucy McPherson

Part 3. Other Business

5. Other Business

Professor Richard Baker informed the SAT that the Academy of Science have asked for nominations to sit on the peer review panel for the Athena SWAN bronze applications. A document explaining the process is attached. Professor Baker also informed the SAT of the SAGE Symposium happening in Brisbane 5-6 September. He explained that he is looking at funding options to send 3-4 members of the SAT to the symposium and that further information will be distributed to SAT members.

Action ID	Description	Due Date	Responsibility
24	Peer review panel nomination document to be distributed to SAT members.	29 May 2017 (uploaded to alliance site 24 May 2017)	Lucy McPherson
25	Information on SAGE Symposium to be distributed to SAT members.	2 June 2017	Lucy McPherson

6. Next meeting

The next meeting is scheduled from 2.30-4pm on 22 June 2017. Vice-Chancellor Professor Brian Schmidt will be attending.

7. New and ongoing action items

New, ongoing and completed action items are identified in the tables below for review and comment at the next meeting.

Action ID	Description	Responsibility	Status	Notes
5 2/2017	Committee members to forward details of best practice initiatives to Dr White to enable representatives from the local area to be invited to meetings to present	Lucy McPherson to write to SAT requesting information	Ongoing	Areas with good practice will be invited to present to SAT
6 2/2017	Profiling of data required for Athena SWAN application	SAGE support staff	Ongoing	Data profiling will continue throughout the project cycle
20 5/2017	Professional staff to send short biography to sage@anu.edu.au	Professional Staff on SAT	Ongoing	Needed by Friday 2 June
21 5/2017	SAT members to nominate for the Data Sub-Group via SAGE@anu.edu.au	Lucy McPherson to write to SAT requesting information	Ongoing	Final nominations needed by Monday 5 June
23 6/2017	Project plan to be distributed to SAT members once finalised	Lucy McPherson	New	
25 6/2017	Information on SAGE Symposium to be distributed to SAT members.	Lucy McPherson	New	By Friday 2 June

8. Completed action items

Action ID	Description	Responsibility	Status	Notes
1 1/2016	Circulate HR practitioners' presentation on SAGE pilot	Lucy McPherson	Completed	Uploaded on SAT Alliance page

2 2/2017	Item for meeting 2 "how SAT members will work within their area"	Richard Baker	Completed	Discussed at meeting 2
2/2017	Invitations to be sent for meeting 19 January 2017	Lucy McPherson	Completed	Invitations for all 2017 SAT meeting have been emailed
4 2/2017	Diversity survey to be sent to SAT members	Lucy McPherson	Completed	Sent via email 28 February
8 4/2017	Final Draft of Communication Plan to be present at SAT Meeting 5	Sara Rowley	Completed	
11 4/2017	Preliminary Data for Bronze Application presentation to be put on Alliance site	Lucy McPherson	Completed	
12 4/2017	Data profiling list to be put on Alliance site and members advised to provide feedback to SAGE@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	Feedback is needed before the April SAT meeting
14 4/2017	Iris Bohnet "What Works" podcast to be distributed to SAT members	Richard Baker Lucy McPherson	Completed	
19 5/2017	Summarisation and circulation of action items requiring urgent response	Lucy McPherson	Completed	Urgent action items circulated immediately after meeting
9 4/2017	SAT members to send feedback on Maturity Model to SAGE@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	
10 4/2017	SAT members to identify possible data cuts to be requested of Voice	Lucy McPherson to write to SAT requesting information	Completed	Feedback is needed by 26 April
13 4/2017	SAT members to review Cultural Audit on Alliance site and provide feedback to SAGE@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	A standard Cultural Audit needs to be created, feedback is needed before the April SAT meeting

17 5/2017	SAT members to provide feedback on the proposed new structure and propose possible topics for the meetings to sage@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	Feedback is needed by 28 April
7 3/2017	SAT Members to send feedback on Communication Plan, Project Overview flyer, and Component Update to SAGE@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	As these documents will be public feedback is needed before the April SAT meeting
22 5/2017	SAT Members to provide feedback on the SAGE consultation document to sage@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	Feedback is needed by 1 May
16 5/2017	SAT members to suggest female academics who could be interviewed for ACT & Regional Network video to sage@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	
24 6/2017	Peer review panel nomination document to be distributed to SAT members.	Lucy McPherson	Completed	
15 5/2017	SAT members to suggest possible events that could be included in Gender Equity Week to sage@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	
18 5/2017	SAT members to review data wish list and identify other areas to review to sage@anu.edu.au	Lucy McPherson to write to SAT requesting information	Completed	