

**Newcastle University**  
**Athena Swan Self-Assessment Team**  
**28 July 2021 via Zoom**  
**MINUTES**

**Present:** Judith Rankin (Co-chair JR), Adrienne McFarland (Co-chair AMcF), Julie Sanders (JS), Malasree Home (MH), Kate Chedgzoy (KC), Briana Gordhan (BG), Vi Parker (VP), Mel Leitch (ML), Stacy Gillis (SG), Freya Douglas Oloyede (FDO), Sharron Kuznesof (SK), Meenakshi Swamy (MS), Carolyn Laws (CL), Eleanor Farrington (EF), Louise Wright (LW), Kelechi Dibia (KD).

**Apologies:** Gareth Longstaff (GL), Chris Stanley (CS), Amy Reeve (AR), Paul Britton (PB), Sarah Anderson (SA).

Item	Notes/Actions	Action by/ Deadline
1	<b>Welcome &amp; apologies</b>  JR welcomed everyone to the meeting. Apologies: As noted above.	
2	<b>Minutes of the Last Meeting 26 May 2021</b>  Minutes were agreed. Points raised:  As the new criteria for gold awards under the transformed charter are now available, the action to provide a definition and plan for communications about and capturing of beaconing/gold level activity can now be developed and brought back to the November meeting of the USAT.  FDO confirmed that the workstream Chairs and Co-Chairs met again on 6 July to discuss recruiting other members. This will include a combination of inviting specific individuals or representative from teams for actions relating to their work or knowledge/expertise, and a wider call for members for some of the workstreams in the autumn.  The Chair of the Data workstream (MH) will provide an update at the September meeting and a schedule for updates from the other workstreams will be put in place.	<b>FDO</b>         <b>FDO</b>
3	<b>Updates</b>  AMcF reminded the group that we are a member of the 30% club, which aims to achieve 30% women on boards. There are working groups we can participate in, e.g. HE group. AMcF to follow up with Paul Tyack.	<b>AMcF</b>

	<p>SG updated the group that the NU Women Zine will be published in hard copy in September, titled 'The Lockdown Shift'. It will also be hosted online. NU Women's film will also launch in September.</p> <p>JR updated that Advance HE has been in touch with proposed new award dates and submission deadlines for each award holding school, faculty, and the university award. This will be signed off soon.</p>	
<b>4</b>	<p><b>Education session: The transformed Athena Swan Charter and USAT role (FDO)</b></p> <p>Questions/comments from the discussion will be picked up at subsequent meetings.</p> <p>Slides and recording will be circulated and can be disseminated to Faculty and School self-assessment teams.</p>	<b>FDO</b>
<b>5</b>	<p><b>AOB</b></p> <p>JS updated on the Alumni month of action in October, to be on the topic of social justice – with weekly themes of poverty, gender, antiracism, health and wellbeing. Lauren Huntington and Sophie McDermott are putting together a programme. If Athena Swan or other groups want to do anything on this get in touch with Lauren and Sophie.</p>	<b>All</b>
<b>6</b>	<p><b>Date and time of next meeting</b></p> <p>Thursday 9 September 2021, 15.00 – 16.30, King's Gate Level 5.13</p>	