

Newcastle University

Athena Swan Self-Assessment Team

9 September 2021, 5.13 King's Gate and via Zoom

MINUTES

Present: Judith Rankin (Co-chair JR), Adrienne McFarland (Co-chair AMcF), Malasree Home (MH), Kate Chedgzoy (KC), Vi Parker (VP), Mel Leitch (ML), Freya Douglas Oloyede (FDO), Sharron Kuznesof (SK), Meenakshi Swamy (MS), Carolyn Laws (CL), Chris Stanley (CS), Amy Reeve (AR), Paul Britton (PB), Sarah Anderson (SA).

Apologies: Julie Sanders (JS), Gareth Longstaff (GL), Stacy Gillis (SG), Briana Gordhan (BG).

Item	Notes/Actions	Action by/ Deadline
1	Welcome & apologies AMcF welcomed everyone to the meeting. Apologies: As noted above.	
2	Minutes of the Last Meeting 28 July 2021 Minutes were agreed. AMcF has scheduled a meeting with Paul Tyack about our membership of the 30% Club and will report back at the next meeting.	AMcF
3	EDI data and Athena Swan data workstream – FDO & MH FDO gave an overview of recent and planned developments of our EDI data capture, analysis and reporting to set the scene for the work of the AS data workstream. MH provided an overview of the key areas of work the AS data workstream will be taking forward and the rationale for the seven colleagues who have been invited and agreed to be members. The next steps will involve identifying specific asks of each member and bringing them together for a kick-off meeting. Slides to be shared with the USAT for reference. SK suggested learning from the work of the SAgE Planning and Performance team regarding systems and analysis they have developed. MH and FDO agreed. FDO has been approached by Nickela Nichol from that team about this already. AMcF mentioned the data dashboard being developed by Craig Armstrong and team that forms a part of systems development. JR mentioned that the data workstream is an example of one way of going about it but each workstream is unique and will take a different approach. The workstreams won't just bring updates to USAT meetings but can bring	

	<p>any issues to the USAT for discussion. We may like to consider written updates from the workstreams.</p> <p>AMcF suggested workstreams produce a one page document on key things people might like to know. FDO to liaise with workstream leads about written updates.</p> <p>SK highlighted the challenges around EDI data from our international campuses.</p>	FDO & Workstream leads
4	<p>EDI survey rationalisation – SA</p> <p>SA provided an overview of the rationale to the EDI survey rationalisation, which will integrate three surveys into one to avoid survey fatigue, approach taken so far and next steps. Her slides will be shared with the USAT.</p> <p>SK welcomed the approach and noted that SAgE has an unlimited Qualtrics account, should that be useful.</p> <p>AMcF outlined the intention to evaluate the efficacy of the integrated survey in terms of whether it provides what we need and whether we can rationalise further in future.</p> <p>MH suggested we be mindful that some colleague groups will have more questions and some less, meaning it will take some longer to complete and may affect response rates.</p> <p>SK highlighted the need to explain the rationale for the survey and PB agreed communications will be key.</p> <p>KC asked whether the survey results might support NU's Stonewall WEI submission as the submission template questions could be supported by survey evidence. SA to attend the September 23rd Stonewall working group if she can.</p> <p>FDO suggested the enhanced diversity monitoring questions being developed in consultation with the colleagues EDI networks could be used for the survey. FDO and SA to meet to take this forward.</p>	<p>SA & KC</p> <p>FDO & SA</p>
5	<p>Questions arising from transformed Athena Swan presentation 28.07.21:</p> <p>a. PTO application(s)</p> <p>KC outlined discussions by the HaSS Faculty Steering Group meeting regarding the new opportunity to do AS applications specifically for Professional, Technical and Operations colleagues. The group had discussed whether NU might do a University-wide PTO application. As professional colleagues often develop their careers by moving between Schools, Faculties, and central services, an approach that looked across those organisational structures could be beneficial. Another possibility would be to include Faculty-based PTO colleagues in Faculty applications and focus a separate one on PTO colleagues in the central services teams.</p>	

	<p>FDO had interpreted the guidance as meaning the new process was for PTO directorates while KC felt that there may be flexibility. We need to ascertain if it is possible to do a whole-institution PTO application. KC to check whether Kelechi Dibia attended the PTO event and has the recording/slides.</p> <p>JR suggested we ask the Russell Group Athena Swan managers group at the next meeting to see if any others are thinking of this. Additionally, we will undertake an options appraisal before making any final decision.</p> <p>b. International campuses and Athena Swan We have approached Advance HE for guidance or examples of good practice from other Universities with international campuses but are awaiting an answer.</p> <p>SK outlined that prior to the transformed charter there was not much appetite to reapply for an award within NUIS but there is more now. A benefit of a Faculty application within SAgE (which is being considered currently) would be to be able to include NUIS within it. SK will provide an update on NUIS at a future meeting.</p> <p>JR suggested we speak to other Universities with international campuses to learn from their approaches.</p> <p>AR outlined how FMS have been improving links with NUMed's EDI team. NUMed is putting in place EDI student reps. FMS has specific actions in its action plan that relate to NUMed and has monthly catch-ups to support those. The EDI team in NU has been supporting Equality Analysis in NUMed.</p> <p>PB mentioned the work by FDO, VP and EF to work with NUIS on Equality Analysis and how it might work in a Singaporean context.</p> <p>JR asked whether we should have representation from international campuses on the USAT. There was agreement but the time difference would need to be considered.</p> <p>c. Representation on USAT The question of student voice on the USAT had been raised at the July meeting by JS. JR suggested we will identify a student to be on the USAT, in addition to the sabbatical officer. AR suggested a PG and an UG student.</p> <p>JR noted the work FDO and JR are doing to consider the representation on the USAT and whether any roles or parts of the University are missing and asked everyone to think about this and feedback.</p> <p>d. Mapping other work that could feed into Athena Swan The New AS principles include social injustice and the question at the last meeting from JS was what other committees and groups we could link into to understand the work that is taking place and alignment with AS.</p>	<p>KC & FDO</p> <p>FDO & JR</p> <p>JR & FDO</p> <p>All</p>
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	<p>VP suggested the Social Justice Group might be a good forum.</p> <p>MH suggested we approach Sanctuary Scholars to be a USAT member.</p> <p>PB suggested we ask someone who works in the social justice space attends a future USAT meeting.</p> <p>SK suggested we hear from someone involved in the engagement and place work, which features gender equality. JR & FDO to identify someone.</p>	JR & FDO
6	<p>Transformational Leadership Programme participants' 'Women into Leadership project' - FDO</p> <p>A group of NU colleagues is undertaking Advance HE's Transformational Leadership project and are developing a project on women into leadership as part of their participation, to be delivered by March 2022.</p> <p>They are keen to align with the AS action plan and priorities and have identified areas of interest including the mid-career stage as very important to women's career progression and part time working as a barrier to career progression.</p> <p>FDO has supplied some data analysis on the pipeline for PS and academics, including PT working, as well as identified some actions in the AS action plan that might align with their interests. They are now finalising their area/s of focus and will write a project plan. The USAT will be updated, perhaps by them attending the November or January meeting.</p>	FDO
7	<p>Advance HE EDI conference 2022 call for papers</p> <p>Members shared various ideas for NU submissions for the conference, including:</p> <ul style="list-style-type: none"> • Humble learning theme may link well with VP's training and work on Allyship (AMcF) • Our Inclusive leadership and leading through values work (JR) • Pronouns work (PB) • Contested Spaces of Diversity project (PB & KC) • EDI work and emotional labour in HE paper being prepared by SG, GL and Joey Jenkins (SG) <p>JR hopes for a strong presence at the conference from NU as we have lots of good practice to share. JR invited everyone with ideas to go ahead and submit proposals for the conference and to let FDO and JR know so we have an overview of all NU submissions.</p>	All
8	<p>Date and time of next meeting</p> <p>Tuesday 9 November 2021, 09.30– 11.00, King's Gate 5.13 and via Zoom.</p>	