



## Athena SWAN Strategy Committee

### Notes of the meeting held on 17 February 2016

#### Present:

Prof Gill Hogg, Deputy Principal –External Relations (Chair)  
 Kathryn Taylor (Clerk)  
 Tina Donnelly, Athena SWAN Officer  
 Mark Adderley, Director of Human Resource Development  
 Sue Campbell, Communications Manager  
 Dr Dawn Maskell, Assistant Lecturer, SLS  
 Prof Steve McLaughlin, Head of School, EPS  
 Ambrose Okpu, PhD Student, EPS  
 Dr Oluwafunmilola Ola, Research Associate, EPS  
 Dr Gillian Thomson, Associate Professor, EPS  
 Sharan Virdee, Equality and Diversity Advisor

#### Apologies:

Dr Thomas Aspray, Assistant Professor, SLS  
 Sahara Choudhury, Vice President Wellbeing  
 Ms Ann Marie Dalton, Secretary of the University  
 Prof Duncan Hand, Interim Deputy Principal, Research and Knowledge Exchange  
 Dr Fiona McNeill, Associate Professor, MACS  
 Dr Gillian Menzies, Associate Professor, EGIS  
 Prof Gareth Pender, Head of School, EGIS  
 Dr Kate Sang, Associate Professor, SML  
 Prof John Sawkins, Deputy Principal, Learning & Teaching  
 Prof Fiona Waldron, Head of School, TEX  
 Dr Hind Zantout, Associate Professor, MACS (HWU Dubai)

| Note                               |   | Action Owner |
|------------------------------------|---|--------------|
| <b>1. FORMAL MATTERS</b>           |   |              |
| <b>1.1</b>                         | Apologies noted.  |              |
| <b>1.2</b>                         | <b>Minutes of last meeting ASSC/16/01</b><br>Agreed.  |              |
| <b>1.3</b>                         | <b>Matters Arising ASSC/16/02</b><br>Nursing rooms in Dubai and Malaysia were now available. The Edinburgh nursing room, which Alison Hamilton-Pryde (EGIS) helped design, was being painted. The room would be launched in Prof Hogg's speech at the International Women's Day Conference. |              |
| <b>2. Planning Next Submission</b> |   |              |
| <b>2.1</b>                         | <b>The Renewal Plan ASSC/16/03</b>  |              |

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|---------------------------|---|----|
| <b>2.2</b>                | <p>UE had endorsed the proposal. A Project Group would be established to coordinate planning - members would be Gill Hogg, Tina Donnelly, Steve McLaughlin and Sharan Virdee. Working groups would be established.</p> <p><b>Application Form ASSC/16/04</b></p> <p>It was agreed the application needed to read as one narrative, hence the narrative working group. Other working groups would focus on identifying themes and potential for action. The leads for working groups would be facilitated and supported. Members agreed an email to be sent out to attract new ASSC members.</p> <p>TD highlighted new parts of the application form including (1) Supporting trans staff, (2) the need to consult staff re how they are supported with regards to childcare, and (3) policies and practices in place to assist transition from part-time to full-time working after a career break.</p> |    |
| <b>3. Progress Update</b> |   |    |
| <b>3.1</b>                | <p><b>Bronze Action Plan Update ASSC/16/05</b></p> <p>Received.</p>   |    |
| <b>3.2</b>                | <p><b>Risk Register ASSC/16/06</b></p> <p>Approved.</p>   |    |
| <b>3.3</b>                | <p><b>Schools Progress Report ASSC/16/07</b></p> <p>An action was agreed to seek to compile formal lessons learned document from School application experiences.</p> <p>TEX and EBS applications would be followed up in due course as part of the next round of Athena SWAN roll-out.</p>  | TD |
| <b>4.</b>                 | <b>Any other business</b>   |    |
| <b>5</b>                  | <b>Date of Next Meeting</b>   |    |
|                           | 12 July 2016  |    |