School of Computer Science Athena SWAN Meeting Notes

9th July 2015 1.30pm Room C1

Attendees	Apologies
Rebekah Goddard (Guest- HR representative for Athena SWAN team) James Goulding Boriana Koleva Sarah Martindale Rong Qu Milena Radenkovic (Chair) Hannah Robinson Holger Schnädelbach Samantha Stapleford-Allen (Notes) Sue Whitham (Guest – HR Business Partner for Computer Science)	Uwe Aickelin Fiona Cotterill Lesley Fosh Daniel Serotsky

Rebekah and Sue were introduced to the group. They are keen to foster a good working relationship between the School's Athena SWAN committee and HR, along the same lines as other University departments.

Milena led the meeting by working through the action plan (circulated), gathering updates on each bullet-pointed area. Key information included:

1) *Gender balance in UG student population:* This is a problem area for Computer Science across the country. It was agreed that if the data analysis previously assigned to Fiona, Sarah and Lesley is too labour intensive then the raw data alone would still be useful. Milena suggested that it would be good to provide a template for data analysis which could then be used year on year. Sarah suggested that a shared repository for all useful data would be good way forward.

1.2) A*ttract female student to UG courses:* UCAS could help provide a national picture as it is important to have information regarding other CS departments. Milena suggested that Elizabeth Davey may be able to provide appropriate metrics other that just applicant figures.

1.3) *Provide support for new and current UG students:* 'Women in Computer Science' group had a successful meeting

2.1) *Address poor female application success rate and academic promotions:* HR flagged that it would be worthwhile checking who has undergone 'Unconscious Bias' training in the School so that recruitment panels have at least one trained person included. Rebekah also mentioned that HR can advise on language to be used in adverts so that they are as inclusive as possible when recruiting.

2.2) *Support female post-doctoral student considering a career in academia*: HR pointed out that evidence of continuous support (rather than one-off events) is important. Worth checking what

support Post Docs need, possibly through focus group discussions. HR think that it is positive that the School has a Grant Academy in place and that it might be worth looking at how other Schools organise pre-promotion meetings (which encourage and advise those looking to apply).

2.3) *Promote and Support Fellowship Applications*: It would be useful to have application figures for fellowships. Rachel Jacobs and Jenna Reps have been successful previously, and Lesley Fosh has just submitted an application.

2.4) *Publicise female role models via case studies and other activities on School website and social media*: Research Admin Team currently responsible for circulating details of School Seminars. It is something for the research groups to consider when arranging the talks as to whether more women can be invited to give talks. Retrospective data should be easily available and female speakers are regular in the MRL talks.

2.5) *Improve gender balance in senior staff*: Look in to the possibility of sourcing the percentage of applications to WAND/APPLE/Aurora and ILM.

3.1) *Host an Equality and Diversity Training Event that will be open to all staff and PhD students:* Completed previously. Someone will be coming in from Professional Development to go through 'Unconscious Bias' training.

3.5) *Develop improved induction procedures:* Research Admin Team leading on this (new academics etc.). Would possibly be a good idea to ask for induction feedback from latest members of staff

3.6) *Fully implement the University's workload model*: This could be something for HR to take the lead on

3.7) *Improve social interaction between staff*: This could be something covered in the survey with a follow-up in focus groups.

Sarah Martindale talked through the student data she had received from Elizabeth. There has been no in-depth analysis as yet, but it is becoming apparent that having a national picture as a comparison would be extremely useful. **Sarah to send through slides.**

Survey to be conducted in October when people are back from holidays with a follow-up before Christmas.

Athena SWAN submission in 2016 will follow the new guidelines and use new forms – Milena to circulate information.

Next meeting to take place in September – Milena to send through date suggestions.

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