
This newsletter is to inform on the University’s journey towards obtaining and maintaining awards at Institutional and Departmental level.

Warwick is currently one of 9 Institutions to hold a Silver Institutional Athena Award. All Warwick STEMM departments hold awards at either Bronze or Silver level. Until May 2015 Athena was only for Science, Technology, Engineering, Maths and Medicine disciplines. In 2014 a pilot on a “Gender Equality Charter Mark (GEM)” was trialled for Arts, Humanities, Social Science, Business and Law (AHSSBL) departments. Warwick Business School participated in the trial and was successful in obtaining a Bronze award.

In May 2015 the Equality Challenge Unit (ECU) who administers the charter marks expanded the award to recognise work undertaken in AHSSBL, in professional and support roles, and for tran’s staff and students. The charter now recognises work undertaken to address gender equality more broadly, and not just barriers to progression that affect women.

Further information can be found on the following webpages:

**Equality and Diversity webpages:**

http://www2.warwick.ac.uk/services/equalops/athena/

**ECU webpages:**

http://www.ecu.ac.uk/equality-charters/athena-swan/about-athena-swan/

In January 2016, membership to ECU became a subscription service and membership fees increased considerably, the fees are determined by an institutions income.

There are two submission dates per year, 30th April and 30th November (or the last working day).

In April 2016, three departments submitted applications to ECU:

Warwick Medical School who currently hold a Silver award submitted for Gold, CEDAR and Economics submitted for their first Bronze award. Results will be announced in November 2016.

In November 2016, Warwick’s Institutional award is due for renewal, and subsequently an Athena Working group meet regularly to analyse the data and prepare the submission/action plan to apply for Silver renewal or Gold in November 2016. The criteria set by the ECU will determine whether Warwick can apply for Gold, this is dependent on the outcome of the departments who submitted for awards in April.

- There must be one department who hold a Gold award
- The majority of STEMM departments must hold silver awards
- The majority of AHSSBL departments hold at minimum a Bronze award.

Under the new expanded Athena process, awards will be valid for 4 years instead of 3 as in the previous scheme.

A detailed Athena SWAN report is produced annually and can be found at:

http://www2.warwick.ac.uk/services/equalops/athena/annual_report
Here are some of the great initiatives to have come out of the Athena SWAN work at Warwick:

School holiday scheme for 5 -11 year olds: The holiday scheme was piloted in 2013 and has run since then with successful outcomes. The holiday scheme runs during the summer and Easter holidays, and feedback has been outstanding. During Easter 2015, 98 children registered to attend, summer 2015 had 158 children registered. The Easter 2016 scheme had 81 children attend, and registration for summer 2016 scheme will open imminently. The scheme is open to all and you do not have to work or study at Warwick to be eligible to enrol your children for the scheme.

Conference Care Fund: a fund that has been set up to assist with childcare costs incurred when individuals attend conferences/workshops, (£100 per claim). This has been expanded in 2016 to include AHSSBL, since 2012, 47 grants have been awarded. In 2014/15 – 22 grants were awarded – 3 of these were to male applicants.

Academic Returners Fellowship: In January 2015, a University initiative was launched to assist returning academic staff who had been on maternity/paternity/adoption leave to have more time to focus on getting their research back on track. The Fellowship ‘buys out’ teaching and administration duties for a period of time to allow the returner to concentrate on their research. 6 fellowships have been awarded since January 2015 (5 females and 1 male).

January – June 2016 Events:

Inspiring Women Events were launched in May 2015, these events have grown in popularity and from October 2015 expanded to include female students.

International Women’s Day 2016, two speakers gave thought provoking, inspiring talks – Siobhan Benita and Sandra Chapman. The event was open to staff and students, 70 people registered to attend.

Demystifying the Promotions Process, was held in March 2016, 30 members of staff attended – 13 male, 17 female.

Women in Academia Workshop, was held over 2 days, 25/26th February. Approx. 26 female academics attended the workshop to discuss gender opportunities at Warwick. The workshop was facilitated by Pro-Chancellor and Deputy Head of Council, Viki Cooke.

Athena SWAN Survey:

In preparation for the Institutional submission. All staff were given the opportunity to respond to a survey which comprised of a selection of questions taken from the Athena submission form. The questions were based around Maternity, Paternity, Adoption, the University Nursery facilities and policies on Caring responsibilities.

81 responses were received.

Key themes:

- Excellent nursery but not enough spaces and the waiting list is too long.
- No specific guidelines or policy for Carer’s.
- Other Institutions have a better maternity policy/longer leave at full pay.
- Support depends very much on the department/line manager, this needs to be more consistent.
- More support needed on the return to work after leave i.e. regular 1:1, ensure desk available, hand over, smoother transition back into work.
- More flexible/home working.

All responses will be reviewed by the Athena Working Group.
STARTING THE ATHENA JOURNEY

Department’s should:

- Have the full support and commitment of the Head of Department.

- The Head of Department will be required to provide a letter of endorsement the ECU and to show commitment to the principles of the Charter Mark.

- Set up a self-assessment team, the group should have a diverse membership and be led by a Senior Member of Academic staff/Administration or Head of Department. To include PhD students, Support Staff, Outreach, and Admissions Tutor.

- Familiarise yourself with the Athena paperwork/handbook

- Provide a description of the self-Assessment team, i.e. gender, part-time/full time/caring responsibilities etc.

- Look at the timings of meetings to ensure part time staff are not adversely impacted. Set meeting dates in advance, one or two meetings will not be acceptable.

- Brief the department to advise that you are starting the process and engage with staff to determine what issues need to be addressed.

- Establish a departmental webpage to keep staff informed of progress. Post minutes of each meeting, update with staff success stories, photographs, events etc.

- Identify members of staff to take responsibility for sections of the submission form – i.e. Section 4, student data to the Admissions Tutor.

- Request staff and student data and begin analysis to gauge how the department’s gender balance looks and look at areas for improvement.

- Circulate a culture survey to all staff, this will give you an insight into the issues in the department and hear what you are doing well – this can be made available through the Equality and Diversity Team.

- Draft an action plan with realistic actions and objectives. The action plan should address some of the issues you have identified through the data analysis and survey results. Action Plans should be over a 4 year period.
QUICK WINS

- Ensure all departmental meetings/events and seminars are held within core hour’s (where possible), vary the time/day the meetings are held to ensure part time staff and those with caring responsibilities are not discriminated against.
- Look at the gender balance of your committee memberships.
- Look at the gender balance on departmental publicity and Admissions/Open days.
- Ensure training opportunities are available to all members of staff, Post docs and PhD students.
- Provide opportunities, discuss and understand career aspirations of staff and students.
- Look at your induction process – do you have one?
- Track the destination of your PhD students and Postdocs – find out where they go, if they want to remain in an academic career and how they felt about their time at Warwick.
- Publicise achievements – raising the profile of underrepresentation in your departments.
- Ensure you have a transparent work load model.
- Remove images that reinforce male/female stereotypes.
- Support flexible working.

Sector updates from the Equality Challenge Unit:

- The ECU announced that in the November 2015 submission round there were 7 institutions, 76 departments and 1 research institute awarded Athena SWAN Awards, recognising the commitment to gender equality and career progression in HE.
- Five ASSHBL departments gained a Bronze award.
- ECU are in the process of developing a programme of webinars which will support institutions in developing and implement the recruitment processes to ensure that they are accessible and inclusive.
- ECU have produced a “know your numbers” booklet on key equality stats and infographics that can be used on webpages: [http://www.ecu.ac.uk/publications/know-your-numbers/](http://www.ecu.ac.uk/publications/know-your-numbers/)
- 12 institutions are participating in a project looking at student admissions and recruiting students from underrepresented groups.

For further ECU updates visit: [http://www.ecu.ac.uk/](http://www.ecu.ac.uk/)