Women in STEM committee meeting 7 May 2018
Welcome to new members!

Main topic: what are our goals for the year? What are we going to do this year?
We discussed some of the previous actions of the committee.

Some possible items were:

1. Gender in STEM talks by invited internal or external speakers
2. A review of how equity policies are implemented in different areas of our faculty - share and learn from best practice
3. Networking event with a career focus - invite some industry or similar panellists to talk about their career trajectories e.g. "Killing it in Science" workshop on 13 April
4. Forum on family - what are pitfalls? what are survival strategies? hear from partners as well?
5. Review of suggestions from ECR women in STEM lunch last year - please see summary of the discussions.
6. External workshop on communications or time management or presenting yourself

   for example: Heather asked about STA communications workshops which are explained in the website https://scienceandtechnologyaustralia.org.au/what-we-do/super-stem-communicator-workshop/?platform=hootsuite

   This is a package, based on the Superstars of STEM training. Could we do some of that with a selected presenters? Ask Ronika Power, or Ann Brewer of Uni Newcastle?

Discussion:

We need to **promote the existence** of the committee: eg start with a committee website!
Action – Judith to ask Emma Bowen for a page on Faculty website.

Can we get an insert into department newsletters to promote our committee? Mention at DAC. What else? Action - Judith to speak at DAC, members of the committee to insert a summary into their dept newsletters.

Hiring policies in the Faculty – gender representation on hiring panels. Unconscious bias videos. The current video is from Royal Society: https://royalsociety.org/topics-policy/publications/2015/unconscious-bias/

Also there is another video with additional tools from the Institute of Research Centres of Catalonia

https://www.rri-tools.eu/-/recruitment-bias-in-research-institutes I think this is effective as it is presented within a research environment.

Action – Roberta to discuss with Executive.

To identify priorities for activities: Send out a **Qualtrix survey** to women in the faculty: Did you know that the Faculty has a women in STEM committee? What would <u>you</u> like the Women in STEM committee to do to promote women in STEM in the faculty? We propose a series of workshops/talks: preferred times? Priorities for topics? Need an email list of the women in the Faculty.

Actions – Emma to seek an email list of women in the faculty, Judith and Kerrie to collate list of questions with input from Lesley Hughes/Emily Brennen on ECR network

We propose to **hold a series of monthly lectures and workshops** on career and personal topics – eg in E7A 8th floor rooms?

Preferred **times**? Lunchtime, early afternoon, late afternoon? (This will influence the catering we provide!)

Action – all members of committee to provide feedback on the list below and suggest their priorities, and preferences.

Action – all members of committee to suggest names of speakers or panellists for topics below. – eg dual career couples both at MQ to talk about family balance?

Which **topics** should we target?

Work life balance

       Family matters - talks from partners as well as women?

       Family friendly policies and events?

       What does the university offer? – policies etc

Promotion applications – this is something that we do in other workshops – I think individual connections would be more useful here.

Career planning – pathways and strategy

Self-promotion/prizes/awards – how to identify prizes and promote yourself!

Mentoring – finding a mentor or being a mentor – guidelines!

Leadership – professional or academic careers – maybe a panel discussion, workshop?

Supervision of female or male students? What is needed?

Fixing the system within the university? – review of gender policies

Unconscious bias training/hiring – should target hiring or selection panels for staff and HDR

Negotiation skills – finding your voice

Other????