



# OzGrav Equity & Diversity Action Plan

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## 1 Equity & Diversity Statement

The ARC Centre of Excellence for Gravitational Wave Discovery (OzGrav) is strongly committed to equitable and inclusive treatment of all its members and colleagues, and to the elimination of discrimination and barriers of disadvantage.

Equity and diversity issues are wide ranging and include characteristics such as age, diversity of sex, sexuality and gender, religion, indigenous status, non-English speaking background, race, disability, mental and physical health, pregnancy, parenting and other responsibilities related to care of dependents. It is important that the Centre's personnel reflect the diversity of the community, and that we implement strategies to help under-represented and disadvantaged groups overcome barriers and to promote equality of opportunity.

We recognise that gender equity is a particular issue facing the fields of physics and astrophysics, and science, technology, engineering and mathematics (STEM) more broadly. The Centre has an important role to play in helping to address this situation. We will draw on the best practices endorsed by the Athena Swan Charter, the ASA IDEA Chapter, the Science in Australia Gender Equity (SAGE) Pilot, and Swinburne University's Gender Equality Strategic Action Plan. We have also drawn on the policies and plans of the ARC and other centres of excellence, in particular the Pleiades gold award winning CAASTRO.

We recognise that each of our university partners have policies and processes in place to improve equity & diversity. We will therefore aim to leverage, align with, and augment the institutional program, as appropriate. Where there is inconsistency, university policy will override Centre policy.

## 2 OzGrav Equity & Diversity Action Plan

This plan has been developed by the OzGrav Equity & Diversity Committee, which is also tasked with overseeing and evaluating its implementation, and improving the plan as required and to ensure that it reflects best practices. Performance against the plan is also monitored by the OzGrav Executive Committee and Governance Advisory Committee.

### 2.1 Grants to support equity & diversity

- OzGrav will offer a competitive carer grant scheme, to enable people with primary carer responsibilities to participate in conferences or travel to work with collaborators. This is designed to be flexible and may be used to cover, for example, childcare costs (at home or on-site) and travel of dependent children to accompany the primary carer.
- OzGrav will consider offering competitive grants to support professional development and leadership training of members who are typically under-represented in the fields of physics and astrophysics, and/or whose careers have been disadvantaged due to e.g. their background, health, or carer responsibility.
- OzGrav will consider requests to support PhD stipends for female and minority candidates who are meritorious but did not receive a full PhD scholarship.

- The percentage of OzGrav awards and grants that go to female candidates must at least reflect the percentage of females in the centre, and be no less than 25%.

## 2.2 Inclusive family-friendly working practises

- Flexible work arrangements and hours to accommodate members' needs and responsibilities.
- Centre personnel should not be expected to work outside of normal working hours except via special arrangement. Centre personnel should not be expected to work longer than standard hours on a regular or routine basis.
- Every effort will be made to schedule core meetings between the hours of 10am and 3pm, with consideration given to participants in other time zones. We recognise that with our nodes spread across Australia and our collaborating organisations spread around the world, this is very challenging and sometime not possible. The ability to join meeting via videoconference should be arranged and meetings recorded if people are unable to attend.
- Privacy/parent rooms should be available at members' home institutions.
- Children should be welcome in the workplace (subject to University policy and OH&S compliance), with children permitted in meetings when child-care is not available.

## 2.3 Inclusive and respectful events

- Any OzGrav-funded or sponsored conferences and workshops will be asked to consider diversity on their organising committees, speaker lists, and chair list.
- Medium-to-large-scale OzGrav meeting should begin with an appropriate Acknowledgement to Country to respect the traditional owners of the land.
- The ability to join meeting via videoconference should be arranged and meetings recorded if people are unable to attend.
- Childcare options will be provided for the Centre's annual retreat and key workshops.
- OzGrav has a Code of Conduct that outlines the behaviour we expect of our members at events. This is published on our website, and is communicated to members prior to the event.
- OzGrav will not schedule social activities where the primary focus is the consumption of alcohol and will not organise social events with an "open bar".
- Bystander training will be provided for all members, as there is growing evidence that empowering bystanders to intervene and/or report harassment can be more effective than traditional anti-harassment training.

## 2.4 Equity & Diversity in recruitment

- The primary consideration for any OzGrav appointment is the candidate's merit relative to opportunity.
- Positions must be advertised with a statement outlining a commitment to equity & diversity, and encouraging applications from female candidates and candidates with minority and diverse backgrounds.
- Positions within the Centre should be offered with a part-time option.
- OzGrav aspires for a 50:50 gender balance of its new recruits by 2021.
- The Centre will examine the gender composition of all appointments and members, and where necessary set gender targets for recruitment. For each new appointment we will require a brief selection report from the node, giving gender breakdown of panel, applicants, shortlist etc
- All recruitment panels must have a reasonable gender balance.

- OzGrav will consider supporting prestigious competitive fellowships/scholarships that are for underrepresented minorities in the field, and are widely promoted to ensure that they attract outstanding candidates.
- We will consider making strategic funds available for a “pre-recruitment” visitor program that targets potential female candidates for OzGrav positions.
- OzGrav is committed to equal pay regardless of gender, race or background etc. This applies to all staff including postdoctoral researchers, tenured positions, professional staff and PhD support for students.

## 2.5 Monitoring centre diversity & inclusiveness

- OzGrav will on occasion collect demographic and diversity data about our members, but will always respect the privacy of individuals and the provision of any such information will be voluntary.
- The Centre will run an anonymous annual climate survey of its members to understand the demographics and backgrounds of our membership, any issues around inclusiveness, bias or discrimination they face in the workplace, and seek suggestions for how to improve the Centre’s equity & diversity. This will be undertaken by an independent individual or agency, following endorsement of the survey and its implementation plan by the Swinburne University Ethics Committee.
- The Centre will monitor the gender balance throughout the recruitment process (i.e. applicants, shortlists, selection panel members) and at OzGrav events (i.e. participants, speakers, chairs, organising committee members).
- Exit interviews will be undertaken with departing OzGrav members to get feedback on their experiences within the Centre and suggestions for areas where the Centre can improve.

## 2.6 Training & Support

- Equity, diversity, and unconscious bias training will be provided for all members. This will be undertaken at least annually using a range of mechanisms, including implicit bias training, panel discussions, invited speakers, and interactive workshop sessions delivered by skilled facilitators.
- Bystander training will be provided for all members, as noted above.
- Training will be offered to Chief Investigators on leadership & management, if they haven’t already completed such training
- Two appropriately-trained ombudspople will be appointed, who will be available to provide confidential, informal, independent, and neutral dispute resolution advisory services for OzGrav members. The Ombudspople can assist members in identifying and evaluating options for resolving and managing conflicts, provides informal mediation services, and makes referrals to other appropriate institutional resources. The Ombudspople are meant to help with conflicts that arise in OzGrav committees, working groups or events, not in problems internal to an academic institution, which should usually be mediated by the appropriate institutional offices.
- OzGrav will encourage all its members with supervisory and/or mentor roles to undertake mental health first aid training.
- OzGrav recognises that its current research leadership has poor gender balance and will use its professional development program and succession planning to improve the gender balance by the mid-term review.
- Through our professional development and mentoring programs, OzGrav role models with diverse and disadvantaged backgrounds will share their stories and advice with our early career researchers.



## 2.7 Addressing equity & diversity through education and outreach

- Centre educational and outreach materials will be gender neutral, with imagery and videos reflecting a diverse and inclusive environment, and showcasing our female ambassadors in STEM.
- We are developing a schools incursion program that we can bring to schools. We plan to have school visits to rural and lower socio-economic regions, multi-cultural schools, and girls' schools.
- The OzGrav members involved in our education & outreach activities should reflect diversity.

## 2.8 Reference materials:

<http://www.caastro.org/gender-action-toolkit>

<https://acems.org.au/acems-equity-diversity-program>

<http://www.arc.gov.au/arc-gender-equality-action-plan>

<http://www.swinburne.edu.au/media/swinburne.edu.au/about-swinburne/docs/pdfs/Gender-Equality-Strategic-Action-Plan-2015---2016.pdf>

<http://www.swinburne.edu.au/about/strategy-initiatives/safety-equity/equity-diversity/>

<https://asa-idea.org/>

<http://www.sciencegenderequity.org.au/>