

Aston University LHS – Athena Swan Silver award Action Plan – November 2012

Action Plan Objective	Section	Issue to be addressed	Current status	Action planned	Priority (Hi / Med / Lo)	Responsibility	Start date	Completion date	Success measure	Progress
1	Student data	Disproportionally few females on postgraduate Research Programmes	Information not formally analysed	Offering postgraduate research bursaries for women returners following maternity leave and offering bursaries for part-time PhDs and distance learning programmes on a proportional basis	Hi	Associate Dean Research & Enterprise	01/12/2012	30/06/2015	Increased number of bursaries offered to part-time and distance learning research students. More females undertaking PhDs	
2	Student data	Disproportionally few females on postgraduate Research Programmes	Support largely informal	Support access to external post-doctoral fellowships targeting outstanding early career female researchers in STEM subjects who wish to establish an independent research career in the UK	Med	Associate Dean Research & Enterprise	01/01/2013	30/06/2015	Increased female research students with external funding. More females undertaking PhDs. More female postdoctoral research fellows	
3	Student data	Disproportionally few females on postgraduate Research Programmes	Support largely informal	Provide opportunities for staff to actively promote scientific careers to undergraduate and masters students	Med	Associate Dean Research & Enterprise, Postgraduate Tutor	01/01/2013	30/06/2013	Careers events held. More females undertaking PhDs	
4	Student data	Increase the internal and external profile of female scientists	Information captured and distributed through bi-weekly all staff emails	Create a section on the Aston University website capturing and displaying the achievements and progress of female scientists	Med	Head of Research Support Office	01/01/2013	31/03/2013	Webpage set up and displaying all collated information on female achievements	
5	Student data	Relatively few females on postgraduate Research Programmes	Low student numbers studying for PhDs on a part-time basis	Raise awareness of part-time PhD programmes	Hi	Associate Dean Research & Enterprise, Programme Leads, Marketing	Immediate	Continuing	More females undertaking PhDs	
6	Student data	Relatively few females on postgraduate Research Programmes	No placements currently offered	Offer in-house summer research placements for undergraduate students who are interested in undertaking research degrees	Hi	Deputy Dean	01/12/2012	31/03/2013	3 School-funded placements created	
7	Student data	Relatively few females on postgraduate Research Programmes	No talks currently arranged	Invite previous female PhD students to come and talk to current undergraduates and masters students	Med	Associate Dean Research & Enterprise, Postgraduate Tutor	01/01/2013	30/06/2013	Careers events held. More females undertaking PhDs	
8	Student data	Data on degree attainment by gender to be monitored as required for all sub-sections in 3bi-vi	Data held on central data systems	Analyse and report on degree attainment data. Consider report at Senior Management Team meeting.	Hi	LHS Quality Officer	01/12/2012	30/06/2015	Data readily accessible by staff. Positive trends observed. Information used to inform outreach activity	
9	Staff data	Shortage of senior female academic staff	Relatively few females at the higher grades	When recruiting to senior posts, use targeted approaches to increase applications from suitably qualified female candidates internally and externally. Include Athena Swan logo in adverts	Hi	Dean LHS and HR	01/08/2012	30/06/2015	More senior female applicants and appointments	
10	Staff data	Data on numbers and distribution of staff to be monitored	Data held on central data systems	Consider equality data annually at Senior Management Team meeting.	Hi	Dean LHS and HR	01/01/2013	30/06/2015	Data readily accessible. Positive trends observed. Information used to inform staff recruitment and career review activities	
11	Supporting & Advancing Women's Careers	Shortage of senior female academic staff	Relatively few females at the higher grades	Investigate shortlisting and recruitment decisions at post level	Hi	Dean LHS and HR	01/12/2012	30/09/2013	Analysis completed, report and action plan produced	
12	Supporting & Advancing Women's Careers	Outcome of selection process for REF 2014 submission	REF 2014 in preparation, staff selection underway, according to Aston Code of Practice	Review REF equality analysis to identify reasons for any inequality in the research outputs between women and men	Hi	Associate Dean Research & Enterprise and Research Administrator	Underway	29/11/2013	No complaints of gender bias	
13	Supporting & Advancing Women's Careers	Seniority gap in School	Fewer than 20% of Professors and 37% Senior Lecturers/Readers are female	Ensure PDR reviewers, mentors and female staff are aware of sources of expert advice and mentoring support	Med	Subject Leads	Immediate	30/06/2013	Increased support for female staff. Improved gender profile of senior staff	

14	Supporting & Advancing Women's Careers	Seniority gap in School	External awards are recorded in LHS and raised at the University weekly Comms meeting. Opportunities are available but may not be taken up by all those eligible.	Ensure PDR reviewers, mentors, female staff and students are made aware of opportunities for awards, prizes, travel opportunities, conference attendance etc	Hi	Heads of Group, Subject Leads	01/01/2013	30/06/2013	Good distribution of awards, prizes etc, to female EAS staff with suitable cases made known promoted widely in Aston and externally	
15	Supporting & Advancing Women's Careers	Seniority gap in School	Fewer than 20% of Professors and 37% Senior Lecturers/ Readers are female	Guarantee a place on targeted career workshops for all women returning from maternity leave	Med	Associate Dean Research	01/12/2012	Continuing	Increased support for female staff. Improved gender profile of senior staff	
16	Organisation & Culture	Preserve parity of genders on key School Committees	Equitable distribution	Review annually at Senior Management Team Meeting	Med	Dean LHS	01/06/2013	30/06/2015	Equitable distribution of women on relevant senior committees	
17	Organisation & Culture	Limited upward mobility of female staff	Some progression but numbers are small	Promote use of flexible working opportunities to staff where possible.	Med	Head of Groups	01/01/2013	30/06/2015	Increasing use of flexible work practices, career breaks, phased returns etc. Case studies publicised, where individuals are willing. Equality data published at a Senior Management Team Meeting	
18	Organisation & Culture	Limited upward mobility of female staff	Some progression but numbers are small	Promote and review Athena Swan Action Plan.	Hi	Chair of Athena Swan Group	01/12/2012	30/06/2015	Action plan implemented and reviewed regularly	
19	Organisation & Culture	Ensure female staff have a lighter workload upon returning from maternity leave	Women returning to academic posts after maternity leave are normally given lighter teaching loads, but this is not yet School Policy	Introduce School Policy stating that women returning to academic posts from maternity leave will have a lighter teaching load to help them re-establish their research	Med	School Head of Admin/HR	Immediate	31/01/2013	School Policy introduced	