



2019 FACULTY OF PROFESSIONS ACTION PLAN

for the Dornwell Framework

Action	By when	Accountable*
1. Strengthening Leadership Accountability		
1.1 - Setting Expectations		
➤ Report against GE target in mid-year Faculty/Divisional Planning and Performance Review process	July	ED
➤ Develop/monitor faculty plans and report on progress	Quarterly	ED
1.3 Measuring the Faculty's performance		
➤ Continue annual Gender Pay Equity reporting to VCE and establish annual reporting cycle to GED Committee <u>on academic promotion, research grants and GE target tracking</u>	June	HR/Faculty/GEC/
➤ Monitor the progression of female and male academics through the promotion process and track the number of years spent at the previous academic level for promotion applicants	December	HR
➤ Report on current use of flexible work arrangements throughout university staff (female to male ratio)	November	HR
2. Building an Empowered Workforce		
2.1 Setting Expectations		
➤ Remind staff and leaders about participation in the refresher EO online training through the provision of staff lists to managers identifying those who need to complete the module again	Ongoing	HR/Faculty
➤ Continue to pursue gender balance in the Research Tuesdays Oration series and work toward equal representation of men and women in other panel events at the University	October	Marketing/GEC/Faculty / Research Services
2.2 Engaging our staff		
➤ Review Gender Equity website to update and refresh	July	DI
➤ Educate and encourage the use of the Faculty Values Recognition Program to nominate staff for excellence in promotion of and achievements in the gender and equity space.	Ongoing	Faculty/HR

Action	By when	Accountable*
➤ Promote and ensure visibility of women by using a range of female role models and profile senior women leaders of UoA.	Ongoing	Faculty Marketing
➤ Host a meeting among female staff to discuss gender related issues and problems. Collate the discussion as a report and provide this to Head of Disciplines and other senior leaders/supervisors.	October	Faculty/HR/DI.
➤ Disseminate information on Dornwell framework to raise awareness in the Faculty through posters, screens, Nexus Foyer displays, Faculty Newsletter	August	Faculty
2.3. Support for Staff		
➤ Promote mentorship opportunities for women	Ongoing	DI/Faculty
➤ Promote use of flexible work arrangements by male staff.	Ongoing	HR
3. Growing and Strengthening the Talent Pipeline		
3.1 Recruitment		
➤ Remind hiring managers about <ol style="list-style-type: none"> 1. Utilising the gendered language decoder to support development of position descriptions, selection criteria and advertisements 2. Including a diversity statement in advertisements for positions 	Dec	HR
➤ Continue to enable women-only appointment process by applying Special Measures under the <i>Equal Opportunity Act</i> , as appropriate	Dec	EDs
➤ Evaluate for each academic appointment, the percentage of female applicants, interviewed and appointed and report to the DI committee.	Ongoing	HR/DI
➤ Ensure best practice recruitment tools and techniques are communicated to recruitment panels prior to the process commencing which includes specific reference to gender equity considerations and unconscious bias recognition to ensure a more equitable assessment process is undertaken and to help achieve a more diverse candidate pool	Ongoing	HR/HoS
3.2 Development and Promotion		
➤ Continue to actively identify women for academic promotion at all levels and provide mentoring for application writing	Ongoing	HoS, DI

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➤ Continue to provide Dependent Travel Awards to support staff with caring responsibilities to attend conferences	Ongoing	ED
➤ Promote University Women's Research Excellence Awards	Ongoing	DI
➤ Promote University of Adelaide Barbara Kidman Women's Fellowship Scheme and The Faculty of the Professions Women's Fellowship Scheme	Ongoing	DI/Faculty

Accountable*	
SAT	SAGE Self Assessment Team
AD	Associate Dean
ED	Executive Dean
GED	Gender Equity Committee
HoS	Heads of School
HR	Human Resources
AD	Associate Dean
ED	Executive Dean
GEC	Gender Equity Committee
HoS	Heads of School
SAT	SAGE Self Assessment Team
DI	Faculty Diversity and Inclusion Committee

Note: The yellow rows are actions that are part of the University Dornwell Action Plan for 2019 and need to be incorporated into Faculty Action plans.