Minutes for the Equal Employment Opportunity/Affirmative Action Committee meeting held on Monday 28 April 2003 at 2.00pm in Room 303, Building 36.


In Attendance: D.Kelly, K.Muir, M.Williams

PART 1: PRELIMINARY BUSINESS

1.1 Apologies were received from J.Steele & B.Webb, apologies were accepted. T.Pickwick attended as a substitute for N.Timbery.

1.2 Minutes of the February 2003 meeting were confirmed.

1.3 Meeting date for remainder of year were reissued and are Tuesday's June 17, August 19, October 21, November 25. All meetings will be in room 303 Admin building 36.

PART 2: BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Recruitment & Retention of Academic Senior Women Research Project

K.Muir outlined the activities she has undertaken as part of this research project. Her summary included:
- Statistical analysis of recruitment, promotion and retention rates of female academics at the University of Wollongong
- Compared UOW employment patterns of academic women with National statistics
- Interviewed 15 current female academics and 16 current male academics
- Interviewed 11 ex-female academic staff members from UOW and 7 ex-male staff members (numbers were reduced because of a lack of participation or an inability to contact staff members who have left)
- 3 focus groups were conducted with a total of 20 women
- UOW compared to best-practiced ‘gum-tree like’ universities (Griffith and Flinders).
  The HR Director from Griffith has been interviewed, the VC at Griffith will be interviewed on 1 May. Appointments with HR Director and VC at Flinders are forthcoming
- Interviews conducted by an external academic (Gill Considene) with UOW’s VC and Director of Personnel

A summary of the results was also presented.
- Women are underrepresented at UOW particularly at senior levels
- UOW is placed 28/36 nationally in regard to the representation of academic women
- Women need to be encouraged to apply for positions at UOW
- Academic women are less likely than men to be placed on the base salary
- Academic women are more likely to commence on shorter contracts than contracted academic men at UOW
- Academic women at UOW are less likely to apply for promotion than men
- Academic women leave UOW voluntarily at much higher proportions than they are represented
The report is now in preparation and includes recommendations in 4 broad areas
- Leadership issues
- Empowerment of women
- Review of academic women’s employment conditions
- Changing attitudes

It is anticipated a draft will be completed before the next meeting.

2.2 Celebrate Cultural Diversity, 2003.
D.Kelly updated the Committee on the purpose of International Week August 4 – 8. An activities list will be forwarded to Committee members when available. Committee members should prepare firm suggestions for EEO contribution at next meeting.

Action  M.Williams
Committee

PART 3: NEW BUSINESS

3.1 Report from EEO Director
The Committee accepted the report from R.Weekes without changes.

The Dean of H&BS reported on the success of the cadet appointed in his Faculty. R.Weekes reported feedback from other areas equally as positive. The Committee noted the success of the three Cadetships.

PART 4: NEW BUSINESS

4.1 Policy Review
Committee members have formed three working parties to review EEO policies and will report back to the Committee at the next EEO/AA meeting Tuesday 17 June. Dates and venue have been organised with each group. The working parties are as follows:

- **Sexual Assault Protocol J.Patterson, D.Jolley & Y.Kerr.**  
  Meeting Wednesday 21 May & 28 May 2.30pm-3.30pm John Patterson’s office Building 36.

- **Respect for Cultural Diversity T.Pickwick, P.McFarlane &N.Crittenden**  
  Meeting Tuesday 6 May 2.00pm – 3.00pm Nadia Crittenden's office Building 41 Room 151.

- **EEO/AA Policy D.Iverson & R.Weekes**  
  Meeting Friday 9 May 9.00am – 10.00am Don Iverson’s office Building 41.

Action  Committee

Mandi Williams
Secretary
EEO/AA Committee