UQ Gender Equality Action Plan 2023-2025

Overview

The Gender Action Plan will be placed within the University's broader strategic framework, namely *The University of Queensland Strategic Plan 2021-2025* and the. The strategy aligns with The University of Queensland Enterprise Agreement 2018-2021 and UQ's core values of **Creativity, Excellence, Truth, Integrity, Courage, Respect and Inclusivity**.

The University of Queensland (UQ) is committed to equity, diversity, and inclusion, and seeks to create a safe and inclusive environment where people of all genders feel valued and able to flourish. As part of this commitment, UQ actively takes steps to advance gender equity through targeted efforts to increase the representation of women in senior leadership, create a work environment that supports those with caring responsibilities, and reduce the gender pay gap. In addition to actions identified through the SAGE Athena Swan Silver pathway, the plan will address identified gender equality issues at UQ.

The UQ Gender Equality Action Plan aims to provide an overarching plan to enable a coordinated 'whole-of-UQ' approach to gender equity and reinforce UQ's commitment to being one of Australia's most inclusive universities. The Gender Equality Action Plan is supported by a monitoring and reporting function to ensure achievement of the University's vision of being a leading organisation in gender equity.

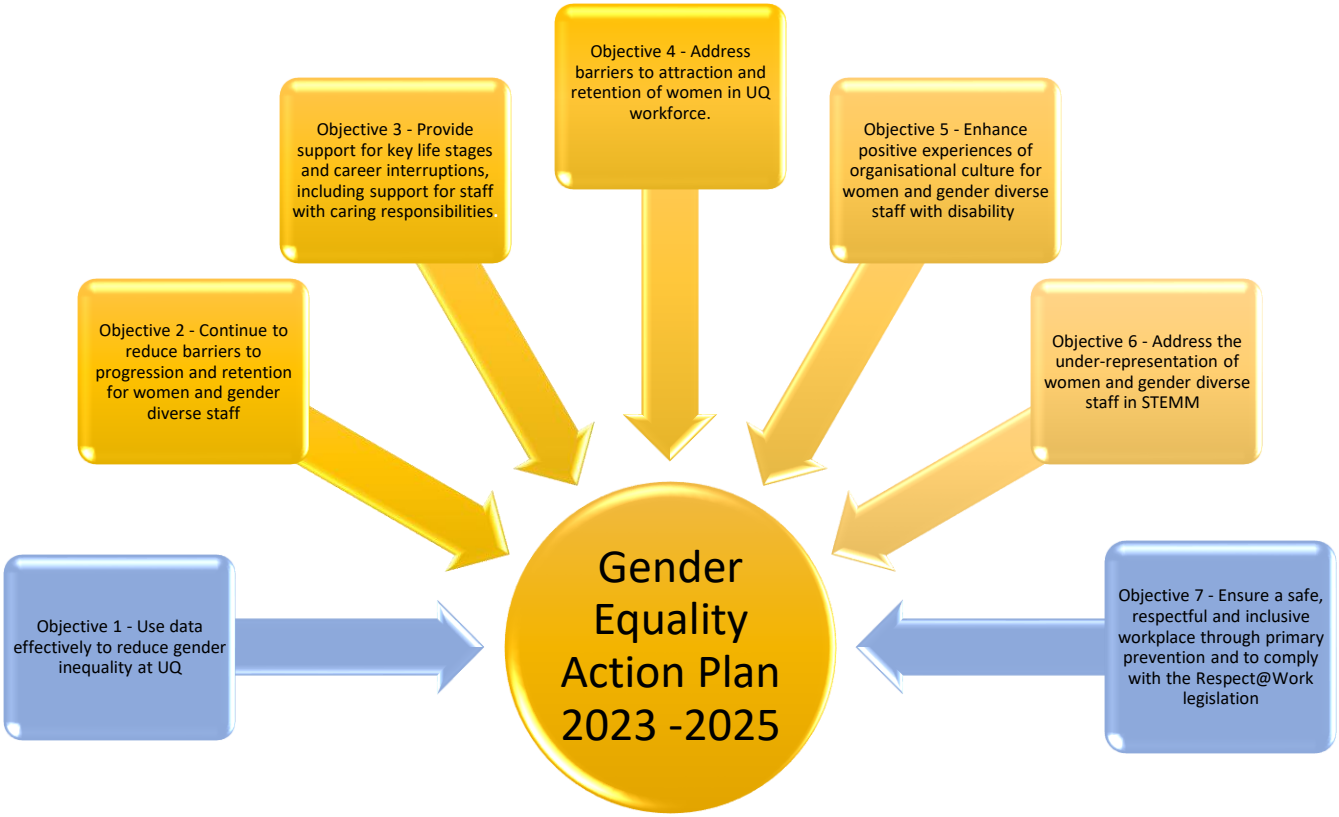
Governance

The Gender Steering Committee (GSC) is responsible for the development, oversight and implementation of the Gender Equality Action Plan 2023-2025.

The key roles and responsibilities of the committee are.

- Provide oversight of UQ's commitment to genuine and sustainable gender equity, diversity and inclusion.
- Lead the establishment and implementation of strategic initiatives to support gender equity, diversity and inclusion for staff at UQ, including in response to national initiatives, such as SAGE Athena SWAN.
- Monitor and provide regular reports on UQ's current state and progress towards achievement of strategic initiatives to support gender equity, diversity and inclusion, including gender pay parity.
- Build awareness and engagement with the broader UQ community through the implementation of an effective communication strategy.
- Identify and provide guidance to resolve issues and risks.
- Play a governance advisory role to the Vice-Chancellor through the University Senior Executive Team, and to Senate through the Senate Committee for Equity, Diversity and Inclusion.

UQ Gender Equality Action Plan 2023-2025



Objective: 1	Use data effectively to reduce gender inequality at UQ		
Action	**Measure**	**Responsibility**	**Timeframe**
1.1 Establish data requirements to enable effective gender equality analysis.	1.1.1 Gender equality data plan established with consideration of stakeholder needs and intersectional perspectives	CHRO	Q1 2024
	1.1.2 Gender equality data plan implemented	CHRO	Q2 2024
1.2 Monitor and regularly report on agreed measures for gender equality.	1.2.1 Annual reports produced for external reporting (WGEA)	CHRO	Q2 2023
	1.2.2 Annual reports produced for internal reporting (pay equity)	CHRO	Q1 2024
	1.2.3 Tools developed for leaders and managers to access reports of real time data as needed	CHRO	Q1 2024
1.3 Communicate UQ's achievements and progress in gender equality to build engagement with the UQ community and its stakeholders	1.3.1 'Cost of Gender Inequality' Report written to provide analysis of UQ's gender equality data and our future aspirations and communicated in an accessible way to UQ's community and stakeholders	GSC	Q1 2025

Objective: 2	Continue to reduce barriers to progression and retention for women and gender diverse staff		
Action	**Measure**	**Responsibility**	**Timeframe**
2.1 Continue to reduce UQ's overall gender pay gap	2.1.1 Annual Report produced to monitor and report on changes in the Gender Pay Gap. Report incorporates intersectional analysis.	CHRO	Q1- 2024
	2.1.2 Transparent and auditable processes and approach established for market loadings and other benefits.	CHRO	Q2- 2025
	2.1.3 Analysis undertaken to ensure performance and promotions processes are inclusive and mitigate bias.	CHRO	Q1 - 2024
	2.1.4 UQ's guidance and documentation provides clarity for staff and supervisors regarding expectations for performance evaluation and career progression for each academic category.	Provost	Q1- 2024
	2.1.5 UQ has a workload allocation process that supports transparency and equity for academic staff	Provost	Q1- 2024
2.2 Increase support for women and gender diverse staff through targeted UQ career progression programs.	2.2.1 UQ have a comprehensive Leadership Development and Career pathway program for women in academic roles preparing for promotion.	CHRO	Q2- 2024

	2.2.2 Uptake, application and retention outcomes of schemes such as UQ Amplify, AWARE and post-Laureate schemes monitored to assess their impact on women's retention and progression.	DVCRI	Q1 - 2024
	2.2.3 Women staff at UQ have ready access to clear information regarding career support programs.	Deputy Provost	Q3 - 2023
2.3 Establish workforce planning processes, training, and data to support gender equity goals	2.3.1 Gender equity goals embedded into workforce planning development.	COO, Provost	Q3 - 2024
	2.3.2 Workforce Modelling Guidance and reporting available at organisational unit level.	CHRO	Q4 - 2024
	2.3.3 Targeted recruitment measures are utilised as necessary and their effectiveness evaluated.	Heads of Organisational Units	Q4 2024
2.4 Ensure Performance Relative to Opportunity (PRO)is embedded in all assessments of performance.	2.4.1 PRO guidance for Managers/Supervisors made available and embedded in existing training.	CHRO	Q2 - 2024
	2.4.2 Guidance and training for applicants developed and implemented.	CHRO	Q2 - 2024

Objective: 3	Provide support for key life stages and career interruptions, including support for staff with caring responsibilities.		
Action	**Measure**	**Responsibility**	**Timeframe**
3.1 Monitor the uptake and outcomes flexible work arrangements, parental and carers' leave on staff retention and success.	3.1.1 Flexible work data is collected routinely, analysed using an intersectional approach and reported annually.	CHRO	Q4 - 2024
3.2 Increase the accessibility and effectiveness of support provided for staff with caring responsibilities.	3.2.1 Outcomes of pilot programs ('Return from Career Breaks Programs') established by Faculty of Medicine and Faculty of Science reported and used to inform future strategies.	GSC	Q4 - 2025
	3.2.2 Guidance for staff and supervisors on parental leave pathway/planning is available and consistently utilised.	CHRO	Q1 - 2024
	3.2.3 Pre-parental leave interviews are carried out by supervisors with a comprehensive plan outlining desired level of contact/support during leave periods and plans for returning to work.	CHRO	Q2 - 2024
	3.2.4 Paid parental leave is extended to non-birthing parents.	CHRO	Q1 - 2024

Objective: 4	Address barriers to attraction and retention of women in UQ workforce.		
Action	**Measure**	**Responsibility**	**Timeframe**
4.1 Ensure UQ recruitment procedures are inclusive and equitable.	4.1.1 All staff who participate in recruitment committee/panel decision-making processes have undergone appropriate committee/panel training.	CHRO	Q1 - 2025
	4.1.2 All Chairs of recruitment and promotion committees have undergone appropriate training in inclusive practice.	CHRO, Provost	Q1 - 2025
	4.1.3 Gender and diversity of selection panels are actively considered by Chairs and monitored.	CHRO	Q1 - 2024
	4.1.4 An Inclusive recruitment guide which unpacks and addresses the specific barriers facing diverse candidates is developed and readily available for all UQ staff involved in recruitment.	CHRO	Q2 - 2024
	4.1.5 PRO considerations are applied to all recruitment processes.	Heads of Organisational units	Q2 - 2024

4.2 Ensure inclusion of women and other diversity groups at all stages of the process, including attraction and retention.	4.2.1 UQ's web presence situates UQ as a progressive, inclusive employer of choice for women and other diversity groups.	Chief Marketing and Communication Officer	Q1 - 2025
	4.2.2 UQ has inclusive recruitment strategies which are aimed at attracting women and diverse applicants to join UQ.	CHRO	Q2 - 2024
	4.2.3 Data is routinely collected on experience of staff and applicants to UQ positions through surveys conducted at recruitment, one month after commencement and on departure. This data is analysed by gender and diversity attributes and reported annually to SCEDI.	CHRO	Q4 - 2024
	4.2.4 Induction processes are reviewed and evaluated regularly to ensure they provide adequate and appropriate support in relation to gender and diversity.	CHRO/WDI	Q2- 2024
	4.2.5 HR staff are provided with targeted diversity training and resources to enable them to provide advice and support across the key areas of diversity focus.	CHRO/WDI	Q1 -2024

Objective: 5	Enhance positive experiences of organisational culture for women and gender diverse staff with disability		
Action	**Measure**	**Responsibility**	**Timeframe**
5.1 Improve access to and support for flexible working arrangements.	5.1.1 Information about flexible working arrangements is readily available to all staff.	CHRO	Q1 - 2024
	5.1.2 Data on applications under the Fair Work Act and/or under legal provisions for reasonable adjustments routinely collected and reported.	CHRO	Q2 - 2024
5.2 Increase awareness and capability of managers in relation to inclusion for staff with disability in UQ processes, particularly women with disabilities.	5.2.1 Managers have a good level of knowledge and capacity regarding the UQ Procedure 1.70.03 *Disability Inclusion and Reasonable Adjustment* for Staff.	CHRO	Q2 - 2024
	5.2.2 Disaggregated data is collected and included in reports produced about disability related complaints.	CHRO	Q2 - 2024
5.3 Review and monitor recruitment processes to ensure they are best practice to attract diverse candidates and provide a positive experience for women with disability.	5.3.1 Staff in HR Talent Acquisition have undergone appropriate training in inclusive practice.	CHRO	Q1 - 2024

Objective: 6	Address the under-representation of women and gender diverse staff in STEMM		
Action	**Measure**	**Responsibility**	**Timeframe**
6.1 Monitor and report on number of women and gender diverse staff in STEMM by level and organisational unit across UQ.	6.1.1 Gender composition in STEMM fields for recruitment, retention and exit reported annually to GSC.	CHRO	Q1 - 2024
6.2 Implement and evaluate the effectiveness of a broad range of approaches to address the under-representation of women in STEMM fields at UQ.	6.2.1 Training is readily available for heads of units to support them in workforce planning and targeted recruitment.	CHRO	Q4 - 2024
	6.2.2 The number of women and gender diverse staff in units where there is over-representation of men has increased.	COO, Provost	Q4 - 2025
	6.2.3 The number of Indigenous women in STEMM areas has increased.	DVCIE, Provost	Q4 - 2025
	6.2.4 There are mechanisms established to enhance access for Aboriginal and Torres Strait Islander women to employment in STEMM areas at UQ.	DVCIE	Q3 - 2024
6.3 Promote UQ's profile as a STEMM employer to enhance recruitment of	6.3.1 UQ has inclusive recruitment strategies which are aimed at attracting women and diverse applicants to join STEMM fields at UQ.	CHRO	Q3 - 2024

women and gender diverse staff in STEMM areas.	6.3.2 UQ's crediantials as a STEMM employer are highlighted in our employer postioning and associated channels and collatoral.	CMCO	Q1 - 2025
	6.3.3 UQ has STEMM focused school initiatives which have good visability and engagement.	Future Students Australia	Q3 -2024
6.4 Increase support and connection for women in STEMM and the wider UQ community.	6.4.1 Women in STEMM Networks are promoted across UQ.	GSC	Q1 - 2024
	6.4.2 Women in STEMM at UQ have access to appropriate leadership training and mentoring.	CHRO	Q4 2024
	6.4.3 Gender Equality Forums are held regularly to include UQ community in gender inequality discussion, including under-representation of women and gender diverse staff in STEMM areas.	GSC	Q3 - 2023

Objective: 7 Respectful Workplace	Ensure a safe, respectful and inclusive workplace through primary prevention and to comply with the Respect@Work legislation		
Action	**Measure**	**Responsiblity**	**Timeframe**
7.1 Secure the support and commitment of senior leaders to primary prevention initiatives.	7.1.1 Senior UQ Leaders have received a briefing articulating the alignment of the vision and goals of the university with primary prevention of gender based violence.	GSC	Q4- 2024
	7.1.2 Training and information is made available to all UQ staff, to improve understanding of gender-based violence, its drivers and the role of the university in prevention.	CHRO	Q4 - 2025
7.2 Undertake to have transparency in governance processes and data analysis in relation to sexual misconduct involving UQ staff.	7.2.1 The UQ response to Sexual Misconduct for staff is clearly mapped and disseminated across UQ.	CHRO	Q1 - 2024
	7.2.2 Clear governance processes are developed and shared.	CHRO	Q1 2024
	7.2.3 Data on sexual harassment is collected and reported, including the prevalence, nature, reporting, impacts of and responses to sexual harassment in the workplace, and identifing trends over time.	CHRO	Q1 - 2024

7.3 Develop a staff training and development framework linked to primary prevention framework.	7.3.1 Training/coaching support is delivered for HR Client Partners around sexual misconduct.	CHRO	Q1 - 2024
	7.3.2 'Inclusive Classrooms' Training for Casual Tutors is made available to all schools/teaching units.	Faculty Executive Managers	Q4 - 2024
	7.3.3 Resources and training are provided to HDR supervisors.	DVCRI	Q1 - 2024
7.4 Develop clear sexual misconduct health and safety risk management process	7.4.1 Processes to identify and assess specific workplace risks and industry-specific drivers of sexual harassment are established.	Director HSW	Q4 - 2023
	7.4.2 Guidance around control measures to eliminate or minimise the identified drivers and risks for sexual harassment are developed and shared across workplaces.	Director HSW	Q1 - 2024
	7.4.3 The effectiveness of control measures to eliminate or minimise the identified drivers and risks of sexual harassment are regularly reviewed.	Director HSW	Q4 - 2024

	7.4.4 Reports are provided to VC's Committee on Sexual Misconduct on workplace sexual harassment risks, prevalence, actions to prevent and respond, incident management effectiveness and outcomes, trend analysis and actions.	Director HSW	Q4 - 2024
	7.4.5 There are robust identification, assessment and control measures in place to manage the risk of vicarious trauma to responding staff.	Director HSW	Q1 - 2024
7.5 Review UQ's policies, guidelines and processes to address gender-based violence in the workplace.	7.5.1 Trauma - informed pathways of support/response are refreshed and widely promoted to staff across UQ.	CHRO, UQ Respect	Q4 - 2024
	7.5.2 Due to the over-representation of gender diverse people in experiences of sexual misconduct, targeted campaign for the UQ LGBTIA+ community are promoted in relation to sexual misconduct e.g. New Staff Expo, Sexual Violence Awareness Month.	Chairs of Staff and Student Working Group	Q4 - 2024
	7.5.3 DFV Support Policy for Staff is developed and introduced, supported by a 'Managing DFV Support for Staff' training Module.	CHRO	Q1 - 2025

Definitions for key components of the Action Plan

Objective	Aim or intent of the group of actions.	**Action**	What must be done to achieve the objective and desired outcomes. This includes sub-actions and additional requirements or considerations.
Measure	**Measure of Success:** Evidence that the planned action has been achieved.	**Responsibility**	**Strategic Accountability (SA):** Strategic or senior-level accountability/governance for delivery/achievement of the action.
Timeframe	Indicative timeframes for achievement of the action.	**Common acronyms in Ation Plan**	• AFU – Age Friendly Universities • CHRO – Chief Human Resources Officer • CMCO – Chief Marketing and Communications Officer • COO – Chief Operating Officer • D&I – Diversity and Inclusion • DVCRI – Deputy Vice Chancellor Research & Innovation • ED – Executive Dean • GEDI – Gender, Equity, Diversity and Inclusion • GSC - Gender Steering Committee, which will manage Athena SWAN (AS) implementation, post Self- Assessment Team (SAT) • HSW – Health Safety & Wellbeing • ID - Institute Director • KPI – Key Performance Indicator • Leader – for the purposes of this action plan, staff at or above Academic Level C and Professional Level HEW10, unless otherwise specified • OLD – Organisational Leadership and Development • PRO – Performance Relative to Opportunity • PWF – Promoting Women Fellowships • USET– University Executive Team, which comprises all UQ's most senior leaders, including Executive Deans, Institute Directors, Pro-Vice Chancellors and the COO • VCC – Vice Chancellor's Committee, UQ's most senior management and decision-making committee • WD&I – UQ's Workplace and Inclusion team (staff focused)