

**Chemistry Athena Swan Action Committee/Self-Assessment Team:**

**Membership:**

Aidan McDonald <aidan.mcdonald@tcd.ie>; Eileen Drew <EDREW@tcd.ie>; Eva-Maria Dürr <DURRE@tcd.ie>; Isabel Rozas <ROZASI@tcd.ie>; Michael Lyons <MELYONS@tcd.ie>; P. Noelle Scully <PNSCULLY@tcd.ie>; Peter Brien <Peter.Brien@tcd.ie>; Sinead Boyce <SBOYCE@tcd.ie>; Susan Cantwell <SCANTWE@tcd.ie>; Graeme Watson <watsong@tcd.ie>; Parvaneh Mokaria<mokariap@tcd.ie>; Sylvia Draper <SMDRAPER@tcd.ie> (Chair)

**Notes and Actions from 3rd ASSAT meeting held on 6th March 2018, New Seminar Room**

**The committee reviewed the actions carried out by members. Several members had supplied reports in hardcopy. The main items for follow-up were:**

School policy on advertisement of PD positions. GW is compiling information from HR website and will report at the next meeting.

Undergraduate survey – NS has reviewed last survey (2015) and is editing it. Ns will report at the next meeting.

Werner/ School work-life balance event – EMD informed the committee that work is on-going to find a suitable date in Sept (Serena Corr has agreed to speak – date to be confirmed).

Cocker Lecture speaker – IR has contacted Caroline Bertosi but had not had a reply yet. She would update on progress at the next meeting but suggestions for alternative names from the ASAT were welcome.

PG survey had been edited following feedback (IR) – the career list was to be revised (see later).

ML actions – Head of School welcome on website has been updated. AMD to add diversity statement.

**Outstanding items in relation to Chemistry’s application were discussed:**

**Workload model** – needs a complete overhaul and must be revised for implementation. More transparency is needed in the balance of work. Hours should be based on input/participation from all. Find out what is used in some UK institutions, e.g. Durham has been used as a good workload model, using set criteria, although there are differences between Ireland and UK systems. Are younger staff (especially women) being loaded with more? Compare IR draft with the old workload model and incorporate aspects of the old model.

**Action: ML to set up working group to address this item**

Survey of social aspects of work: SD removed 3 and added 2: (11 and 12) and invited the group’s feedback on these. Changes agreed were: 11 - change to ‘tick as many as are appropriate’; 12 - change to ‘*do you think* best describes‘

**Action: SMD to edit survey and finalise**

PhD exit survey: Change ‘financial services’ to ‘finance’. Change ‘legal’ to ‘legal/patent’

**Action: SMD to edit survey and finalise**

**Specific Feedback on sections within the Physics/Chemistry/Natural Science AS applications:**

*Chemistry application*: Mike/Graham.

**Negatives:**

The bar charts did not present the data clearly and were not integrated into the narrative.

The data was presented multiple times.

Action points should have been highlighted and included in the text.

It was agreed that there are too many actions in the final table – this should be frankly acknowledged in the next application as prioritisation was necessary.

It should be made clear that year 1 selection process is based on points and that the CAO process can be influenced only through outreach.

**Action: ML to ask Claire McKenna for the no. of Chemistry applicants for IRC research positions and review the data to identify if there are any gender issues that need to be addressed.**

*Nat Sciences application:* AMD felt there were too many tables.

The meeting ended before the Physics application could be reviewed and it was agreed that this application would be reflected on at the next meeting.

**Next meeting April 17th 3pm in New Seminar Room**