Organisational Details Cover Sheet

EOWA Organization ID 40765

ORGANISATION DETAILS

Legal name of your organisation:	The Australian National University			
Previous name *(if changed since last Report)*:	N/a			
Trading name *(if applicable)*:				
Total No. of employees:	4285	**ABN:**	522 34063906	
ANZSIC Code **AND** Industry Description (refer www.abs.gov.au):	8102 – Tertiary Education, University Operation			
ASX Codes for Organisations listed on the Australian Stock Exchange:				

Physical address:	The Australian National University, Acton	State:	ACT	Postcode:	0200
	Switchboard No: 02 6125 5111	**Facsimile No:**	02 6125 0559		
Postal address:	The Australian National University, Canberra	State:	ACT	Postcode:	0200

CONFIRM YOUR ORGANISATION'S HIERARCHY DETAILS BY COMPLETING BELOW

Who is the ultimate responsible Australian Parent Company for your organisation?   N/A

What Organisations are covered by this Report *(include all Subsidiaries)?*

Has there been a change to any of your organisations since your last report? *(If yes, provide details below)*:	YES		NO	X

Reason For Change	Name	New Name
a) Change of Name:		
	Name	**New Owner**
b) Sold:		
c) Ceased Trading:	**Name**	

CONTACT INFORMATION

	CEO Details	Report Contact Details
Title:	Professor	MS
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Workplace profile 04 March 2009 — Australian National University

Occupational Clasifications	Continuing Staff Tenure Permanent						Other								Total		Average Salaries***	
	Full Time		Part Time		Casual		Contract Less than 1		Contract 1-3 years		Contract 3 years or		Casual		Total		Average Salaries***	
	F	M	F	M	F	M	female	male	female	male	female	male	female	male	female	male	female	male
Vice Chancellor & Principal		1														0	1	*	
Deputy Vice Chancellor												1				0	1	*	
Pro-Vice Chancellors	1										1	1				2	1	*	
Dean/Director/Head of Academic Centre	8	16								1	7	17				15	34	$202,489	$210,745
Academic Staff																			
Level A	13	14	10	2			13	14	65	85	47	74				148	189	$82,547	$85,844
Level B	57	86	13	4			9	7	31	58	51	72				161	227	$104,346	$101,892
Level C	57	130	13	11			2	2	11	33	22	44				105	220	$128,456	$127,160
Level D	39	132	5	13			1	0	4	4	2	17				51	166	$151,423	$142,931
Level E	38	182	3	10			0	2	0	7	5	25				46	226	$173,237	$183,934
General Staff																			
Trainee							1	2				1				1	15	$33,748	$52,102
ANUO 1	2	1	1	1												3	2	$45,742	$44,023
ANUO 2	3	11	37	6			3	1	2	5						45	23	$51,552	$48,806
ANUO 3	52	66	43	9			3	5	13	7	2	1				113	88	$53,271	$59,923
ANUO 4	95	108	72	13			20	1	31	12	7	4				225	138	$60,947	$62,794
ANUO 5	173	99	59	5			18	6	54	21	22	2				326	133	$66,583	$67,047
ANUO 6	223	110	52	5			11	4	19	10	9	7				314	136	$75,902	$75,513
ANUO 7	28	95	7	4			2	4	8	8	6	7				51	118	$81,733	82189
ANUO 8	115	134	30	9				2	14	8	4	6				163	159	$95,079	$97,688
ANUO 9	75	80	11	4				2	1	12		4				87	102	$105,649	$103,284
ANUO 10	4	14	0	3				1								4	18	$102,321	$105,469
Senior Executive Levels	30	54	0	1			1		1	1	4	2				40	58	$126,771	$133,896
TOTAL	1013	1333	356	100	** See Note		83	51	255	274	189	285	^See Note			1900	2055		

General Notes on Data

Staff numbers do not include Casual Employees

* Average Salaries for Executive staff has not been disclosed

^ Casual Visitors are not included, as no salary is paid

** Casual Staff numbers: data for casual staff by classification level is not available. The numbers provided are based on payments made in a pay period and converted to an FTE (full-time equivalent) rather than headcount as follows:

*** Average salaries include ful remuneration (base payments, ongoing loadings,employer superannuation contributions, car allowances, paid leave, workers compensation leave, severance, redundancy payments, higher duties payments, overtime and shift pay ments)

Analysis of workforce profile and data

Workforce planning reports in previous years have revealed an under-representation of academic women, especially at the senior levels within the Australian National University (ANU). To address this disparity a specific project was established to develop strategies to increase the representation of women among the University's senior academic cohort. The specific strategies are outlined on pages 5-6 of this report.

As at 31 March 2009, the total number of women academics remained constant from the last EOWA report, compared with a slight increase of 4 academic men. At this date, the ANU had 2388 general staff, which is an increase of 57 from last year. 57.5% of general staff are women, which is a slight increase from the last report. Overall women's representation at Level 8 and above has continued to increase over the last two years.

During the reporting period, the following appointments were made:

Academic Female	Academic Male	Academic Staff Total
128 (5 Level D/E)	169 (19 Level D/E)	297
General Female	**General Male**	**General Staff Total**
219 (8 senior managers)	107 (7 senior managers)	326

As reported last year, a 2007 Turnover Report provided turnover data sourced from the ANU HR information system and included comparisons drawn from the Universities' Benchmarking Program 2007 (GO8) Report. This report provided numbers of resignations and fixed term contract expirations, and provided data according to gender, levels, length of service and work areas. HR Statistics on turnover trends show that voluntary employee-initiated turnover (that is resignation, retirement or death) was higher in 2008 than in 2007, with the highest resignation rate of academic women being at Levels A and B.

The report also showed that while the ANU has a low rate of staff turnover compared to both the other GO8 universities and other industries, the highest rate of resignation from ongoing positions and fixed term contract expiration occur in staff, both academic and general, who have been at the University for less than 5 years. This can be explained in part by the short-term nature of many research contracts at universities.

Consultation

The University Community Equity Committee is the peak consultative body at ANU for equity issues and consists of broad representation from across the University's staff and students. The Equity Committee's focus includes consultation on equity policy and seeing that equity, diversity and social inclusion issues are given the appropriate status and attention at ANU, in an enabling environment.

Organisational changes relating to equity policy at ANU

In February 2007 the ANU established a Gender Issues Committee to examine the scope of gender issues affecting academic and general staff and students. From February 2008 the Gender Issues Committee was replaced by the Academic Women's Steering Committee which directed and advised the Equity Project Officer – Women on the development and implementation of initiatives for academic women.

Following an evaluation of these arrangements in mid-2008, the student and staff equity functions were split and student equity became the responsibility of the Division of the Registrar and Student Services and staff equity the responsibility of the Human Resources Division. The Academic Women's Steering Committee was dismantled because the Project Officer position ceased to exist when this function was incorporated into a new Diversity and Inclusion Unit in Human Resources Division.

Diversity and Inclusion Unit

The Diversity and Inclusion Unit oversees staff equity including gender, Indigenous employment and disability issues and comprises a Manager, a Senior Consultant – Equity and a Senior Consultant –

Indigenous Employment. The focus of the Unit is to support and implement the ANU equity policy framework, raising awareness of the benefits of a diverse workplace and ensuring that diversity and gender equity is supported both in the workplace and the wider ANU community.

The Diversity and Inclusion Unit's action plan was endorsed by the University Community Equity Committee in February 2009. The plan contains ongoing and new projects to address and raise the awareness of the barriers women face within a university environment.

The Diversity and Inclusion Unit is currently reviewing the Equity@ANU web pages to reflect the abovementioned structural changes and the Unit's work program. The new web pages will contain readily accessible information on programs and resources available to assist women and other target groups. The specific initiatives in place, and being developed, for women are outlined below under 'Issues prioritized and actions taken'.

Issues identified for women

Recruitment and selection
The ANU continues its policy of ensuring that women are well-represented on selection panels and that, at a minimum, all staff chairing selection panels undertake training that includes the value of diversity in the workplace and the legislative responsibility to ensure discrimination-free selection processes. The College of Engineering and Computer Science has established a Committee to maintain its Equal Opportunity Plan which aims at increasing the number of women applying for and being appointed to academic positions in this College.

Promotion, transfer and termination
A total of 125 applications were received during the 2008 Academic Staff Promotions Round and 25% of these applications were from women. The success rate for academic women who applied for promotion increased from 79% in 2007 to 83% in 2008. This compares with the male success rate for promotion in 2008 of 64% and indicates a consistent improvement in the success rates of women's applications.

In 2007 no women applied for promotion to the professorship (Level E) whereas in 2008 6 women applied (compared to 13 men). The success rate of women of 66% was higher than that of men of 59% and indicates an improvement in success rates of women's applications at all levels.

As in previous years, specific Academic Promotion Information sessions dedicated to female academics were conducted during 2008. These sessions are well received and will assist in ensuring that improvements in the promotion prospects of women are maintained. The sessions are in addition to briefings about the promotion process and requirements held for all staff.

In the reporting period, 105 General Staff reclassifications were made, with the number of successful proposals for positions occupied by women (62) slightly exceeding positions occupied by men (43).

The ANU Exit Survey provides data on the reasons why staff leave the University. Efforts to promote the survey have increased the survey response rates. A variety of reasons are given for leaving and to date none indicate a lack of equitable gender-related treatment.

Training & development

Programs
Mentoring and leadership development of academic women are important priorities for the Diversity and Inclusion Unit. New mentoring and leadership programs administered by the Unit are outlined below under 'Issues prioritised and actions taken'.

The Human Resources Division provides general leadership development programs, including a Senior Leader Induction Program, the ANU Management and Leadership Development Program and the ANU Leaders Network.

All ANU staff development and training programs run by the Human Resources Division are assessed for their impact on progressing awareness of gender issues. Where appropriate course content on the prevention of harassment, discrimination and bullying and the benefits of diversity in the workplace is incorporated into programs, particularly induction programs, training for members of selection panels and programs for supervisors and managers.

A new on-line training platform is currently being developed. On-line modules for Performance Management and Diversity, Cultural Awareness and the Prevention of Discrimination, Harassment and Bullying will be available shortly. These modules are designed to be completed by all new staff commencing at ANU.

Participation in training and development programs
In 2008, 8 women and 5 men attended the Senior Leader Induction program, and 5 women and 5 men are attending the first series in 2009.

In 2008, 67% of participants attending staff development programs were women. Out of the 53 ANU staff who completed the Australian Institute of Management's Supervisor Development Program in 2008, 37 (70%) were women and 16 (30%) were men.

Two out of the three graduate employment positions offered as part of the 2008 HR Graduate Recruitment & Development Program, were awarded to female graduates.

Work Organisation
In the second half of 2007 changes took place to the governance arrangements for the seven ANU Colleges (made up of the research and education Centres, Schools and Faculties grouped by various broad disciplines). The changes encompassed broader disciplines with wider working partnerships and provide greater career opportunities for staff. A gender impact statement was created as part of the change management process with no specific gender issues identified. The new structure enables the development of coordinated College-endorsed strategic plans which will include strategies to address any equity and diversity issues.

Conditions of service
During 2008, the ANU reviewed employment conditions and considered more flexible parental leave options as part of the negotiations for the Varied ANU Enterprise Agreement 2005-2009. Enhancements made to the parental leave provisions include:

- 20 weeks of paid maternity leave for eligible birth mothers (and where both parents are staff members the birth mother's partner provided that he/she is the primary caregiver of the child) together with unpaid parental leave for the portion of the child's first year that has not been taken as paid parental leave;

- Equitable adoption leave provisions to the abovementioned provisions;

- Additional career re-entry assistance up to the equivalent of six weeks' pay to assist parents when returning to work following parental or adoption leave up until the second birthday of their child (this can provide additional leave to be taken in one block or in short blocks over a period of time or as a cash equivalent to fund career development initiatives);

- Partner leave enabling a staff member whose partner becomes pregnant or a staff member who is not the primary care-giver of an adopted child to have 10 days' paid and five days' unpaid leave from the birth of the child or adoption placement;

- Reasonable time release to attend to the needs of the child over the period from the staff members' return to work until the end of the child's first year; and

- Grandparents' leave providing up to 12 months unpaid leave for eligible staff members.

Sex-based harassment
During 2008, the ANU Prevention of Discrimination, Harassment and Bullying Policy was reviewed and updated and several information guidelines about discrimination were re-published on the Equity@ANU website. The guidelines include information about sexual harassment, bullying, discrimination on the grounds of family or carer's responsibilities and age discrimination.

As mentioned above, training on the prevention of harassment, discrimination and bullying is included in ANU induction programs and programs for supervisors and managers. New arrangements being considered include the introduction of more automated notification of training requirements for new starters, reminders, and the introduction of shorter refresher programs for existing staff.

Other staff training programs which commenced during 2008 include:

- Respecting Our Staff;

- Resolving Grievances Successfully; and

- Investigation of Grievances.

The ANU Staff Grievance Resolution Policy is supplemented with a Grievance Toolkit webpage to provide "a one-stop shop" with links to relevant policy/procedures, a training calendar and other information such as 'Work, Study and Family Responsibilities'.

Pregnancy, potential pregnancy and breastfeeding
In February 2009, the ANU received renewed Breastfeeding Friendly Workplace Accreditation from the Australian Breastfeeding Association. Information about breastfeeding including the location of breastfeeding facilities on the campus is promoted to staff through 'On Campus' the fortnightly newsletter emailed to all staff and through the ANU website.

During 2008, the ANU's policy guidelines on 'Breastfeeding', 'Children on Campus' and 'Work, Study and Family Responsibilities' were also reviewed and updated.

Work is continuing on an ANU Baby Information Kit designed to assist new parents. The kits will provide a "one-stop shop" for information relating to parental leave and other work and family provisions and child-care facilities. The kit will include a small gift and checklists for staff and supervisors to make it easier for parents to maintain contact with their work area.

As at March 2008, the ANU provided 240 on campus childcare places to staff. Discussion continues on increasing the number of childcare places provided onsite at ANU. Options are limited, particularly given the high capital costs of construction to meet accreditation requirements such as physical area required. There is currently a waiting list of 200-300 for places although additional facilities may not significantly reduce the waiting list in view of parent's preference for campus childcare over their existing arrangements. The ANU will continue to explore childcare options and partner with related organisations to overcome this issue. Staff utilising on campus childcare can salary package their childcare fees.

Issues prioritised and actions taken
The following priority activities are being undertaken by the Diversity and Inclusion Unit and other areas in the Human Resources Division of the University:

- training on the prevention of discrimination, harassment and bullying has been re-developed and is ready to go on-line at the beginning of June 2009;

- a new employment 'brand', Discover, was launched by the ANU in November 2008 with the aim of creating a diverse and inviting profile of ANU as a workplace for all;

- a multi-faceted approach is taken to gender equity and diversity training with segments on diversity and the possible employment barriers and disadvantages women may encounter being included in various training programs including training for members of selection and promotion panels, induction programs and programs for supervisors and managers;

- a footer is now included in all media job advertisements to encourage applications from women and a number of female staff have provided photos and testimonials to be used in advertising media, including women across the different University disciplines;

- an Academic Women's Career Advancement Fund has been established and is currently funding the following projects:

    o a gender issues group in the College of Law

    o a quality time fund in the College of Arts and Social Sciences

    o women's mentoring programs in the School of Music and the College of Engineering and Computer Science and

    o women's writing workshops in the College of Asia and the Pacific, the College of Arts and Social Sciences and the College of Law;

- applications for fellowships are available for senior academic women to attend a five-day residential leadership program for women conducted by the LH Martin Institute for Higher Education Leadership and Management;

- a consultant has been commissioned to facilitate a network of senior women to define and promote a strategy to improve the advancement of women into senior positions;

- several network lunches have been held for senior academic women with a high profile guest speaker to share career experiences, challenges and opportunities;

- a Carer's Career Development Assistance fund has been established enabling carers attending external conferences or career development programs to apply for funding for carer support (infant/child and elder care);

- a series of high-level awareness raising presentations to senior executives of the ANIU Colleges on the representation of academic women within academia (the presentations were made by the Pro Vice Chancellor (Research) and the Manager of the Diversity and Inclusion Unit); and

- a mentoring program has been established for female Early Career Researchers based on a program developed by Flinders University (currently 12 women are undertaking the program and an additional 20 women will commence in 2009).

Evaluation of actions taken

The Evaluation section may remain confidential if requested **(you must still submit this section even if you want it to remain confidential).**
If you want your evaluation to remain confidential, place an 'X' in the box to the right otherwise this section will form part of the public document and will be published on the website with the rest of your report.

X
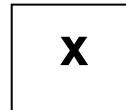
During this reporting period the structure and responsibilities for equity were reviewed and restructured. A new Diversity and Inclusion Unit was established and has developed an action plan. The Unit has been establishing programs and networks to increase the diversity of the ANU's staff profile. The Diversity and Inclusion Unit will regularly report (through the Director of the Human Resources Division) to the University Community and Equity Committee.

Future Actions
Bringing the responsibility for staff equity under the umbrella of the Human Resources Division will provide enhanced opportunities for future collaboration on workplace diversity initiatives with the workforce planning, staff development and training, appointments and promotions and workforce change areas of the Division.

The Diversity and Inclusion Unit has established a diversity contact network with representation from each of the Colleges and Divisions. The network will increase collaboration and communication with local areas and assist with the development and evaluation of diversity and inclusion initiatives. As part of the network's future program, representatives will establish local diversity action plans, including local initiatives for the employment and career advancement of women working at the University.