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**Australian Government**



**Workplace  
Gender Equality  
Agency**





Date Created: 23-05-2023

# 2022 - 23 Gender Equality Reporting

## Submitted By:

The University Of Wollongong 61060567686

# #Workplace Overview

## Policies and Strategies

1. Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

**Recruitment:** Yes

Policy; Strategy

**Retention:** Yes

Policy; Strategy

**Performance management processes:** Yes

Policy; Strategy

**Promotions:** Yes.

Policy; Strategy

**Talent identification/identification of high potentials:** Yes Policy; Strategy

**Succession planning:** Yes

Policy; Strategy

**Training and development:** Yes

Policy; Strategy

**Key performance indicators for managers relating to gender equality:** Yes Policy; Strategy

2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?

Yes Policy; Strategy

4. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

UOWs Equity, Diversity and Inclusion Policy upholds the values set out in UOWs Strategic Plan 2020-2025. The policy also underpins the Equity, Diversity and Inclusion Strategy and outlines the principles of managing gender equality and diversity in the workplace. The principles are embedded in all aspects of work/life at UOW including recruitment, ongoing professional development, promotion and conduct. Various individual policies, strategies, procedures etc specifically incorporate gender equality including the STEM Decadal Plan. The national Women in STEM Decadal Plan, developed by the Australian Academy of Science (AAS) in collaboration with the Australian Academy of Technology and Engineering (AATE), offers a vision and opportunities to guide organisations and stakeholders to achieve a transformative, systematic and sustained change towards gender equality in Australia's STEM sector by 2030. As a Champion organisation, the University of Wollongong has agreed to publicly align our gender equity journey with the Decadal Plan, and has outlined key actions and commitments in the University of Wollongong Response to the Women in STEM Decadal Plan. Recommendations are across 6 areas, including: Leadership and Cohesion, Evaluation, Workplace Culture, Visibility, Education and Industry Action. These recommendations are also reflected in UOWs 2020 - 2025 Strategic Plan. UOW currently holds a Bronze Award in 2022 for the

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Australian Workplace Equality Index (AWEI), the definitive national benchmarking instrument for LGBTQI+ workplace inclusion. This is the fourth consecutive year that UOW has received AWEI Bronze status. Due to a restructure of the AWEI framework, UOW is currently working toward renewed Bronze status for the 2023 - 2026 period.

## Governing Bodies

**Organisation:** The University Of Wollongong

**1.Name of the governing body:** University Council

**2.Type of the governing body:** Council

**Number of governing body chair and member by gender:**

<b>Chair</b>	<b>Female (F)</b> 1	<b>Male (M)</b> 0	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 11	<b>Male (M)</b> 5	<b>Non-Binary</b> 0

**4.Formal section policy and/or strategy:** Yes

**Selected value:** Strategy

**6. Target set to increase the representation of women:** No

**Selected value:**

Other

**Other value:** Representation targets have been met (women hold 70% of Council positions)

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

Yes

**Selected value:** Policy; Strategy

**2. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.**

Under the University of Wollongong Act 1989, the Council is the governing authority of the University of Wollongong. The Council acts for and on behalf of the University and controls and manages the affairs and concerns of the University. UOW is proud

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to have a female Chancellor who Chairs the Council and a female Vice-Chancellor as the Chief Executive Officer to manage the affairs of the University, within the strategic framework approved by Council. The Council is made up of seventy percent females, some of which are mothers with babies.

# #Action on gender equality

## Gender Pay Gaps

1. Do you have a formal policy and/or formal strategy on remuneration generally?

Yes

Policy; Strategy

- 1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?

Yes

To achieve gender pay equity; To be transparent about pay scales and/or salary bands; To implement and/or maintain a transparent and rigorous performance assessment process

2. What was the snapshot date used for your Workplace Profile?

2023-03-31

4. If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

UOW conducted an extensive gender pay gap analysis by level, faculty, division, and school. Findings and recommendations were reported to the People & Culture Committee and University Council.

## Employer action on pay equality

1. Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?

Yes

- 1.1 When was the most recent gender remuneration gap analysis undertaken?

Within the last 12 months

- 1.2 Did you take any actions as a result of your gender remuneration gap analysis?

Yes

Created a pay equity strategy or action plan; Identified cause/s of the gaps; Reviewed remuneration decision-making processes; Analysed commencement salaries by gender to ensure there are no pay gaps; Set targets to reduce any organisation-wide gap; Reported pay equity metrics (including gender pay gaps) to the governing body; Reported pay equity metrics (including gender pay gaps)

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to the executive; Trained people-managers in addressing gender bias (including unconscious bias); Implemented other changes (provide details):

**Other:** UOW's Workforce Diversity Advisor led a gender pay gap workshop which focused on the gender pay gap for both academic and professional staff, this information was also conveyed to People & Culture Business Partners.

### **1.3 What type of gender remuneration gap analysis has been undertaken?**

UOW conducted an extensive gender pay gap (GPG) analysis by level, faculty, division, and school. Findings and recommendations were reported to the People and Culture Committee and University Council. Further to this, the Workforce Diversity Advisor, along with managers from the Human Resources team, led a gender pay gap workshop (initially focusing on the gender pay gap in academic staff) with the Associate Deans (Equity, Diversity and Inclusion) and other key stakeholders. The workshop considered issues that are contributing to the gender pay gap within each school and faculty, as well as next steps to address these issues.

- 3. If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.**

## **Employee Consultation**

- 1. Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?**

Yes

### **1.1 How did you consult employees?**

Consultative committee or group; Exit interviews; Survey; Performance discussions

### **1.2 Who did you consult?**

ALL staff

- 2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?**

No

Currently under development

**Estimated Completion Date:** 2023-12-31

- 3. On what date did your organisation share your last year's public reports with employees and shareholders?**

**Employees:**

**Shareholder:**

- 4. Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?**

Yes

- 5. If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.**

In 2022, the University of Wollongong conducted an all-staff survey to gain insight into the employee experience at the University of Wollongong. The survey included several questions on gender equality. The responses from UOW staff in relation to gender equality were all positive.

# #Flexible Work

## Flexible Working

- 1. Do you have a formal policy and/or formal strategy on flexible working arrangements?**

Yes

Policy; Strategy

- 1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:**

**A business case for flexibility has been established and endorsed at the leadership level**

Yes

**The organisation's approach to flexibility is integrated into client conversations**

Yes

**Employees are surveyed on whether they have sufficient flexibility**

Yes

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**Employee training is provided throughout the organisation**

Yes

**The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)**

Yes

**Flexible working is promoted throughout the organisation**

Yes

**Targets have been set for engagement in flexible work**

No

**Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body**

No

**Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel**

No

**Leaders are held accountable for improving workplace flexibility**

Yes

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

Yes

**Targets have been set for men's engagement in flexible work**

No

**Team-based training is provided throughout the organisation**

No



**Other:** No

**2. Do you offer any of the following flexible working options to MANAGERS in your workplace?**

**Carer's leave:** Yes

SAME options for women and men Formal options are available

**Compressed working weeks:** Yes

SAME options for women and men Formal options are available; Informal options are available

**Flexible hours of work:** Yes

SAME options for women and men Formal options are available; Informal options are available

**Job sharing:** Yes

SAME options for women and men

Formal options are available; Informal options are available

**Part-time work:** Yes

SAME options for women and men Formal options are available

**Purchased leave:** No

Insufficient resources/expertise

**Remote working/working from home:** Yes

SAME options for women and men

**Time-in-lieu:** Yes

SAME options for women and men

Formal options are available; Informal options are available

**Unpaid leave:** Yes

SAME options for women and men Formal options are available

**3. Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?**

Yes

**5. Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?**

Don't know / Not applicable

**7. If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.**

Following consultation with all employees, UOW released Flexible Work Guidelines in April 2022. UOW recognises flexibility is a key enabler of staff equity and inclusion and facilitates attraction, progression, and engagement of a high performing, diverse

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and inclusive workforce. The Guideline outlines the flexible work options available to Academic staff and Professional Services employees and provides guidance on the design, initiation and effective management of flexible work arrangements. From an organisational perspective UOWs employee engagement survey results show that flexibility is highly regarded and scores 67% as something UOW delivers on. The university is supportive of flexible work arrangements and many divisions and Faculties across the university have arrangements in place which are non-prescriptive.

# #Employee Support

## Paid Parental leave

- 1. Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?**

Yes, we offer employer funded parental leave to all genders without using the primary/secondary carer definition

- 1. If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.**

UOW voluntarily pays superannuation to staff on parental leave. In addition, staff may also use part of their employer-funded parental leave as part of the Return to Work grant (to a maximum of 12 weeks full pay). In 2019, UOW announced it would pay superannuation contributions of 9.5% for employees taking unpaid parental leave in the first year of a child's life. UOWs enterprise agreements have further future improvements built into superannuation provisions for staff working less than 0.5, currently entitled to 9.5%. From June 2022, this was increased to 17%. This group is predominantly women. Permanent and fixed-term employees are eligible for partner leave after 40 weeks continuous employment. If a secondary carer wants to become a primary carer, they are eligible for the full parental leave entitlements less any partner leave taken. In 2023 UOWs People and Culture division also released a detailed FAQ on Parental Leave to assist staff in understanding their parental leave entitlements and the associated application process.

## Support for carers

- 1. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?**

Yes

Policy; Strategy

**2. Do you offer any of the following support mechanisms for employees with family or caring responsibilities?**

**2.1. Employer subsidised childcare**

No

**2.2. Return to work bonus (only select if this bonus is not the balance of paid parental leave)**

Yes

Available at ALL worksites

**2.3. Breastfeeding facilities**

Yes

Available at ALL worksites

**2.4. Childcare referral services**

No

**2.5. Coaching for employees on returning to work from parental leave**

No

Insufficient resources/expertise

**2.6. Targeted communication mechanisms (e.g. intranet/forums)**

Yes

Available at ALL worksites

**2.7. Internal support networks for parents**

Yes

Available at SOME worksites

**2.8. Information packs for new parents and/or those with elder care responsibilities**

Yes

Available at ALL worksites

**2.9. Parenting workshops targeting fathers**

No

**2.10. Parenting workshops targeting mothers**

No

**2.11. Referral services to support employees with family and/or caring responsibilities**

Yes

Available at ALL worksites

**2.12. Support in securing school holiday care**

Yes

Available at SOME worksites

**2.13. On-site childcare**

Yes

Available at SOME worksites

**2.14. Other details:** No**3. If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.**

UOW provides an on-site child care centre and on-site school holiday care for students and staff of the University. A Parents Room has been established on campus for the use of students and staff requiring a place to attend to the specific needs of young children and to meet the needs of nursing mothers. The room provides a quiet place to breastfeed, bottle-feed or express milk privately; a curtained off area for those requiring privacy; comfortable seating; baby change table; hot and cold water; microwave; waste disposal and a small play area for younger children. A small safe play area is provided, to assist parents accompanied by more than one child, whilst attending to the needs of the other child. The area is available for male and female members of the campus community with responsibility for caring for infants or young children as well as for breastfeeding mothers. A private curtained area has been provided for nursing mothers who choose this level of privacy. Mini fridges for breastfeeding can also be hired from UOWs Work Health and Safety department whereby chilled items including expressed breast milk, can be stored. UOW also established a Mother's Network to connect mothers across the university. This group provides a platform for women to share their experiences and discuss the challenges of being mothers at UOW. Through the group meetings, network leaders were able to compile a list of challenges faced by mothers which were presented to management, executives and People and Culture staff. A series of recommendations have also been made including a childcare travel support scheme, gated play areas, parental leave for Higher Degree Research staff and greater flexibility for class timetabling, amongst others. The group has received excellent feedback from participating mothers, who reported feeling more heard and less lonely. The group continues to work to promote the inclusion of mothers at UOW and to identify obstacles to the promotion of women.

## Sexual harassment, harassment on the grounds of sex or discrimination

1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or

**discrimination?**

Yes

Policy; Strategy

**1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?**

Yes

**2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?**

All Non-Managers

Yes

Voluntary question: All Non-Managers

**9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or discrimination, please do so below.**

## Family or domestic violence

**1. Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?**

Yes

Policy

**2. Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?**

A domestic violence clause is in an enterprise agreement or workplace agreement

Yes

**Confidentiality of matters disclosed**

Yes

**Protection from any adverse action or discrimination based on the disclosure of domestic violence**

Yes

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**Employee assistance program (including access to psychologist, chaplain or counsellor)**

Yes

**Emergency accommodation assistance**

No

**Provision of financial support (e.g. advance bonus payment or advanced pay)**

No

**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

**Access to medical services (e.g. doctor or nurse)**

Yes

**Training of key personnel**

Yes

**Referral of employees to appropriate domestic violence support services for expert advice**

Yes

**Workplace safety planning**

Yes

**Access to paid domestic violence leave (contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**Number of Days:**

20

**Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)**

No

**Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

Yes

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**

Yes

**Provide Details:** No

**2. If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below**

In 2023 UOW increased the number of days available for Domestic and Family Violence leave from 15 days to 20. Access to this leave has also been extended to casual employees.

# Workforce Management Statistics Table

Industry: Tertiary Education

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	17	18	35
			Non-managers	75	23	98
		Fixed-Term Contract	Managers	8	4	12
			Non-managers	21	16	37
	Part-time	Permanent	Non-managers	11	1	12
		Fixed-Term Contract	Managers	3	1	4
Non-managers			10	2	12	
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	11	7	18
			Non-managers	80	18	98
		Fixed-Term Contract	Managers	14	22	36
			Non-managers	157	154	311
	Part-time	Permanent	Managers		1	1
			Non-managers	30	2	32
		Fixed-Term Contract	Managers	12	4	16
			Non-managers	170	97	271
	N/A	Casual	Non-managers	887	577	1,464
	3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	Managers	3	2
Non-managers				52	24	77
Fixed-Term Contract			Managers	8	9	17
			Non-managers	79	30	110
Part-time		Permanent	Managers	2		2
			Non-managers	5	1	6
		Fixed-Term Contract	Managers	2	1	3
			Non-managers	45	14	60
N/A		Casual	Non-managers	827	484	1,311

\* Total employees includes Non-binary



# Workforce Management Statistics Table

Industry: Tertiary Education

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	Managers	9	5	14
			Non-managers	49	33	83
		Fixed-Term Contract	CEO, KMPs, and HOBs	1	2	3
			Managers	8	7	15
			Non-managers	36	20	56
	Part-time	Permanent	Non-managers	12	3	15
		Fixed-Term Contract	Managers	2	3	5
			Non-managers	28	9	37
	N/A	Casual	Non-managers	27	18	45
	5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	4	5
Non-managers				37	6	43
Fixed-Term Contract			Managers	2	1	3
			Non-managers	17	10	27
Part-time		Permanent	Managers	4		4
			Non-managers	40	2	42
		Fixed-Term Contract	Managers	5		5
			Non-managers	20	1	21
N/A		Casual	Non-managers	2		2
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?		Full-time	Permanent	Managers		2
	Non-managers				3	3
	Fixed-Term Contract		Managers	2	2	4
			Non-managers		5	5
	Part-time	Fixed-Term Contract	Non-managers		1	1

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Tertiary Education

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	1		1
		Fixed-Term Contract	Non-managers		1	1
	Part-time	Fixed-Term Contract	Non-managers	1		1

\* Total employees includes Non-binary

# Workplace Profile Table

Industry: All Industries

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	123	135	0	0	258
	Full-time contract	86	92	0	0	178
	Part-time permanent	22	10	0	0	33
	Part-time contract	35	14	0	0	50
Professionals	Full-time permanent	416	366	0	0	784
	Full-time contract	215	194	0	2	412
	Part-time permanent	163	31	0	0	194
	Part-time contract	176	77	0	1	255
	Casual	1,456	879	0	0	2,338
Technicians And Trades Workers	Full-time permanent	2	19	0	0	21
	Full-time contract	1	0	0	3	4
	Part-time permanent	3	0	0	0	3
	Part-time contract	0	0	1	0	1
	Casual	2	0	0	0	2
Community And Personal Service Workers	Full-time permanent	34	0	0	0	34
	Full-time contract	5	0	0	0	5
	Part-time permanent	19	0	0	0	19
	Part-time contract	10	1	0	0	11
	Casual	87	33	0	0	120
Clerical And Administrative Workers	Full-time permanent	223	69	0	0	293
	Full-time contract	67	30	0	0	98
	Part-time permanent	114	11	0	0	125
	Part-time contract	78	23	0	0	101
	Casual	978	440	0	0	1,420
Sales Workers	Part-time permanent	2	0	0	0	2
	Part-time contract	1	0	0	0	1
	Casual	31	14	0	0	45
Labourers	Full-time permanent	1	3	0	0	4
	Full-time contract	0	1	0	0	1
	Part-time permanent	10	3	0	0	13
	Casual	3	6	0	0	9

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

Industry: All Industries

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time permanent	1	0	1
	Full-time contract	2	0	2
KMP	Full-time contract	4	11	15
GM	Full-time permanent	2	1	3
	Full-time contract	17	9	26
	Part-time contract	1	0	1
SM	Full-time permanent	11	11	22
	Full-time contract	13	15	28
	Part-time permanent	3	0	4
	Part-time contract	15	7	23
OM	Full-time permanent	109	123	232
	Full-time contract	50	57	107
	Part-time permanent	19	10	29
	Part-time contract	19	7	26

\* Total employees includes Non-binary

# 2022-23 Gender Equality Reporting Submission Approval

I, the CEO (or equivalent), confirm that the data provided in the 2022-23 Gender Equality Reporting submission is complete and correct, as reported in the full data appendices:

- Questionnaire – Public Report
- Workforce Management Statistics – Public Report
- Workplace Profile – Public Report
- Workplace Profile – Confidential

I approve the submission of this data to WGEA.

I also confirm that the organisation/s covered by this submission will meet the notification and access requirements as detailed below.

## CEO (or equivalent) signature

Professor Patricia M. Davidson

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## Name of CEO (or equivalent)

P. Davidson  
P.Davidson (May 30, 2023 17:29 GMT+10)

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Date:

## Please Note:

The Workplace Gender Equality Amendment (Closing the Gender Pay Gap) Bill 2023 requires WGEA to publish employer gender pay gaps. Employer gender pay gap will be calculated from the data that you provide to WGEA. WGEA will communicate to employers in advance of publishing gender pay gaps explaining the process for calculating and publishing the employer gender pay gap.

## What next?

The contact nominated for the submission of this report must complete the declaration and consent process in the WGEA Portal. The Agency does not require physical evidence of the CEO's signature.

To comply with the notification and access requirements, your organisation/s must:

- inform its employees and members or shareholders that it has lodged its report with the Agency and advise how the public data may be accessed
- provide access to the public data to employees and members or shareholders
- inform employee organisations with members in your workplace that the report has been lodged
- inform your employees and those employee organisations with members in your workplace of the opportunity to comment on the report to the employer or the Agency.

For more information on the notification and access requirements, read [here](#).