



Date Created: 06-06-2023



Australian Government



**Workplace
Gender Equality
Agency**





Date Created: 06-06-2023

2022 - 23 Gender Equality Reporting

Submitted By:

Australian Catholic University Limited 15050192660

#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

Strategy

Performance management processes: Yes

Policy; Strategy

Promotions: Yes.

Policy

Talent identification/identification of high potentials: YesStrategy

Succession planning: Yes

Strategy

Training and development: Yes

Policy; Strategy

Key performance indicators for managers relating to gender equality: YesStrategy

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

YesPolicy; Strategy

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

ACU's Gender equality diversity and inclusion (GEDI) framework and Gender Equality Action Plan align with the core principles of our Mission and values.

In April 2023, ACU submitted an application for SAGE Athena SWAN Bronze Award Accreditation – an internationally recognised program for higher education and research institutions, that requires significant commitment to GEDI through the implementation of a comprehensive action plan that focusses on addressing five key barriers to improve GEDI outcomes.

Governing Bodies

Organisation: Australian Catholic University Limited

1.Name of the governing body: The Australian Catholic University Senate

2.Type of the governing body: Other governing body/authority

3.Specified governing body type: Senate

Number of governing body chair and member by gender:

Chair

	Female (F)	Male (M)	Non-Binary
	0	1	0
Member			
	Female (F)	Male (M)	Non-Binary
	9	8	0

4. Formal section policy and/or strategy: No

Selected value: Do not have control over governing body/appointments

Details why there is no control over governing body/appointments:

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

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

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

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

#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 ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance reviews); To be transparent

about pay scales and/or salary bands

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

31/03/2023

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

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; Reported pay equity metrics (including gender pay gaps) to the governing body; Reported pay equity metrics (including gender pay gaps) to the executive

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

A like-for-like gap analysis; A by-level gap analysis; An overall organisation-wide gender pay gap

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?**
Yes
Strategy
3. **On what date did your organisation share your last year's public reports with employees and shareholders?**
Employees:
Yes
Date:30/09/2022

Shareholder:
No
4. **Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?**
Don't know
5. **If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.**

#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
No

Other

Other: Not relevant in the university context

Employees are surveyed on whether they have sufficient flexibility

Yes

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

Not a priority

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

Yes

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

Yes

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

Other

Other: Included in action planning for 2023-2024

Team-based training is provided throughout the organisation

No

Not a priority

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; Informal options are available

Compressed working weeks: Yes

SAME options for women and men Formal 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

Part-time work: Yes

SAME options for women and men Formal options are available

Purchased leave: Yes

SAME options for women and men Formal options are available

Remote working/working from home: Yes

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

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?

Yes, women and men

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

#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 using the primary/secondary carer definition

- 1.1. Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?

Yes

- 1.1.a. Please indicate whether your employer-funded paid parental leave for primary carers is available to:

All, regardless of gender

- 1.1.b. Please indicate whether your employer-funded paid parental leave for primary carers covers:

Birth; Adoption; Surrogacy; Stillbirth

- 1.1.c. How do you pay employer funded paid parental leave to primary carers?

Paying the employee's full salary

- 1.1.d. Do you pay superannuation contribution to your primary carers while they are on parental leave?

Yes, on employer funded parental leave

- 1.1.e. How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?

8

- 1.1.f. What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?

51-60%

- 1.1.g. Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?

No

- 1.1.h. Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption,

surrogacy and/or stillbirth?

Yes

Within 12 months

1.2. Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?

Yes

1.2.a. Please indicate whether your employer-funded paid parental leave for secondary carers is available to:

All, regardless of gender

1.2.b. Please indicate whether your employer-funded paid parental leave for secondary carers covers:

Birth; Adoption; Surrogacy; Stillbirth

1.2.c. How do you pay employer funded paid parental leave to Secondary carers?

Paying the employee's full salary

1.2.d. Do you pay superannuation contribution to your secondary carers while they are on parental leave?

Yes, on employer funded parental leave

1.2.e. How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?

3

1.2.f. What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?

51-60%

1.2.g. Do you require secondary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?

No

1.2.h. Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?

Yes

Within 6 months

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

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)**

No

Not a priority

- 2.3. Breastfeeding facilities**

Yes

Available at ALL worksites

- 2.4. Childcare referral services**

Yes

Available at ALL worksites

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

No

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

Yes

Available at ALL worksites

- 2.7. Internal support networks for parents**

Yes

Available at ALL 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 ALL worksites

2.13. On-site childcare

No

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.

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

- 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 Managers:

Yes

Other

Provide Details: Refresher training occurs at minimum every 2 years

Voluntary question: All Non-Managers

Yes

Provide Details:

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

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

Yes

Emergency accommodation assistance

No

Not a priority

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

No

Not a priority

Flexible working arrangements

Yes

Offer change of office location

Yes

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

No

Not a priority

Training of key personnel

No

Not a priority

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

How many days are provided?

10

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

Yes

Is the leave period unlimited?

No

How many days are provided? 10

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

Other: No

Provide Details:

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

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	28	10	38	
			Non-managers	42	42	84	
		Fixed-Term Contract	Managers	12	7	19	
			Non-managers	7	1	8	
	Part-time	Permanent	Managers	2	1	3	
			Non-managers	12	3	15	
		Fixed-Term Contract	Non-managers	1	1	2	
	2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	8	1	9
				Non-managers	38	17	55
Fixed-Term Contract			Managers	3	2	5	
			Non-managers	4	1	5	
Part-time		Permanent	Managers	2		2	
			Non-managers	7		7	
		Fixed-Term Contract	Managers	1		1	
			Non-managers	2	1	3	
3. How many employees (including partners with an employment contract) were externally appointed?		Full-time	Permanent	Managers	19	10	29
	Non-managers			114	58	172	
	Fixed-Term Contract		CEO, KMPs, and HOBs		1	1	
			Managers	8	8	16	
			Non-managers	77	30	107	
	Part-time	Permanent	Managers	7	2	9	
			Non-managers	45	3	48	
		Fixed-Term Contract	Managers	8	4	12	
			Non-managers	78	30	108	

* 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	17	10	27
			Non-managers	75	40	115
		Fixed-Term Contract	Managers	8	6	14
			Non-managers	19	15	34
	Part-time	Permanent	Managers	3	1	4
			Non-managers	41	6	47
		Fixed-Term Contract	Managers	1		1
			Non-managers	16	5	21
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	8		8
			Non-managers	21	2	23
		Fixed-Term Contract	Managers	1		1
			Non-managers	5		5
	Part-time	Permanent	Managers	2		2
			Non-managers	12		12
		Fixed-Term Contract	Non-managers	2		2
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers		5	5
			Non-managers		9	9
		Fixed-Term Contract	Non-managers		4	4
	Part-time	Permanent	Non-managers	1	1	2
		Fixed-Term Contract	Non-managers		4	4

* 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	Managers		1	1
			Non-managers		1	1
		Fixed-Term Contract	Non-managers	1	2	3
	Part-time	Fixed-Term Contract	Non-managers	1		1

* Total employees includes Non-binary

Workplace Profile Table

Industry: Tertiary Education

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	173	105	0	0	278
	Full-time contract	106	88	0	0	194
	Part-time permanent	27	7	0	0	34
	Part-time contract	17	9	0	0	26
Professionals	Full-time permanent	341	232	0	0	573
	Full-time contract	79	49	0	0	128
	Part-time permanent	156	36	0	0	192
	Part-time contract	62	38	0	0	100
	Casual	902	370	0	0	1,272
Technicians And Trades Workers	Full-time permanent	27	33	0	0	60
	Full-time contract	5	5	0	0	10
	Part-time permanent	7	1	0	0	8
	Part-time contract	0	2	0	0	2
Community And Personal Service Workers	Full-time permanent	7	4	0	0	11
	Full-time contract	2	0	0	0	2
	Part-time permanent	8	3	0	0	11
	Part-time contract	1	0	0	0	1
Clerical And Administrative Workers	Full-time permanent	203	74	0	0	277
	Full-time contract	50	17	0	0	67
	Part-time permanent	95	12	0	0	107
	Part-time contract	59	9	0	0	68
	Casual	309	107	0	0	417
Sales Workers	Full-time permanent	1	0	0	0	1

* 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: Tertiary Education

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time contract	0	1	1
KMP	Full-time contract	1	4	5
GM	Full-time contract	12	19	31
	Part-time contract	0	1	1
SM	Full-time permanent	1	0	1
	Full-time contract	27	23	50
	Part-time permanent	2	0	2
	Part-time contract	5	1	6
OM	Full-time permanent	172	105	277
	Full-time contract	66	41	107
	Part-time permanent	25	7	32
	Part-time contract	12	7	19

* Total employees includes Non-binary