

Adelaide Centre for Data Science Equity, Diversity, and Inclusion Plan 2023

Introduction

Adelaide Centre for Data Science (ADSC) is a collaborative research group that comes together to share ideas and work together across disciplines on data science problems.

ADSC has a fundamental commitment to equity, diversity and inclusion and expects participants to uphold these values when representing ADSC. ADSC promotes a safe and inclusive environment for its community. It celebrates and recognises its community's diversity of identities bring crucial experience, knowledge, and perspectives. Our success and impact will be driven by the diversity of backgrounds and perspectives of our team.

While it is governed by the University of Adelaide Code of Conduct and recruitment practices, additionally this plan describes the Equity, Diversity and Inclusion expectations specifically for the ADSC. This plan outlines how ADSC will promote equity, diversity, and inclusion and create a community where everyone has a sense of belonging. ADSC acknowledges and thanks Securing Antarctica's Environmental Future (SAEF), an ARC Special Research Initiative (SRI) and Dr Diana King for permission to build this policy based on theirs. We recognise the excellent and considerate work and time that went into developing their plan and appreciate being able to draw on this important resource.

The ADSC Steering Committee will review the plan annually.

Scope

This plan applies to all ADSC activities and all ADSC participants. ADSC is a collaboration between multiple Schools and Faculties at University of Adelaide and this plan is intended to complement the equity, diversity, and inclusion policies and plans of all these groups. Grievances will be managed under University of Adelaide policy and Integrity Unit.

Goals

Our overarching goals are to:

- create an inclusive environment and culture
- provide and promote a fair and inclusive working environment, free from discrimination, bullying and harassment
- ensure all ADSC participants feel valued, respected, and supported
- recognise the significance of Australian Aboriginal and Torres Strait Islander peoples' perspectives and knowledge
- remove structural barriers preventing underrepresented groups such as First Nations peoples, women, people with disabilities, culturally and linguistically diverse cohorts, and members of LGBTIQ+ communities from advancing their careers, and recognise that there are intersections between different identities, and
- provide assistance to direct ADSC participants to access appropriate grievance resolution processes.

Governance & Committees

- Equity, Diversity, and Inclusion will be a standing agenda item on the ADSC Steering Committee meetings.
- The ADSC Steering Committee will oversee the implementation and regular review and revision of this plan and its implementation.

- The ADSC Steering Committee will monitor and report on equity, diversity, and inclusion, including on gender balance in the Annual Report to the Australian Data Science Network (ADSN).
- ADSC will consider diversity, career stage, and gender balance when selecting speakers for the seminar series.

Recruitment

- Job advertisements, position descriptions, and selection criteria will use gender-neutral and inclusive language, aligning with University of Adelaide policy.
- Selection panels should have diverse gender representation, subject to organisational policy.
- All members of selection panels are required to undertake training on equal employment opportunity or similar and to be alert to unconscious biases in decision-making. This can be verified by showing evidence of a relevant training course attended by the panel member in the previous year, or by reviewing training video material provided by the ADSC steering committee.
- Selection panels should reflect the diverse community that ADSC represents.
- Selection panels will make good faith efforts to include appointable members of underrepresented groups on longlists and shortlists and consider performance or achievement relative to opportunity.
- ADSC will work with home organisation equity, diversity and inclusion teams and consult other organisations in the polar science community on possible strategies for recruiting HDR students and staff from underrepresented groups, including Aboriginal and Torres Strait Islander and First Nations peoples and strengthening pipelines to these roles (e.g. Honours students, paid research assistantships).
- Keeping with anti-discrimination regulations, ADSC may seek to advertise positions or scholarships targeting underrepresented groups.

Potential Measures

- Diversity of personnel (number and percentage)

Working Conditions & Environment

- ADSC will foster a workplace culture that is safe, inclusive and collaborative where students and staff can feel recognised and valued for their distinct backgrounds, talents, and perspectives.
- ADSC encourages all participants to be aware of their own privilege.
- ADSC is committed to addressing the gender pay gap. ADSC is committed to equal pay for all genders. This applies to all categories and levels of employment.
- ADSC supports and promotes flexible working arrangements. As required and in line with home organisation policies and operational requirements, participants are encouraged to propose flexible working hours, work-from-home plans, and other flexible arrangements such as bringing children to meetings if needed to accommodate their family commitments and other personal circumstances.
 - ADSC will consider the metric of Achievement Relative to Opportunity when evaluating ADSC members performance assessments.
- ADSC supports the right of people with a disability, injury, or health condition to fully participate in the program, while also respecting their right to privacy and confidentiality.
- Participants are encouraged to draw on parental, carer's, sick, annual, and other leave (subject to their home organisation's leave policies) to ensure a healthy work culture and work-life harmony.
- ADSC participants are welcome to bring their children into the workplace if childcare is not available, subject to organisational policy, health and safety requirements and appropriate supervision.

- ADSC encourages open general discussion about mental health at work and sharing of information about local Employee Assistance Programs and other mental health services and resources.

Potential measures

- Percentage of ADSC participants who are satisfied or very satisfied with the overall culture and inclusion of ADSC, as measured in a survey.

Meetings & Events

- ADSC aims to schedule meetings at times that suit all participants. All core ADSC meetings (such as regular committee and group meetings) will be held between 9.30am and 2.30pm. Options for recording meetings will be explored on a needs basis.
- ADSC meetings online and in person will begin with an appropriate Acknowledgement of Country and significant ADSC meetings will commence with a Welcome to Country delivered by a local community, where possible.
- Children can attend meetings if childcare is unavailable, subject to home organisational policy.
- ADSC conferences, workshops, seminars, and other events will have diverse and gender-balanced panels and speakers.
- ADSC will consider school holidays and religious calendars when scheduling events.
- ADSC will not organise social events where the primary focus is the consumption of alcohol or where there is unlimited access to free alcohol. Where alcohol is available at social events, suitable non-alcoholic options will also be provided.
- Where practical, ADSC will live-stream its major events and make recordings available online to make them more accessible.
- ADSC participants with caring responsibilities will be supported to apply for funding to support at-home or on-site care during conferences and workshops in Australia.
- ADSC will support accessibility of events by holding open EOIs for funding to support attendance at conferences and workshops whether that be for child care options or other needs. The EOIs will not be prescriptive and will be open to ADSC participants to submit itemised budgets and a justification for the funding to allow or improve their participation in events.
- Meeting and event chairs and facilitators have a responsibility for ensuring that all attendees have an opportunity to contribute and be heard.
- Where practical, ADSC will utilise available technology to make live-streamed and recorded events accessible to the hearing and sight impaired communities.
- ADSC participants will consider the gender policy of external events and the gender and cultural balance of speaker lists before accepting invitations to speak and will communicate any concerns to the event organisers.
- Organising staff/committees will consider and respect equity and diversity when choosing the place and time of social activities.

Communications

- ADSC will profile a diverse range of researchers across all our communication channels (website, newsletter, annual reports, social media, etc).
- ADSC will actively promote the visibility of all career stages within the program.
- ADSC will not disclose personal information without consent (e.g. age and marital and parental status) in introductions, reference letters and media coverage. ADSC will also respect the cultural perspectives and preferences of people who would like to share some personal information, including First Nations peoples.
- ADSC recognises that language is critical to inclusion and participants will use the language that is culturally appropriate and respectful of the diversity of ADSC participants and avoids the use of words or expressions that might be considered to exclude particular groups of people.

Potential measure

- Number and percentage of underrepresented groups profiled on ADSC communication channels.

Feedback

We are committed to supporting a diverse community where participants feel recognised, safe and heard. We welcome feedback and suggestions to improve our Equity, Diversity and Inclusion plan. Please contact our Steering Committee via datascience@adelaide.edu.au and we will respond within 10 business days.

ENDS