A. Background
In participating in the SAGE Athena SWAN project, UWA is committed to submitting an application for a Bronze Award in 2018, and to the ten Athena SWAN Principles:

1. We acknowledge that academia cannot reach its full potential unless it can benefit from the talents of all.
2. We commit to advancing gender equality in academia, in particular addressing the loss of women across the career pipeline and the absence of women from senior academic, professional and support roles.
3. We commit to addressing unequal gender representation across academic disciplines and professional and support functions. In this we recognise disciplinary differences including the particularly high loss rate of women in science, technology, engineering, mathematics and medicine (STEMM).
4. We commit to tackling the gender pay gap.
5. We commit to removing the obstacles faced by women, in particular, at major points of career development and progression including the transition from PhD into a sustainable academic career.
6. We commit to addressing the negative consequences of using short-term contracts for the retention and progression of staff in academia, particularly women.
7. We commit to tackling the discriminatory treatment often experienced by transgender people.
8. We acknowledge that advancing gender equality demands commitment and action from all levels of the organisation and in particular active leadership from those in senior roles.
9. We commit to making and mainstreaming sustainable structural and cultural changes to advance gender equality, recognising that initiatives and actions that support individuals alone will not sufficiently advance equality.
10. All individuals have identities shaped by several different factors. We commit to considering the intersection of gender and other factors wherever possible.

B. Terms of Reference
The UWA Self Assessment Team (SAT) has been established to:

a) Oversee, guide, prepare and submit the University of Western Australia’s Bronze Award application by January 31st 2018; and
b) Design, deliver and monitor the impact of the University of Western Australia’s Bronze Award Action Plan 2018-21.

C. Frequency of Meetings
The SAGE Athena SWAN Self Assessment Team will meet at least six times per academic year, and more often as required.

D. Reporting
The SAGE Athena SWAN Self Assessment Team will report to the SAGE Athena SWAN Steering Committee and the Vice-Chancellor’s Inclusion and Diversity Committee.

E. Membership
The membership can be reviewed at any time and the SAGE Athena SWAN Self Assessment Team may invite others to attend meetings on an ad hoc basis, and/or establish working groups to advance its objectives.

The Self-Assessment Team will aim for a diverse membership, including protected characteristics, covering different levels of the institution and all areas of STEMM. The team should include men and women from both professional services and academia. Where possible the team’s cumulative experience should include:
a) balancing home responsibilities and work (part-time/flexible working/career breaks),
b) dual-career families (the partner does not have to have a STEMM background),
c) recent experience of recruitment and promotion processes,
d) different stages of career (particularly early and mid-career stage),
e) institutional management responsibilities, and
f) senior management

Membership Responsibilities
a) Where a member is unable to attend, a nominated replacement would be desirable.
b) Alternatively written feedback would be expected if a member were absent.
c) Members must maintain the confidentiality of sensitive information.
d) Members are expected to actively contribute to the group.
e) Members are encouraged to attend events organised by the group.
f) Members will act as a champion for Athena SWAN in their own areas.
g) Members will assist with future applications for School level awards, acting as a 'critical friend'.