

Appendix B: Equality Analysis template

Screening	Please provide explanatory comments
1. What activity is being analysed?	Application to the Open Access Publication Fund
2. Who likely to be affected by the activity?	BU Authors
3. Who led the analysis?	Shelly Anne Stringer – Research Outputs Advisor
4. Who contributed to the analysis?	
5. What information has been used to inform the analysis?	Application data to the Open access Publication fund 2016/2017.
Analysis	Please provide explanatory comments
6. How does the activity promote good relations/equality/inclusion in relation to:	All Bournemouth University authors (staff, students or associated staff) are eligible to apply to the fund. The fund is promoted to all authors through the Research Blog and research comms via leads (DDRPPs, UoA Leads, Output Champions) in the faculties and other professional services such as LLS. Applications are assessed on evaluation of the quality of the paper, quality of the journal and value for money to BU.
6.1 Age	No age identifying information is currently collected or reviewed. However, two indirect actions have promoted inclusion: <ul style="list-style-type: none"> • The fund is supportive of co-creation with students and as such applications specifically request whether paper has been co-created article with a student (UG, PGT or PGR). • For 2016/2017, the fund was limited to one application per author this encouraged more co-authors (particularly student co-authors) to apply to the fund. Applications from PGRs have increased from 5% of applications in 2015/16 to 17% in 2016/17.
6.2 Disability	No disability identifying information is currently collected or reviewed. The fund is promoted using electronic mediums which are compatible with common screen reading software.
6.3 Gender Reassignment	No identifying information is currently collected or reviewed.
6.4 Marriage and civil partnership ¹	No identifying information is currently collected or reviewed.
6.5 Pregnancy and maternity (including paternity)	No identifying information is currently collected or reviewed.
6.6 Race (colour, ethnic or national background)	No identifying information is currently collected or reviewed. However, one indirect action has promoted inclusion:

¹ Marriage and civil partnership are protected under the legislation but only for the need to eliminate unlawful discrimination in employment.

	<ul style="list-style-type: none"> The fund is supportive of international co-creation and as such applications specifically request whether paper has co-authors from an institution in another country? <p>International co-authorship was not recorded prior to 2016/2017 so we are unable to offer any comparable data.</p>
6.7 Religion or belief (including non-belief)	No identifying information is currently collected or reviewed.
6.8 Sex (Female/Male)	No identifying information is currently collected or reviewed.
6.9 Sexual orientation	No identifying information is currently collected or reviewed.
7. Does the activity have an actual or potential adverse impact in relation to?	
7.1 Age	Applications are assessed on an evaluation of the quality of the paper, quality of the journal and value for money to BU. Characteristics which could be related to age may adversely impact the quality of paper or quality of journal in which the paper is accepted and therefore adversely impact the applicant indirectly.
7.2 Disability	Completing the application form may adversely impact some applicants with a disability.
7.3 Gender Reassignment	No
7.4 Marriage and civil partnership ²	No
7.5 Pregnancy and maternity (including paternity)	No
7.6 Race (colour, ethnic or national background)	The fund is supportive of international co-creation and as such applications specifically request whether paper has co-authors from an institution in another country? Recording of international co-authorship could have potential adverse impact.
7.7 Religion or belief (including non-belief)	No
7.8 Sex (Female/Male)	Applications require the supports of a UoA Leader, currently from 18 appointed UoA Leaders 16 are male. This may have an adverse impact on applicants. However, we have analysed applicant information from HR data – see Appendix One. Currently applications to the fund are evenly split 50/50 between female and male, with slightly more applications (51%) being approved for females than males (49%).
8. Comment on the good practice identified	

² Please see footnote 1.

The increase of applications from PGRs from 5% in 2015/16 to 17% in 2016/17.
 Data indicates no gender bias in applications received or approved

9. Comment on the actions to mitigate actual or potential adverse impact

- All - Continue to promote the fund to all BU authors and assess applications equally based on an evaluation of the quality of the paper, quality of the journal and value for money to BU.
- All – Unconscious Bias development to be provided to all UoA Leaders/Teams who are required to assess outputs.
- Disability – to ensure that it is clear that an alternative checklist (increased font etc.) is available on request.
- Sex (Female/Male) - Where a variance between faculty gender stats and application stats exists these will be discussed and monitored by the REF Outputs Sub-Committee.
- Race (colour, ethnic or national background) – to monitor if there are any unintended adverse impacts on applications noting international co-authors.

10. Decision/Feedback/Approval

10.1 What is the analysis outcome? (See Table 1 to assist here)	Please circle	Level 1	Level 2	Level 3	Level 4
10.2 Have you consulted with EDSG?					
10.3 When will the analysis be reported to EDSG?					
10.4 Which Committee will approve the analysis?					
10.5 Date of approval					
10.6 When and how will the analysis be reviewed?					

Open Access Publication Fund 2016/2017 – Data Analysis

Applications to the Open Access Publication Fund 2016/2017

By Faculty and Gender

Faculty	Female			Male			Total Applications
	No.	%	BU Staff %*	No.	%	BU Staff %*	
HSS	8	53%	72%	7	47%	28%	15
Management	2	25%	47%	6	75%	53%	8
Media & Comms	3	38%	41%	5	63%	59%	8
SciTech	25	56%	32%	20	44%	68%	45
Total	38	50%	48%	38	50%	52%	76

*Academic Staff Dec 2016

By UoA and Gender

UoA	Female		Male		Total
	No.	%	No.	%	
3	7	58%	5	42%	12
4	13	65%	7	35%	20
11		0%	3	100%	3
12		0%	3	100%	3
17	10	63%	6	38%	16
19		0%	3	100%	3
20		0%	2	100%	2
22		0%	2	100%	2
25	3	75%	1	25%	4
26	2	33%	4	67%	6
29	1	100%		0%	1
34		0%	1	100%	1
36	2	67%	1	33%	3
Total	38	50%	38	50%	76

By Faculty and Status

Faculty	PGR	Staff	Total	%
HSS	2	13	15	15%
Management		8	8	0%
Media & Comms		8	8	0%
SciTech	9	36	45	25%
Total	11	65	76	17%

Approved Applications to the Open Access Publication Fund 2016/2017

By Faculty and Gender

Faculty	Female			Male			Total
	No.	%	BU %*	No.	%	BU%*	
HSS	8	53%	72%	7	47%	28%	15
Management	2	25%	47%	6	75%	53%	8
Media & Comms	2	50%	41%	2	50%	59%	4
SciTech	23	55%	32%	19	45%	68%	42
Total	35	51%	48%	34	49%	52%	69

*Academic Staff Dec 2016

By UoA and Gender

UoA	Female		Male		Total
	No.	%	No.	%	
3	7	58%	5	42%	12
4	13	65%	7	35%	20
11	0	0%	3	100%	3
12	0	0%	2	100%	2
17	9	60%	6	40%	15
19	0	0%	3	100%	3
20	0	0%	1	100%	1
22	0	0%	2	100%	2
25	2	100%	0	0%	2
26	2	33%	4	67%	6
29	1	100%	0	0%	1
36	1	50%	1	50%	2
Total	35	51%	34	49%	69

By Faculty and Status

Faculty	PGR	Staff	Total	%
HSS	2	13	15	15%
Management		8	8	0%
Media & Comms		4	4	0%
SciTech	8	34	42	24%
Total	10	59	69	17%