

## ACSC Policy on Gender Balance

Updated October 2017

The Advanced Courses and Scientific Conferences programme (ACSC) aims to promote gender balance in the programme, speakers, session chairs, committees and teaching staff. The policies for courses and conferences are below.

### Conferences:

1. All new and renewed committees must comprise equal numbers of men and women. Committees to usually comprise of four members, each of whom must rotate off (two at a time) in turn after two years.
2. All session chairs and invited speakers to comprise equal numbers of men and women.

### Courses:

1. Gender balance of course instructors is strongly encouraged on all courses. No mandatory minimum number of female instructors is set, due to the large time commitment involved in lab-based courses, but there should be no single -sex instructor panels. Instructors/organisers to comprise equal numbers of men and women for discussion-based courses.
2. Invited speakers/tutors to comprise equal numbers of men and women for Welcome Genome Campus-based courses
3. Across the whole programme, the number of selected participants to comprise equal numbers of men and women.

### Monitoring

1. Each event is monitored by the ACSC lead.
2. An annual summary of the gender numbers to be reviewed by the ACSC Steering Group.
3. All applications for new events are reviewed by the ACSC Steering Group and include gender guidelines.
4. Exceptions: where a field has a very low number of either gender; this is to be flagged up to the ACSC lead during development of the event proposal and then reviewed by the ACSC Steering Group to determine if lower numbers are acceptable.

### Timeframe:

1. To be implemented immediately (November 2016) for events taking place from October 2017 onwards.
2. Allowing current committees to rotate off after two years, the policy is likely to be fully effective by October 2018.