

TMOS IDEA Framework

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Introduction

The Centre is committed to fostering diversity, equality, access, and inclusion principles. This IDEA Framework serves as a guide supporting disseminating and implementing the diversity recommendations and policies throughout all participating universities (nodes). It applies to all research staff, professional staff and students of the Centre, who are considered Centre members, which includes all those funded by non-Centre sources. Since the Centre's work involves a cross-institutional collaboration, member's host university policies will override Centre policy should there be a case of discrepancy.

IDEA Principles

This IDEA Framework aims at creating a supportive, creative, and inclusive environment that encourages the recruitment, development, and retention of a diverse community of members.

Our IDEA definitions¹ are:

- **Inclusion** - occurs when a diversity of people (e.g., of different ages, cultural backgrounds, genders) feel valued and respected, have access to opportunities and resources, and contribute their perspectives and talents to improve their organisation.
- **Diversity** – is having different attributes and backgrounds, which means people with different skills, experiences, and perspectives. Diversity is also about recognising, respecting, and valuing differences based on ethnicity, gender, age, race, religion, disability and sexual orientation.
- **Equity** – is when everyone is treated fairly and impartially. Equity and equal opportunity are an integral part of the employment life cycle applicable to recruitment, retention, performance management, promotion, talent identification, succession planning, remuneration, professional development, and end of employment.
- **Access** – addresses existing practical and systematic boundaries that prevent the disadvantaged from fully participating in work opportunities, activities, events, and social life. These include but are not limited to physical limitations such as colour

¹ <https://www.dca.org.au/>

blindness, mobility issues, hearing difficulties, and other disabilities. These also involve cultural and social nature barriers, such as religious practices, communication practices, and language.

Based on these principles, the Centre:

- Is responsible for creating and promoting inclusive research and working environments, which are open to differences, inviting diversity, intolerant of discrimination;
- Recognises human diversity as an asset and acknowledges its potential as a source of growth and creativity;
- Commits to equitable practise as crucial factors for participation and opportunity;
- Enables advocacy to form inclusive practices and processes across all nodes;

Purpose

The Centre aims to deliver scientific innovations in optical science and its applications. To translate research into innovative technologies in transport, health, security, defence, agriculture, entertainment, and education, we gather outstanding innovators from diverse backgrounds to be future leaders for decades to come. Significant research² has shown that diverse teams can develop more innovative ideas. When people from different contexts work together, their unique perspectives lead to greater creativity. The Centre provides a safe and respectful environment, responding to our community's diverse needs. This will be achieved by actioning the IDEA Strategic and Implementation Plan and will remain a responsibility of all Centre members.

Our principles are:

- **Respect:** We respect and value the diversity of our staff and students – who are Aboriginal and Torres Strait Islander, culturally and linguistically diverse, of all genders, who are of diverse gender identities, sexes and sexualities, who have a disability, ongoing medical or mental health condition and who are socially or economically disadvantaged.
- **Safety:** We seek to provide a culturally safe environment where our Indigenous communities and students, and staff of all backgrounds are respected and included.
- **Innovation:** We measure, assess and strive to improve our efforts to provide a diverse and inclusive environment for our staff and students and communicate these efforts throughout the community.
- **Sustainability:** We capture and embrace our whole community's diversity while maintaining the integrity of the international relationships we hold.

² <https://hbr.org/2017/06/does-diversity-actually-increase-creativity>

Framework Guidelines

Code of Conduct

In our work, we encourage and expect our members to demonstrate respect for cultural diversity, including valuing unique characteristics, qualities, cultural practices and needs.

We also expect our staff to include and seek input from people across a wide variety of backgrounds and adhere to the Code of Conduct based on promoted Principles of Inclusion, Diversity, Equity, and Access:

- Making decisions that are generally based on equity and fairness
- Recognising the value of diversity
- Accommodating a range of cultural requirements
- Taking appropriate action to eliminate discrimination, stereotyping and bias

Communication

This includes promoting inclusive language, which avoids biases, slang, or expressions that discriminate against groups of people based on race, gender, or socio-economic status.

The Centre aims at promoting inclusive and accessible communication means to ensure that our publicity, outreach, internal and external information flow meets everyone's communication needs and is designed so that all audience members understand the information being shared.

IDEA Framework emphasizes communication that it is clear and accessible, with any required adjustments in place, so that all Centre members can participate equitably and members with disability and access requirements are included.

When communicating essential information, we shall consider the following:

- Is everyone able to access and understand the information?
- Can everyone participate equitably during a meeting or presentation?
- Does everyone have the technology they need to participate?

Centre Committee Membership

The committee formation goal is to develop a broadly representative group inclusive and diverse on many dimensions, including demographic, gender, geo-cultural background or faculty rank. This aspect applies to the Centre's committees and sub-committees.

Recruitment and Retention

Targeted and gender-neutral recruitment advertising to attract women and those from other under-represented groups will be undertaken where deemed appropriate. Special measure recruitment will be conducted within nodes, where the university holds a temporary

exemption from the Equal Opportunities Act. Special Recruitment rounds are to be advertised using appropriate channels that can reach expected target groups.

In our recruitment processes we will aim at:

- Increasing the employment of members of underrepresented groups;
- Use inclusive language in recruitment advertisements, including a statement of our commitment to equity, and offer flexible and family-friendly workplace options;
- Ensure that selection panels and interview panels are gender-balanced;
- Use tactics in the selection process that limit the impact of implicit bias in decision-making;
- Use accessible and appropriate communication platforms for advertising the opportunities.

The Centre aspires to:

- Achieve 40% women research staff by 2026;
- Support the development, progression, and retention of women in STEM;
- Through our membership of Pride in Diversity, eliminate discrimination based on sexual orientation, sexuality or gender;
- Disability employment and mental health and inclusion;
- Provide equal pay transparency;
- Build a more culturally diverse workforce.

[TMOS Recruitment Policy](#)

Training, Mentoring and Professional Development

Career Development and Work life Balance

To promote diversity and equal opportunities for continuous career development, all Centre personnel (CIs, PIs and AIs, HDR, and Professional staff) will have access to mentoring and professional development based on merit and scope of their work.

The Centre will also strive to provide a balanced and flexible work environment for members returning to work, re-training and re-induction to updated or increased positions – whether due to parental leave, long service leave, or health issues.

IDEA Training

The Centre recognises a necessity of unified and cohesive training and education in practical applications of IDEA Principles in a workplace. We aim at providing our members with tools and appropriate knowledge to:

- recognise biases and inequities;
- be aware of the problems of systemic discrimination, unconscious biases, intersectionality;
- be aware of the existing issues and notions tackling First Nations and Indigenous peoples;

- be able to use inclusive language for internal and external communication confidently;
- respond skilfully and equitably to biases and inequities accordingly;
- redress biases and inequities by understanding and addressing them at their institutional roots;
- actively cultivate equity by applying it to professional decisions;
- sustain equity efforts even in the face of discomfort or unwelcome reaction.

External Engagement, Events & Workshops

Events are an opportunity for the Centre to commit to inclusion and accessibility. This will include appropriate planning and logistics to provide carers and family-friendly, accessible and approachable for people with disabilities and accommodating for audiences of various faith observing diverse calendars.

In engaging with the community, we will design outreach activities to provide participation opportunities to underrepresented groups, including but not limited to women, Indigenous people, and those from economically disadvantaged or rural areas. We will make our Framework, and relevant policies, available on our website for our community.

In preparation for Centre activities, we will undertake actions to provide diverse speakers and session chairs. Where applicable, we will provide additional aids and facilities leading to fuller participation and understanding of the content.

Acknowledgement of Country

The Centre will address the traditional custodians of the lands the Centre conducting its work on through an Acknowledgement of Country.

It is an opportunity to acknowledge and pay respect to First Nations people, and It can be given by both non-Indigenous people and Aboriginal and Torres Strait Islander people.

Acknowledgement of Country will be called during openings of events, meetings and ceremonies conducted physically and online.

The official details and content related to First Nations awareness etiquette can be found [here](#).

Implementation of this Framework

The Centre IDEA Framework is designed to complement existing university and workplace policies. By specifically designing this Framework, which applies to all Centre members, the Centre is drawing specific attention to the expectations required for membership and engagement with the Centre.

All member employees and students, regardless of their positions, are expected to comply with this Framework and take appropriate measures to ensure that improper conduct does not occur. Inaction or bystander behaviour may also be considered in breach of this Framework.

Supervisors are expected to understand their workplace policies and appropriate escalation pathways, as well as university resources and supports, in accordance with basic stewardship. Supervisors are expected to know their scope of practice and when to seek support in dealing with sensitive matters.

IDEA Committee

The Inclusion, Diversity, Equity, and Access (IDEA) Committee will advise the Centre Executive Committee to foster equal employment opportunities and a safe and respectful workplace based on IDEA Principles.

The IDEA Committee is the official body providing underlying mechanisms through which inclusion, diversity, equality, and access practices transmit their positive effects on members' participation, work and engagement throughout the Centre.

IDEA Committee is responsible for implementing and maintaining a 'high-trust' climate in the organisation by providing a platform, communication channels and opportunities to discuss, comment, and provide feedback on the Centre's efficiency in addressing inequalities and access difficulties.

Considering a highly sensitive nature of information tackling IDEA issues, the Centre is committed to maintaining an open communication channel using an online IDEA form available to all members and providing anonymous submissions.

Document Versions

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