FESTA

Improving meeting cultures
WP6.1 Improving Meeting Culture

Three partners involved in the task: UU, SDU, SWU. In parts of the presentation today we have help from our colleagues from Ireland and Italy.

This task focuses on meeting facilitation and how improved interactions at meetings influence the working environment of Academia in general.

The complex problems of gender discrimination and power games in the decision making that takes place at meetings can be targeted through a number of tools: On how to facilitate open and constructive communication and how to be aware of the subtle ways of giving and taking away voice, power and visibility.
Learnings from the roleplay

• Send out agenda and supporting material in adequate time prior to the meeting; it gives everyone equal time to prepare.

• Pay attention to who sits next to whom. Use pre-determined seating arrangements based on a principle of alternating men and women. Look again in the Swedish report.

• Make sure you do not treat anyone as if she/he is invisible; make sure to introduce all meeting participants and create a climate of mutual respect.

• Distribute the word at meetings; make sure everyone’s opinion is heard.

• Do not withhold information from a group; Share information with those who need it.

• Start and finish meetings on time.
THANK YOU!

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