QA160 Podium Gender Balance at Conferrings
Approved by : UMT
Date Approved : 30 May 2018

1. Policy Statement

At all University of Galway conferring ceremonies nominees from a College for the podium party should normally be gender balanced, or at the very least reflect the gender balance profile in that College.

Podium speaking roles should normally also be 50:50 gender balanced unless there is a particular and unusual set of circumstance that make this impossible. These circumstances must be highlighted to the Deputy President and Registrar or his/her nominee at least seven days prior to the relevant conferring ceremony.

2. Implementation

The Conferrings Office, on behalf of the Deputy President and Registrar, shall confirm the names of the speakers at the conferring, in the following order and no later than seven days in advance of a graduation:

1. President (or Deputy President and Registrar);
2. Dean(s) of College (or nominee(s));
3. Registrar (or nominee);
4. College AO (or nominee).

Where an honorary degree is to be conferred, this balance shall also be taken into account accordingly:

5. Honorary Graduand;
6. Presenter of Honorary Graduand

The Dean of the relevant College shall ensure that a platform party list will be forwarded to the Conferrings Office at least seven days in advance of a graduation ceremony. This list shall be at least 40% male and 40% female or, exceptionally, simply reflect the gender balance of the academic profile of the College.

Where two or more Colleges are involved in the same ceremony, Deans shall liaise with each other to present a gender-balanced list to the Conferrings Office.

Responsibilities

Name	Responsibility
Deputy President and Registrar	Policy Holder
Deputy President and Registrar	Finalisation of Speaking Roles
Conferrings Office	Confirmation of Speakers Names
Deans	Nomination of platform party