

MUNI

Masaryk University Gender Equality Plan 2022–2024

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(Gender Equality Plan MU – GEP MU)

PREAMBLE

The management of Masaryk University is following the European Union's gender equality goals for 2020-2025 (Equality Union: Strategy for Gender Equality 2020-2025) and the Ministry of Education, Youth and Sports' Gender Equality Support Plan 2021-2024. MU will implement a variety of measures to promote gender equality as part of the University's strategic commitment to the principles of transparency, equality and accountability, while at the same time reconciling the work and personal lives of all its employees and students. The University will pursue this commitment at the level of its units and through the activities of the University as a whole. The individual professional departments of the MU Rector's Office will cooperate with the faculties in the implementation. The plan provides a framework for the development and implementation of effective measures to achieve the goals in the priority areas of gender equality at MU and within MU units.

STRATEGIC CONTEXT

MU recognizes that its most valuable asset is its people, and that achieving its mission depends on the performance, dedication, professionalism, and abilities of its employees and students. While MU has already made significant progress in creating a fair, flexible, and gender-balanced work environment, it will continue to cultivate an organizational culture in which employees and students have equal opportunity in all areas. To achieve this strategic goal, the University will create adequate institutional tools, implement and financially support the activities outlined in this MU Gender Equality Plan for 2022-2024, which are in line with the vision and goals of Masaryk University's Strategic Plan 2021-2028.

THE BACKGROUND TO THE GENDER EQUALITY PLAN

Measures in the areas of the Gender Equality Plan are proposed on the basis of the results and recommendations of gender audits carried out by MU units in the period 03-07/2021, which covered the following areas: Transformation of organizational culture; work-parenting mix; recruitment and selection; career progression, equal opportunities for women and men in leadership positions; measures against sexual harassment and other forms of violence; inclusion of the gender dimension in research and innovation; studies and student population; collection and monitoring of gender-differentiated data; allocation of human and financial resources to address gender equality issues. The findings presented in the final reports of the gender audits in individual thematic areas are supported by content analysis of documents, statistical data analysis, results from questionnaire surveys, group discussions with selected groups of people, individual and group interviews. The results of the individual gender audits are the basis for this MU Gender Equality Plan (from now on referred to as GEP MU).

IMPLEMENTATION AND ACCOUNTABILITY

At the MU management level, a Gender Equality Guarantor has been appointed who will cooperate with other Vice-rectors and, in particular, with MU units and representatives of relevant departments from the MU Rector's Office in the implementation of GEP MU activities. The Guarantor is the Vice-Rector for Human Resources and Academic Affairs, in collaboration particularly with the Vice-Rector for Student and Alumni Affairs. It will regularly report on his/her activities and achievements in the implementation of the GEP MU to the MU Management Board, principally in the form of an annual report in this area, including proposals for measures for the next period to fulfil the objectives and activities of the GEP MU. The annual report will also be available to the management of the individual MU units and all MU employees and students.

AREAS OF THE GENDER EQUALITY PLAN

1. TRANSFORMING THE INTERNAL CULTURE OF THE ORGANISATION

The university and its units will support the organizational culture and working and learning environment that includes the following areas: the organisation's visions and goals and gender equality, gender-balanced promotion and marketing, a gender perspective in terms of working conditions, consideration of leaving the academic sphere, the system of evaluating scientific and teaching work, foreign mobility, creation of internal regulations, and internal and external communication of MU and its units.

2. GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING

The University and its units will support improved opportunities for gender balance in management and decision-making.

3. WORK – LIFE BALANCE

The University and its units will facilitate and further support flexible forms of work and create conditions for the provision of childcare and family care to enable employees to balance work and family responsibilities.

4. RECRUITMENT, SELECTION AND CAREER PROGRESSION

The University and its units will implement recruitment and selection without gender bias based on the principles of OTM - R (Open - Transparent - Merit Based Recruitment, hereinafter referred to as OTMR). As part of the career progression, they will strive to develop and maintain a gender-diverse workforce by creating a talent management system, a career support system and mentoring especially for early-career women researchers.

5. MEASURES AGAINST SEXUAL HARASSMENT AND OTHER FORMS OF GENDER-BASED VIOLENCE

The University and its units will develop preventive measures against bullying or sexual harassment and other forms of gender-based violence, and improve the complaint process, supplemented by mediation and counselling and advisory services for the fair resolution of cases that arise.

6. INTEGRATING THE GENDER DIMENSION INTO RESEARCH AND INNOVATION

The University and its units will strive to promote and integrate the gender dimension into research and innovation and teaching through the support of gender-balanced research teams; they will promote research results achieved by women and gender-responsive research.

7. COLLECTION AND MONITORING OF GENDER-DISAGGREGATED DATA

The University and its units will establish a system for collecting and regularly evaluating gender-disaggregated data in GEP MU areas.

8. ALLOCATION OF HUMAN AND FINANCIAL RESOURCES TO ADDRESS GENDER EQUALITY ISSUES

The University and its units will generate adequate resources within their annual budgets to implement the proposed measures to support gender equality in all areas of the GEP MU.

MU Gender Equality Plan (GEP MU) 2022-2024 - measures and actions

1. Transforming organisational culture

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the relevant Vice-Rectors and Rector's Office departments)

Goal	Measure / description of action	Target group	Date / period	Indicators
Introduce a gender equality policy at MU	Creation and publication of the Gender Equality Plan (GEP MU) for 2022-2024 in the form of a formal document An Annual publication of a report on the fulfilment of the GEP MU objectives according to defined indicators	Employees Students Public Grant agencies	12/2021 Annually	GEP MU published Report on the fulfilment of MU GEP objectives for the year published
Develop provisions reflecting gender equality in internal regulations and institutional standards	Inclusion of the gender dimension in relevant MU internal standards, as well as in the directives, orders and measures in the framework of their development and updating	Employees Students Public	2022-2024 Ongoing, as needed	Relevant MU internal regulations and other institutional norms reflect the principles of gender equality
Increase awareness and understanding of gender equality issues	Appropriate supplementation of existing employee development and training activities with gender topics, implementation of lectures and workshops on gender topics aimed at increasing the sensitivity of this issue	Employees Teachers Senior employees Students	From 01/2023 +	Number of lectures and workshops on gender topics and number of employees and students involved
Identify and address potential remuneration inequalities from the perspective of gender equality	Implementation of remuneration analysis from the perspective of gender equality using an appropriate analytical tool Based on a remuneration analysis from the perspective of gender equality, update the Internal Wage Regulation if necessary.	Employees	12/2023 12/2024	Results of the analysis MU Internal Wage Regulation - possible update

Modernize the process and outcomes of the evaluation process for academic and non-academic employees	Review the current system of evaluation of academic and non-academic employees Take into consideration career breaks due to maternity and parenthood and other relevant gender aspects in the evaluation of academic work	Employees	until 12/2023	Revision of the MU employees assessment system (if necessary, based on analysis) Modified online EVAK tool
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2. Gender balance in management and decision-making

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the relevant Vice-Rectors and Rector's Office departments)

Goal	Measure / description of action	Target group	Date/ Period	Indicators
Create conditions for greater gender balance in management positions and advisory bodies	Where relevant (most MU decision-making bodies are elected and therefore controlled), examine the formal procedures for applications, nominations and selection of members in terms of promoting women's interest in participating in these positions Precise dates and timeframes for regular meetings of MU bodies and committees during working hours	Employees Students	06/2023+	Formal procedures for nominations and selections for management and decision-making roles as well as advisory bodies will be reviewed and supplemented with recommendations where appropriate Recommendation forwarded to the organisers of meetings of MU bodies and committees
Improving gender balance in management and decision-making	Develop and reinforce the principles of gender balance in management or decision-making positions and advisory bodies in key university and unit documents while respecting the capabilities of MU units	Female Employees Female Students	12 /2023 +	Monitor the proportion of women in management and decision-making positions and advisory bodies

3. Work – life balance

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the relevant Vice-Rectors, the Bursar and Rector's Office departments)

Goal	Measure / description of action		Target group	Date/ Period	Indicators
Introduction of maternity/parental leave management and support for work – family balance	Defining all measures that support the reconciliation of work and family, offered by the university in one internal document		Employees leaving for and returning from maternity and parental leave	12/2023	A document on the possibilities of supporting work – family balance is drawn up

	Update of the MU handbook "Maternity leave, postnatal paternity care and parental leave in a nutshell"			12/2022	Updated Employee Handbook
Take into consideration opportunities to work from home to improve work-life balance	Utilize all legal opportunities within the framework of the University-wide directive regulating work from home conditions to enable employees to balance work and family (personal) responsibilities		Employees	2022+	Number/percentage of employees using the provisions of the directive regulating work from home conditions
Extend care options for young children	To support existing children's groups and to establish at least one additional childcare facility (children's group) for university units in the centre of Brno.		Employees with young children	12/2022 and ongoing	The existing facility supported and one new facility built in the centre of Brno.
Regularly identify the needs of employees caring for dependants	Organization of discussions aimed at identifying the needs of employees caring for dependants (e.g. aging parents), including the need for psychological counselling		Employees caring for dependants	06/2023 + every year	Discussion performed and identification of needs in a given year
Institutional support for caregivers	Develop support programmes for caregivers based on a needs analysis		Employees in a caring role	12/2023 and ongoing	Scope and content of the implemented support measures for caring persons

4. Recruitment, selection and career progression

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the relevant Vice-Rectors and MU units)

Goal	Measure / description of action	Target group	Date/Period	Indicators
Develop a gender unbiased recruitment and selection process	Supplementing recommendations for a gender-correct procedure during recruitment and selection in forthcoming university regulations (Selection Procedure Regulation) and subsequent methodologies for recruitment and selection at MU units	Employees involved in recruitment and selection	09/2022	The Selection Procedure Regulation (SPR) at the MU level and the implementing regulations at the unit level contain all the principles for dealing with the HR Award, OTM-R rules relating to recruitment and selection.
Strive for a gender-balanced composition of selection panels	The MU Selection Procedures Regulation set an explicit requirement for a balanced composition of selection committees in accordance with the field and nature of the departments	Employees involved in recruitment and selection	09/2022	MU Selection Procedure Regulation - update Link to the website
Support balanced career development and progression for women and men	Develop and implement a Career Code at the university level	Employees	Q4/2023	MU Career Code – a new document Link to the website

	<p>Extend the services of the MU Career Centre for employees</p> <p>Provide specific support to employees - grant applications writing workshops, support in the role of principal investigators, support in learning leadership skills, mentoring programmes, workshops on gender dimensions in research content, etc.</p> <p>Define specific measures to support parents returning from maternity and parental leave actively and to restart their scientific career</p>		<p>From 2023 +</p> <p>From 2023+</p> <p>12/2022</p>	<p>Scope and content of services provided by the Career Centre for employees</p> <p>Number of activities and trainings implemented</p> <p>Number of persons trained</p> <p>Document created</p> <p>Link to the website</p>
Extend the GAMU Career Restart grant scheme	Maintain the budget of the grant and thus ensure its accessibility to a permanent pool of researchers – men and women - who have interrupted their research career, thus facilitating their return to a scientific career	Researchers – men and women - returning to work after a career break in research	from the 2022+ budget	Number of grants awarded Amount of funding allocated for the GAMU Career Restart scheme
Support women researchers in their career promotion	At the units and university level, support mentoring programmes specifically for women researchers	Female employees/academics	By the end of 2023+	Supported by mentors at individual workplaces
Support women researchers in their career promotion	At the university level, organize conferences promoting women in science and conferences on women in science	Female employees/academics	From 2022+ onwards	Scope and content of conferences and other events on Women in science
Support for career development	Modify the MU website and websites of individual units to include information on career growth and advancement opportunities for employees	Employees	By the end of 2023	MU Career Website

5. Measures against sexual harassment and other forms of gender-based violence

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the Vice-Rector for Student and Alumni Affairs and the relevant Rector's Office departments)

Goal	Measure / description of action	Target group	Date/ Period	Indicators
Acquire expert support for the proposal and implementation of measures against sexual harassment and other forms of gender-based violence	<p>Involvement of independent experts in the preparation of a study and proposal of measures against sexual harassment and other forms of gender-based violence, including the sharing of good international practice in this area</p> <p>Collection of information about the incidence and impact of sexual harassment within the University</p>	Employees Students Public	<p>01 /2023</p> <p>Until 06/2023</p>	<p>Expert study on measures against sexual harassment and other forms of gender-based violence</p> <p>An investigation carried out within MU (in an appropriate form)</p>

	Repeat regularly the investigation of the incidence and impact of sexual harassment and other forms of gender-based violence		From 2023 +	Regularly repeated investigations
Institutional incident solutions	Development of a straightforward procedure for victims, perpetrators, witnesses of sexual harassment, including a description of the consequences and sanctions and their embedding in relevant university regulations and instruments (Equal Opportunities Panel, MU Ethics Committee)	Employees Students	12/2022	A regulation governing institutional solution of incidents and sanctions + updates to relevant university regulations was drawn up
Improve the information process on complaints	Improve staff and students awareness of existing complaints procedures. Edit the relevant MU website	Employees Students	12/2022 +	Information campaign implemented Relevant websites modified
Preventive awareness campaign on sexual harassment and gender-based violence topics	Education in the form of lectures, courses, workshops. Creation of an information leaflet	Employees Students	From 2023	Information campaign implemented Number of training events Number of participants Website, leaflet
Provide support to employees in dealing with difficult work situations	Support the possibility of psychological counselling for all MU employees	Employees	From the end of 2022 +	Psychological counselling is also available to employees
Institutional incident solutions	Consideration of the institution of an independent professional counsellor at the university level whom employees and students who suspect that they have been victims of bullying, sexual harassment or other forms of gender-based violence could contact (linked to other MU tools)	Employees Students	From 2023 +	The services of an independent professional advisor are available to employees and students
Conflict prevention	Enrichment of the Orientation Week adaptation course, organized by the Centre for International Cooperation, with training for international students focused on the topic of intercultural differences	Students	From 2023 +	Number of events and number of participants
Conflict prevention	Training of academic and non-academic employees on the topic of intercultural differences	Employees	From 2023 +	Number of realized training courses and number of participants

6. Integrating the gender dimension into the research and innovation

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the Vice-Rector for Research and Doctoral Studies, Vice-Rector for Education and Quality and the relevant Rector's Office departments)

Goal	Measure / description of action	Target group	Date/ Period	Indicators
Raising awareness of the gender dimension in research and teaching	Complementing or innovating the existing platform of support for male and female researchers, such as Freshers, Freshers workshops, Summer School for PhD students, training on grant programmes, training in the field of university-wide projects; methodology of events complemented with gender issues in science, teaching and research (consideration of gender in the research plan and research design and composition of research teams, etc.)	Employees Students	From 2023 onwards to individual activities	Number of performed actions Number and structure of persons trained Developed methodology for gender dimension in research
Supporting the integration of the gender dimension into educational activities	Efforts to add a gender dimension to existing activities, training and other events	Employees	Continuously from 2022	Number of performed actions Number and structure of persons trained
Ensuring equal conditions in the evaluation of science and research projects	Gender balance in the evaluation committees of internal projects, taking into account the possibilities and maintaining the main criterion of expertise	Employees Students	from 2023	Internal methodology Collection of data on the composition of evaluation committees and research teams

7. Collection and monitoring of gender-disaggregated data

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the relevant Vice-Rectors and Rector's Office departments)

Goal	Measure / description of action	Target group	Date/ Period	Indicators
Establish a system for collecting and regularly evaluating data in the field of gender equality	Define the sets of indicators, their description and sources, for the methodology of collecting gender-disaggregated data so that it is performed comparably in all units and with respect for the principle of intersectionality. Provide and develop tools for the collection and analysis of gender-disaggregated data (development of applications in the IS MUNI and use of an international tool for gender audit and data monitoring in order to compare MU practice with the international	Employees of relevant MU departments and units	Definition until 12/2022, tracking from 2023 12/22+	A document was drawn up / created MU methodology IT and other tools exist and are used to collect and analyse gender-disaggregated data

	environment)			
Introduce annual monitoring of gender-disaggregated data	Annual monitoring and publication of gender-disaggregated data	Employees Students Public	from 2023	There is a comprehensive set of gender-disaggregated statistics in all areas of the GEP MU

8. Allocation of human and financial resources to address gender equality issues

(Guarantor - Vice-Rector for Human Resources and Academic Affairs in cooperation with the University components, relevant Vice-Rectors, Bursar and relevant Rector's Office departments)

Goal	Measure / description of action	Target group	Date/ Period	Indicators
Institutional arrangement for the gender equality agenda	The MU management has appointed a gender equality guarantor, i.e. the Vice-Rector for Human Resources and Academic Affairs, who will cooperate with other members of the MU management, MU units and representatives of relevant departments from Rector's Office in implementing the GEP MU activities; sufficient capacity will be created in the HR Department to support this new agenda	Employees Students Public	during 2022	The gender equality agenda guarantors are active at Rector's Office and the University's units
Create resources for the implementation of the GEP MU	Secure financial resources for the implementation of measures in the GEP MU areas	Employees Students Public	The budget year 2022 +	Secured budget for financing GEP MU activities in 2022-2024