



GENDER EQUALITY PLAN of the BUT

2022-2024



HR EXCELLENCE IN RESEARCH

1. Introduction

The Gender Equality Plan was drawn up following an initial gender audit carried out in the period June - October 2021. The audit adequately followed the audit recommendation provided in the standards laid down by the Office of the Government of the Czech Republic, [Gender Audit Standards](#).

The aim of the audit was to:

- a. verify, how the university takes, into account the standards, adopted by the Czech government, in respect of equal opportunities. Drawing on the relevant strategic documents:
 - of the European Commission – [Gender Equality Strategy 2020 - 2025](#)
 - of the Czech Republic – [Gender Equality Strategy for 2021 - 2030](#)
- b. obtain background information for drawing up a Gender Equality Plan, in order to meet the conditions of gender equality of opportunities in European research, development and innovation, and also the conditions of the Action Plan of the HR Award as an eligibility condition for the university to participate in European research and development programmes, in particular currently Horizon Europe. [Horizon Europe – Gender](#).

The implementation of [The Gender Audit](#) included the following stages:

- analysis of the provided internal documents and statistics
- analysis of materials for the [HR Award](#) – as a substitute for a questionnaire survey on that topic
- individual interviews
- focus groups

The input analysis has been summarised in the Final Report that contains the main findings and a set of recommendations that are reflected and specified in this Gender Equality Plan (GEP). The executive summary of the survey report is provided below to supplement the context of this Plan. Apart from the analysis of documents and internal statistics, a field survey was carried out, including 10 individual interviews and 11 focus groups. The individual interviews were conducted with representatives of the management and with key stakeholders. The focus groups were arranged so as to cover the specific groups of persons in the university environment (doctoral students, postdocs, female and male academics, researchers, technical and administrative staff, human resources staff, [persons cooperating in the HR Award](#) (F/U representatives), persons caring for children or persons on/after parental and maternity leave and persons over 55 years of age).

2. Summary of the main findings

One of the basic findings, projecting into other areas of the university operation, is the prevailing instrumental approach to the issue of equal opportunities for women and men, i.e. based on gender. The audit states that the perception of the Gender Equality Plan importance (i.e. in focus groups) was purpose-oriented and pragmatic in connection with the Horizon Europe projects. Or it was reduced only to the area of un/equal representation of women and men or to issues of harmonising personal and working life, but an understanding of the Plan as a cross-cutting and analytical tool is missing.

The survey showed lower representation of women in the management (vertical gender segregation) and, at the same time, heterogeneous representation of men and women in some study programmes, or in some BUT units (horizontal gender segregation). This phenomenon was interpreted in the field survey usually as natural, corresponding to the preferences for fields of study and reflecting the different interests and potentials of women and men. Systemic obstacles were mostly not felt. A balanced representation of women and men in the employee population can be seen mainly in the technical-administrative positions (TAPs) and in some units or fields.

In terms of career growth and development, it is desirable to consider and consider the gender theme mainly in advertising selection procedures for positions, in dispatching scientists and lecturers to foreign stays (mobility) and in connection with the opportunities of career growth and development of staff in technical and administrative positions. Ambiguities in such areas may have a secondary negative gender impact. Special attention must be paid in this connection to persons caring for children or other caregivers. In research teams and grants, there are questions of how to conceptually approach their gender composition, substitutability and also potential inequality in the remuneration of employees whose options of participating in grants are objectively limited. Systematic attention should be paid to the position of TAPs in the hierarchy and culture of relationships in the university, and to strengthening some personnel processes, such as evaluation and greater emphasis on the options of horizontal mobility, e.g. considering the possibility of rotation in some positions.

The reconciliation of personal and working life appears relatively flexible and achievable in science and research positions, and also for the teaching positions the survey mostly indicates a possibility to agree individually on the teaching timetable arrangements to suit the caregiver needs etc. On the other hand, for some positions, mainly TAPs, such possibilities are not contractually anchored and the offer of flexibility, including work from home, is limited. Therefore, it is desirable to take a systematic approach to this area, including the system of managing maternity and parental leaves. The covid pandemic period has shown opportunities for a positive change in this area. The existing capacity of the mini-nursery Edisonka is rather small and its extension is recommended.

The integration of the gender perspective into science and research appears very limited at the moment. Its broader consideration has not been detected and tends to be reduced to some practical reasons but not focusing on the actual content of the research and its potential societal impacts and consequences. Active work in science and research poses many risks and uncertainties arising primarily from the financing through time-limited grants. Also, that area needs to be more coordinated and its conditions more transparent.

Increased attention should be paid to prevention and addressing complaints about undesirable behaviour in BUT, which could have discriminatory features or be otherwise unacceptable. The existing system of addressing such issues is not explicitly set and so its effectiveness cannot be assessed. Therefore, the aim should be an explicit setting and implementation of a transparent system of tackling such issues, declaring any inadmissible forms of harassment, bullying etc., regardless of the role or function of the person concerned. At the same time, the existing method of assessing the complaints about any such behaviour needs to be revised.

Based on the BUT specifics, at least the following areas should be addressed:

- a. An open declaration of the university that equal opportunities are an integral (and "living") part of the BUT policy at all levels.
- b. A comprehensive policy of personnel processes and training created for BUT staff, mainly managers, academics and human resources managers, covering issues such as reconciling personal and working life and other relevant areas and, in particular, addressing any negative phenomena in the university and enhancing their perception, detection and prevention.
- c. A conceptual approach to addressing complaints about negative phenomena at the workplace (harassment and sexual harassment, mobbing, bossing, staffing) at all levels, i.e. between teachers and students, between employees (collegial level) as well as between superiors and subordinates (vertical line). To that end, it is advisable to prepare a clear guideline on how to address such situations and who to contact.
- d. A solution for the current situation in the mini-nursery Edisonka, and for other options of care for pre-school children of academics and other staff of the university, as its capacity is insufficient at the moment.

3. Gender Equality Plan – measures

Areas covered by the Gender Equality Plan:

- gender policy and equal representation
- career progression
- reconciling work and personal life
- gender in research
- (sexual) harassment and negative phenomena

The **structure** of each measure:

- measure/objective
- measurable indicators
- responsibility (who, what)
- funding source
- deadline

The Gender Equality Plan was created in line with the [HR Award Action Plan](#) and the Centralized development project CRP18+ (*Social safety at Czech higher education institutions in the context of academic ethics*) – submitted for 2022.

The BUT Gender Equality Plan measures for the period 2022-2024 will be evaluated on an annual basis (in a report).

4. Monitoring and evaluation

The BUT Gender Equality Plan measures for the period 2022-2024 (see below) will be evaluated on an annual basis in a report. The report will evaluate the implementation of each of the measures planned for the relevant time period, it will sum up the course of the implementation, outputs and any other sub-steps leading to its successful completion.

The ongoing monitoring, implementation and evaluation of this Plan will be primarily carried out by a person in the position of equal opportunities coordinator, as soon as the position is established and filled, in cooperation with the university management, its HR department and the persons and units responsible for practical implementation of each of the measures.

Increased attention will be paid to continuous monitoring and evaluation of available gender-based data, and to compiling aggregate gender statistics enabling a comparison of developments at the various BUT units and in different years, as set out in one of the Plan measures below. The statistical data will also be evaluated on an annual basis.

5. Final provisions

Brno University of Technology, represented by its rector, makes the following commitment:

1. **to implement the Gender Equality Plan** and all measures contained in it,
2. **to earmark financial and human resources** for its implementation as set out below in the measures. The university management will, moreover, seek to obtain other funding for its successful implementation and development.
3. **to raise awareness** of gender equality and social safety at the university, mainly through continuous training and other activities specified below under the particular measures,
4. **to publish the Gender Equality Plan** on the university website, including the annual reports on its implementation and aggregated statistical data.

Brno, 02.02.2022

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Rector of the BUT

Measures of the BUT Gender Equality Plan (GEP) for the period 2022 - 2024

	GEP AREA	AREA	OBJECTIVES	RESPONSIBILITY	INDICATORS	TARGET GROUP	FINANCING SOURCE	LINK TO LEGISLATION/ STRATEGIES	DATE OF COMPLETION
1	Gender policy and equal representation	Strengthening the capacity for promoting gender issues at BUT	Creating a position of a coordinator of equal opportunities and labour-law affairs at BUT	Rector	A 0.5 FTE position, anchored in the BUT organisational structure Responsibility for implementing the agenda of Gender equality, Social safety at BUT, and HR Award themes of equal opportunities	Employees, students	BUT	1. Internal legislation 2. HR Award Action Plan	4Q/2022
2	Gender policy and equal representation	Motivating women to study doctoral programmes and ensuring equal conditions for men and women in studying, mainly in connection with completing the studies with respect to reconciling family and living conditions with studying	Creating a mentoring programme for Ph.D. students	Vice-Rector for Studies	Created concept of the mentoring programme (mentor/mentee) and created training interventions	Doctoral students	BUT	1. Plan of Implementation of the Strategic Plan of BUT for 2023	4Q/2022

3	Gender policy and equal representation	Strengthening the promotion of gender equality and equal opportunities at all levels	Creating training interventions on gender issues among employees at all levels	Personnel Department	Created trainings on gender equality in the university environment, and their inclusion in the offer of internal training	Employees	Centralized development project - Social Safety	1. HR Award Action Plan	4Q/2022
4	Gender policy and equal representation	Enhancing gender-balanced communication, eliminating stereotypes	Ensuring gender-neutral and unbiased expressions in documents, mainly concerning PR and external communication	Vice-Rector for External Affairs	Basic rules on how to work with inclusive language and visual materials created, distributed and applied	Employees and students preparing documents and information for the public	BUT	x	Continuously
5	Gender policy and equal representation	Strengthening equal opportunities	Introducing statistical monitoring and evaluation of data, interpretation of statistics with regard to gender and other variables	Personnel Department	Statistical outputs broken down by gender, their evaluation and comparison with previous periods at least once a year	Employees	x	x	Continuously - at least as of 31.12. of each year
6	Gender equality in recruitment and career growth of employees	Strengthening equality of opportunities, creating a clear direction and aims of BUT in the gender area	Creating a coherent policy of personnel development, considering equal opportunities	Rector	A policy document on personnel development, approved by the management, integrating any partial materials and supplemented with gender equality goals	Employees	BUT	1. BUT Strategy - personnel area 2. Plan of Implementation of the Strategic Plan of BUT for 2023 3. HR Award Action Plan	4Q/2022

7	Gender equality in recruitment and career growth of employees	Strengthening equal opportunities	Creating a coherent approach to filling positions, considering equal opportunities, including advertising rules	Personnel Department	A sample advertisement working with language, visualisation and pro-active support of diversity and suitability of the position for men and women, integrated in a suitable methodology for ensuring equal opportunities in recruitment and selection of employees	BUT job applicants	HR Award	<ol style="list-style-type: none"> 1. HR Award Action Plan 2. Recruitment and selection methodology 3. The Rules for Selection Procedures at BUT 	2Q/2022
8	Gender equality in recruitment and career growth of employees	Strengthening equal opportunities	Ensuring proportionate representation of women in selection committees where possible, also with regard to the expertise of the selection committee members	Personnel Department	The measure is integrated in the relevant internal document and is practically applied	BUT job applicants	BUT	<ol style="list-style-type: none"> 1. BUT Strategy - personnel area 2. Plan of Implementation of the Strategic Plan of BUT for 2023 3. HR Award Action Plan 4. The Rules for Selection Procedures at BUT 5. Recruitment and selection methodology 	2Q/2022
9	Gender equality in recruitment and career growth of employees	Enhancing equal opportunities in international mobility and research	Creating an information portal with information on the conditions of foreign trips, including the possibility to travel with family members and reimbursement of travel expenses	Vice-Rector for Internationalisation	Information portal with the required information and its continuous update	Employees, students	BUT	<ol style="list-style-type: none"> 1. HR Award Action Plan 	3Q/2022

10	Gender equality in recruitment and career growth of employees	Enhancing equal opportunities in international mobility and research	Creating an information portal with information on the conditions for incoming researchers, including the possibility to travel with family members and reimbursement of travel expenses	Vice-Rector for Internationalisation	Information portal with the required information and its continuous update	Employees, students	BUT	1. HR Award Action Plan	3Q/2022
11	Gender equality in recruitment and career growth of employees	Strengthening gender equality in remuneration	Analysing the remuneration system in terms of equal opportunities	Rector	Output analytical document, including measures to modify existing regulations; possibility to use the Logib tool	Employees	BUT	x	2Q/2023
12	Gender equality in recruitment and career growth of employees	Enhancing the development of campus culture and relations at the university	Creating a platform for formal meetings to evaluate and share experience in equal opportunities (for mobilities, projects, work experience). Involving delegated representatives of Faculties, Institutes and Departments BUT	Chancellor	One meeting per year	Employees with the same or similar work specialisation	BUT	x	Continuously

13	Reconciling work and personal life	Clarifying the options and entitlements of employees in the case of flexible work arrangements	Supplementing the Catalogue of Positions with the options of using flexible forms of work (mainly home office) and substitutability, especially for the TAPs	Personnel Department	Output analysis and categorisation of positions with subsequent integration in the relevant internal regulations and determination of the conditions and entitlements; an information leaflet both printed and electronic	Employees (primarily TAPs)	BUT	1. Methodological Directive on the Internal Catalogue of Positions	3Q/2022
14	Reconciling work and personal life	Improving the support of parents with pre-school children	Improving the conditions for reconciling work and personal life for parents with pre-school children	Rector	Needs analysis of each Faculties and Institutes BUT	Employees, students with parental responsibilities	BUT	x	3Q/2022
15	Reconciling work and personal life	Improving the support of parents with pre-school children	Improving the conditions for reconciling work and personal life for parents with pre-school children	Rector	Proposed solution for the needs of parents with pre-school children during their working hours (mini-nursery Edisonka incl. support for external placement of children, contributions from the social fund)	Employees, students with parental responsibilities	BUT	1. BUT Collective Bargaining Agreement BUT 2. Guidelines on the use of the social fund	4Q/2022
16	Reconciling work and personal life	Improving the support of parents with pre-school children	Seeking project opportunities to support parents with children	Project Support Department	Monitoring of calls for proposals of projects	Employees, students with parental responsibilities	x	x	

17	Reconciling work and personal life	Clarifying and systematising the conditions of maternity and parental leave	Creating an information document on the labour-law entitlements and duties before, during and after a parental/maternity leave, including a system of communication during that period	Personnel Department	Information leaflet, both printed and online	Employees, students with parental responsibilities	HR Award	1. HR Award Action Plan	4Q/2022
18	Gender dimension in research and in educational content	Increasing the equality of opportunities in research and development, and integrating the gender perspective in the content of research and education	Supporting the integration of gender issues in the content of research and development, i.e. with regard to biological factors and socio-cultural factors	Vice-Rector for Research, Development and Creative Activities	Training interventions informing about the gender topic in research (e-learning, seminars, webinars, meetings)	Employees (primarily academics and researchers)	BUT / Centralized development project - Social Safety	1. Plan of Implementation of the Strategic Plan of BUT for 2023 – science and research 2. Implementation Plan for the Strategic Plan 2023 3. HR Award Action Plan 4. Internal legislation	4Q/2022
19	Gender dimension in research and in educational content	Increasing the equality of opportunities in research and development, and integrating the gender perspective in the content of research and education	Raising awareness of the importance of the gender dimension in research and development, i.e. with regard to biological factors and socio-cultural factors	Vice-Rector for Research, Development and Creative Activities	Training events in cooperation with the Centre for Gender & Science	Employees (primarily academics and researchers)	BUT	x	4Q/2022

20	Gender dimension in research and in educational content	Increasing the equality of opportunities in research and development, and integrating the gender perspective in the content of research and education	Monitoring the calls for proposals under P JAC to support equal opportunities in research and education	Vice-Rector for Research, Development and Creative Activities	Submitting projects under the P JAC calls relevant for BUT, targeted at the development of open and educated society, equal opportunities and inclusion of gender in R&D	Employees (primarily academics and researchers)	P JAC	x	Continuously
21	Gender dimension in research and in educational content	Increasing the equality of opportunities in research and development, and integrating the gender perspective in the content of research and education	Creating a document on the support of integrity in BUT research, based on the European Code of Conduct for Research Integrity and on the Charter and Code (HRS4R)	Vice-Rector for Research, Development and Creative Activities	Code of Good Practice in Research (CGPR) created	Employees (primarily academics and researchers)	HR Award	1. Code of Good Practice in Research (CGPR) 2. Revised Code of Ethics	3Q/2022
22	Preventing gender-based violence, incl. harassment	Preventing and addressing negative phenomena at BUT	Modifying the Code of Ethics so as to include all forms of undesirable conduct at all levels, including a declaration of inadmissibility of such conduct	Rector	Code of Ethics revised in line with the principles of the Charter and Code according to the HR Award and the Code of Good Practice in Research	Employees, students	BUT / Centralized development project - Social Safety	1. Internal legislation 2. HR Award Action Plan	3Q/2022
23	Preventing gender-based violence, incl. harassment	Preventing and addressing negative phenomena at BUT	Ensuring a balanced representation of women and men in the Ethical Committee	Rector	Number of women and men in the Ethical Committee	Employees, students	BUT	1. Internal legislation 2. HR Award Action Plan	3Q/2022

24	Preventing gender-based violence, incl. harassment	Preventing and addressing negative phenomena at BUT	Creating a website on Social Safety at BUT, including proposals for addressing negative phenomena	BUT Personnel Department	A web page with basic information on undesirable phenomena and instructions on addressing various situations at BUT; the web page placed in the BUT website section <i>University</i>	Employees, students	Centralized development project - Social Safety / HR Award	1. Internal legislation 2. HR Award Action Plan	4Q/2022
25	Preventing gender-based violence, incl. harassment	Strengthening the capacity for addressing negative phenomena at BUT	Introducing psychological and legal services to consult individual situations of students and employees, paid by BUT	Director of the Lifelong Learning Institute (LLI)	The service is created, offered and used (anonymously).	Employees, students	BUT / LLI	1. HR Award Action Plan	2023+
26	Preventing gender-based violence, incl. harassment	Strengthening the prevention of negative phenomena at BUT	Integrating information on addressing negative phenomena and on the methods of their solution at BUT into training interventions	Director of the Lifelong Learning Institute (LLI)	Overview of trainings into which information on preventing and addressing negative phenomena at BUT has been integrated	Employees, students	BUT / LLI	1. Strategic Plan of BUT – science and research / personnel area 2. Plan of Implementation of the Strategic Plan of BUT for 2023 3. HR Award Action Plan 4. Internal legislation	4Q/2022

27	Preventing gender-based violence, incl. harassment	Strengthening the prevention and solution of negative phenomena at BUT	Preparing and implementing a training to enhance the communication skills in addressing complaints about negative phenomena	Director of the Lifelong Learning Institute (LLI)	Trained: 100 % of BUT senior managers 100 % of BUT Faculties/Institutes managers 100 % of Ethical Committee members 50 % of members of BUT Faculties/Institutes Disciplinary Committee	Senior staff, members of the Ethical Committee and of Disciplinary Committee	BUT / LLI	<ol style="list-style-type: none"> 1. Strategic Plan of BUT – science and research / personnel area 2. Plan of Implementation of the Strategic Plan of BUT for 2023 3. HR Award Action Plan 4. Internal legislation 	4Q/2022
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