

National Academy of Science of Ukraine
Ministry of Education and Science of Ukraine



APPROVE

Director of KAU O.A.Kordyuk

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Kyiv Academic University Gender Equality Plan 2022-2024

Adopted by the Academic Council of KAU on December 28, Minutes № 9

Kyiv Academic University
2021

1. PREAMBLE

The management of Kyiv Academic University is following the European Union's gender equality goals for 2020-2025 (Equality Union: Strategy for Gender Equality 2020-2025) and Roadmap for Ukraine's Integration into the European Research Area (ERA-UA). Kyiv Academic University (KAU) 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 through the activities at the level of the University and the unit level. The individual professional departments of the KAU Rector's Office will cooperate with the faculties in the implementation. The plan provides a framework for developing and implementing effective measures to achieve the goals in the priority areas of gender equality at KAU and within KAU units.

2. STRATEGIC CONTEXT

KAU recognizes that its most valuable asset is its people, and that achieving its mission depends on the performance, dedication, professionalism, and abilities of its faculty members, researchers and students. KAU as a new type of research university in the system of National Academy of Sciences of Ukraine (NAS of Ukraine) has always promoted principles of a fair, flexible, and gender-balanced work environment, and it will continue to cultivate an organizational culture in which experienced and young scientists 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 KAU Gender Equality Plan for 2022- 2024, which are in line with the vision and goals of Roadmap for the Integration of Ukraine's Research and Innovation System into the European Research Area (Order of the Ministry of Education and Science of 10.02.2021, № 167).

3. THE BACKGROUND TO THE GENDER EQUALITY PLAN

In the period 03.2021-07.2021, a gender audit was carried out by Kyiv Academic University's responsible departments, and recommendations have been developed. The gender audit activity covered the following areas: equal opportunities for women and men in leadership positions; work-parenting balance and mix; organizational culture transformation; recruitment and selection policies; inclusion of gender dimension in R&I activities; career appraisal, progression and remuneration practices; equality in human and

financial resources allocation; measures against various forms of violence, including sexual harassment; gender-differentiated data collection, analysis and monitoring, including studies on the student population. Based on the results of this activity and further recommendations, measures corresponding with the Gender Equality Plan are formulated and proposed.

Furthermore, the findings of this research have been presented in the form of a report. Each section of the report is supported by a relevant set of materials that include: statistical data analysis, content analysis, questionnaire data analysis, focus group discussions, and individual and group interviews. This information, along with the individual gender audits, serves as the basis for the present KAU Gender Equality Plan (from now on, referred to as KAU GEP).

4. IMPLEMENTATION AND ACCOUNTABILITY

At the highest KAU management level, a Gender Equality Guarantor has been appointed who will coordinate KAU departments allocated at the base research institutes of the National Academy of Sciences of Ukraine the implementation of GEP KAU activities. The Guarantor is the Deputy Director for Education and Science, in collaboration particularly with the Deputy Director for Development and Innovations and Human Resources Department. It will regularly report on the activities and achievements in the implementation of the GEP KAU to the KAU Research Council, 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 KAU. The annual report will also be available to the KAU Human Resources Management Department and all KAU faculty members, employees and students.

5. AREAS OF THE GENDER EQUALITY PLAN

5.1. TRANSFORMING THE INTERNAL CULTURE OF THE ORGANISATION

The University and its Departments located at the basic research institutions of NASU 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 in the academic and non academic sphere, the system of evaluating research and education activity, external and national mobility, improvement of internal regulations, and internal and external communication of KAU and its Departments in gender issues.

5.2. GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING

The University and its Departments will support the improvement opportunities for gender balance in management and decision-making processes.

5.3. WORK-LIFE BALANCE

The University and its Departments will make an effort to facilitate and further develop flexible forms of work and create conditions for the provision of childcare and family care to enable faculty staff, researchers, young scientists and students to balance work and study with the family responsibilities.

5.4. RECRUITMENT, SELECTION AND CAREER PROGRESSION

The University and its Departments will implement recruitment and selection without gender bias based on the principles of Open - Transparent - Merit Based Recruitment (OTMBR principles). 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.

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

The University and its Departments 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.

5.6. INTEGRATING THE GENDER DIMENSION INTO RESEARCH AND INNOVATION

The University and its Departments 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.

5.7. COLLECTION AND MONITORING OF GENDER-DISAGGREGATED DATA

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

KAU Gender Equality Plan (GEP KAU) 2022-2024 – Measures and Actions

1. Transforming organisational culture

(Guarantor – Deputy Director for Education and Science together with the Deputy Director for Development and Innovations and Human Resources Department)

Goal	Measure / description of action	Target group	Date / period	Indicators
Introduce a gender equality policy at KAU	Creation and publication of the Gender Equality Plan (GEP KAU) for 2022-2024 in the form of a formal document	Employees Students Public Grant agencies	04/2022	GEP KAU published
	An Annual publication of a report on the fulfilment of the GEP KAU objectives according to defined indicators		Annually	Report on the fulfilment of KAU GEP objectives for the year published
Develop provisions reflecting gender equality in internal regulations and institutional standards	Inclusion of the gender dimension in relevant KAU 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 KAU 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 open discussions on gender topics aimed at increasing the sensitivity of this issue	Employee Departments staff Senior researchers Young scientists Students	From 01/2023	Number of lectures and open discussions 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	Employees	12/2023	Results of the analysis
	Based on a remuneration analysis from the perspective of gender equality, update the Internal Wage Regulation if necessary.		12/2024	KAU Internal Wage Regulation - possible update

2. Gender balance in management and decision-making

(Guarantor – Deputy Director for Education and Science together with the Deputy Director for Development and Innovations, Human Resources Department and Department’s management)

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 KAU 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	Employees Students	06/2023+every year	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
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 management units while respecting the capabilities of KAU Departments	Female Employees Female Students	12 /2023 + every year	Monitor the proportion of women in management and decision-making positions and advisory bodies

3. Work-life balance

(Guarantor – Deputy Director for Education and Science together with the Deputy Director for Development and Innovations and Human Resources Department and Director of KAU)

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 the internal documents	Employees leaving for and returning from maternity and parental leave	12/2023	The revision of the internal documents of KAU on the subject of the possibilities of supporting work – family balance
Take into consideration opportunities to work from home to improve work-life balance	Utilize all legal opportunities within the framework of the directives of NASU and MESU regulating work from home conditions to enable employees to balance work and family (personal) responsibilities	Employees	2022+ every year	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.	Employees with young children	12/2022 and ongoing	Organizing new facility in the Innovation Center of KAU..
Regularly identify the needs of employees caring for dependents	Organization of discussions aimed at identifying the needs of employees caring for dependents (e.g. aging parents), including the need for psychological counselling	Employees caring for dependents	06/2023	Discussion performed and identification of needs in a given year

4. Recruitment, selection and career progression

(Guarantor – Deputy Director for Education and Science together with the Deputy Director for Development and Innovations and Human Resources Department and KAU Departments)

Goal	Measure / description of action	Target group	Date/Period	Indicators
Develop a gender unbiased recruitment and selection process Strive for a gender-balanced composition of selection panels	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 KAU Departments The KAU 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 Employees involved in recruitment and selection	09/2023 09/2023	The Selection Procedure Regulation (SPR) at the KAU level and the implementing regulations at the unit level contain all the principles for dealing with the OTMBR rules relating to recruitment and selection. KAU Selection Procedure Regulation - update
Support balanced career development and progression for women and men	Develop and implement a Career Code at the university level	Employees	04/2023	KAU Career Code – a new document Link to the website, Scope and content of services provided by the Career Centre for employees, Number of activities, Document created Link to the website
Support women researchers in their career promotion	At the units and university level, support mentoring programs specifically for women researchers	Female employees/academics	By the end of 2023	Supported by mentors at individual workplaces
Support for career development	units to include information on career growth and advancement opportunities for employees	Employees	By the end of 2023	KAU Career Website

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

(Guarantor – Deputy Director for Education and Science together with the Deputy Director for Development and Innovations and Human Resources Department and the Departments of KAU)

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>	<p>Employee</p> <p>Students</p> <p>Public</p>	<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 KAU (in an appropriate form)</p>
Preventive awareness campaign on sexual harassment and gender-based violence topics	<p>Education in the form of lectures, courses, workshops.</p> <p>Creation of an information leaflet</p>	<p>Employees</p> <p>Students</p>	<p>From 2023</p>	<p>Information campaign implemented</p> <p>Number of training events</p> <p>Number of participants</p> <p>Website, leaflet</p>
Institutional incident solutions	<p>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 KAU tools)</p>	<p>Employees</p> <p>Students</p>	<p>From 2023</p>	<p>The services of an independent professional advisor are available to employees and students</p>
Conflict prevention	<p>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</p>	<p>Students</p>	<p>From 2023</p>	<p>Number of events and number of participants</p>

6. Integrating the gender dimension into the research and innovation

(Guarantor – Deputy Director for Education and Science together with the Deputy Director for Development and Innovations and Human Resources Department)

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 programs, 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 – Deputy Director for Education and Science together with the Deputy Director for Development and Innovations and Human Resources Department)

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.	Employees of relevant KAU departments and units	Definition until 12/2023, tracking from 2024	A document was drawn up / created KAU methodology IT and other tools exist and are used to collect and analyse gender-disaggregated data
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 KAU