

Modul University Vienna

Gender Equality Plan (GEP)

GEP working group
June 2022

Preamble

The GEP is a university-wide document based on our common principles of inclusion and diversity that are embedded in the Inclusion and Diversity Committee's (IDC) Affirmative Action Plan (AAP).

As described by the World Health Organization (WHO), the Inclusion and Diversity Committee (IDC) of Modul University Vienna defines gender equality as *“the absence of discrimination on the basis of a person's sex in opportunities, the allocation of resources and benefits, or access to services.”*¹

The GEP working group² is responsible for composing the Gender Equality Plan. The IDC is responsible for maintaining and implementing the measures outlined in the Gender Equality Plan (GEP) as part of the EU Gender Equality Strategy 2020–2025. This plan is signed and validated by the University Board. The GEP will be published on the university's website and disseminated to all members and stakeholders of the university. It consists of the following goals and actions:

§ 1 General Principles and Objectives

- I. Modul University Vienna is committed to achieving gender equality, identifying the causes of gender imbalance, and proposing measures to counter gender inequality, across the university and in all its ventures.
- II. Modul University Vienna sees gender equality through the lens of intersectionality and gender diversity. The university will ensure that people of all and no gender(s) are treated equally and face no disadvantage, hindrance, or discrimination in any of the workings or actions of the institution.
- III. The IDC oversees and steers the university's GEP, as well as issues relating to gender-equality governance across the university.

¹ <https://www.euro.who.int/en/health-topics/health-determinants/gender/gender-definitions>

² To ensure broad acceptance of the GEP by all stakeholders, the GEP working group goes beyond the IDC and consists of two members of the IDC and two members of the University Board Office.

- IV. The IDC appoints a Gender Equality and Diversity (GED) Officer, with special responsibility for the GEP, for the duration of the term of the IDC. The officer is also the university's contact person for gender competence for the Austrian Federal Ministry of Education, Science, and Research. The current GED Officer: Maria Lord (maria.lord@modul.ac.at)
- V. When required, and when specific gender-equality and diversity issues arise, the IDC will establish temporary working groups, steered by the GED Officer, to design and implement action plans to address any gender discrimination, inequality, or (conscious and unconscious) bias that has arisen or is taking place within the university.
- VI. The GEP is a living document which will be updated by the GEP working group and/or the IDC as and when necessary.

§ 2 Training and Awareness³

- I. In line with the goals outlined in § 1 General Principles and Objectives, the IDC will offer opportunities for staff to attend workshops focused on issues surrounding gender sensitivity and awareness.
 - a. The IDC aims to offer workshops semi-annually, on a semester basis: *Once per fall semester, once per spring semester.*
- II. The IDC will aim to set and maintain a standard of basic awareness amongst the university staff in relation to issues of gender and gender equality. To ensure that this standard is met, the IDC is planning to distribute a survey before the start of each semester to identify areas of improvement or interest areas amongst the university personnel.
- III. Additional workshops will be offered if necessary and appropriate to further ensure that all members of the university are made aware of the personal and institutional actions required on an everyday basis to achieve an equal and diverse work, study, and research environment.

³ Please Review Appendix 2 for Objectives and Outcomes related to Training and Awareness and Gender Equality

- IV. In the context of the GEP, the IDC will allocate and preserve a portion of its yearly budget for the semi-annual trainings mentioned in §2(I).
- V. All employees will be given guidance and the opportunity to attend workshops on sensitivity in language use and gender equality. The IDC has issued Language and Gender Guidelines to ensure that there is no gender bias (conscious or unconscious), discrimination, or malice in the use of language across all forms of communication within and from the university.
- VI. In the context of the GEP, the IDC will work to promote a healthy work-life balance to ensure that all members of the university have adequate time and space for both personal life and career, including, but not exclusively, the promotion of adequate family and care leave.

§ 3 Decision Making and Administration

- I. No management decisions will be made that conflict with the principles of gender equality as outlined in the GEP.
- II. Any reported or perceived discrimination, bullying, or violence based on gender and/or gender identity will be investigated by the IDC. Appropriate measures will be taken, ranging from mediation to recommendations to the University Board to take disciplinary action.
- III. No member of the university will face disadvantage or harassment for bringing issues of discrimination on the basis of gender and/or gender identity to the attention of the IDC.
- IV. The university will address all genders (and no gender) in its internal and external communication.
- V. The university will use images and texts reflective of its sensitivity towards issues of gender diversity in all its documents and across all media.

§ 4 Employee Recruitment

- I. Modul University Vienna will never discriminate based on gender (for all genders and none for recruitment across all levels of staffing).

- II. The IDC has the right to scrutinize all calls for open positions to ensure that the language used in recruitment meets the standards as outlined in the GEP and the Language and Gender Guidelines.
 - a. Although matters of recruitment are based on individual merit, Modul University Vienna conveys its commitment to equality through its messaging included in all its job listings: *“Modul University Vienna is an equal opportunity employer with a strong commitment to equality and diversity that does not discriminate on the basis of, among other factors, age, color, disability, ethnicity, gender or gender expression, national origin, race, sexual orientation, or social class. We especially encourage women and people who belong to minority groups to apply and welcome all applications that can contribute to a diverse working culture.”*

§ 5 Institutional Embeddedness of Gender Equality

- I. Inclusion & Diversity Committee (IDC)⁴
 - a. Founded in 2015, the IDC is a university committee which maintains elected representatives (faculty and administration) serving a two-year term. The overall goal is to deepen Modul University Vienna's commitment to diversity management which includes all issues related to gender equality, special needs, religious freedom, etc. The IDC represents all stakeholders, and its role and responsibilities are summarized in the [Affirmative Action Plan](#).
- II. Institutional Review Board (IRB)⁵
 - a. Founded in 2010, the IRB facilitates ethical principles in research by reviewing, approving, modifying, or disapproving

⁴ <https://www.modul.ac.at/about/general-information/ownership-and-committees/inclusion-diversity-committee>

⁵ <https://www.modul.ac.at/about/general-information/ownership-and-committees/institutional-review-board>

survey questionnaires and interview guidelines submitted by researchers, lecturers, and students.

§ 6 Teaching and Research⁶

- I. Modul University is proactively taking care of protecting and ensuring the rights of human subjects participating in research conducted by faculty. With the foundation of an independent ethics committee - the Institutional Review Board (IRB)⁷, the university laid the foundation for meeting the ethical principles published in the Belmont Report⁸. The IRB facilitates the addressed objectives mentioned above by reviewing, approving, modifying, or disapproving survey questionnaires and interview guidelines submitted by researchers, lecturers, and students. Members of the IRB are elected by the University Senate for a period of two years and report on an annual basis to the University Board and the Senate.
- II. Modul University's lecturers supervise specific gender equality related thesis topics at both undergraduate and graduate level.

§ 7 Gender monitoring⁹

- I. The monitoring of the gender ratio of students (overall and across individual study programs) that is published in the annual report will be continued.
- II. The success of the action(s) taken and training(s) given under the GEP will be monitored by the collection and publication of data on an annual basis on the university's website.
- III. The annual collection and publication of data report shall be accompanied by a report showing the improvement in gender balance across the university.

⁶ Please Review Appendix 3 for Objectives and Outcomes related to Teaching and Research and Gender Equality

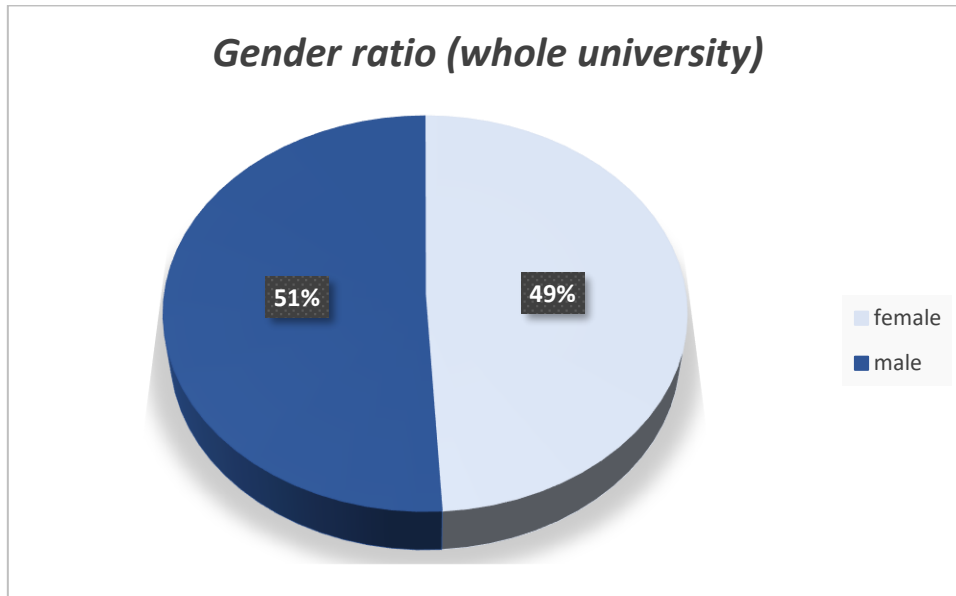
⁷ <https://www.modul.ac.at/about/general-information/ownership-and-committees/institutional-review-board/>

⁸ <http://www.hhs.gov/ohrp/regulations-and-policy/belmont-report/>

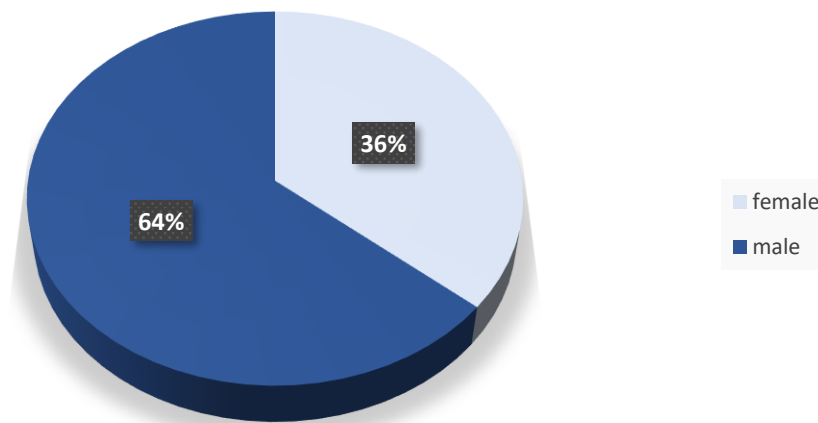
⁹ Please review Appendix 1 for the underlying data.

Appendix 1 – Gender Monitoring

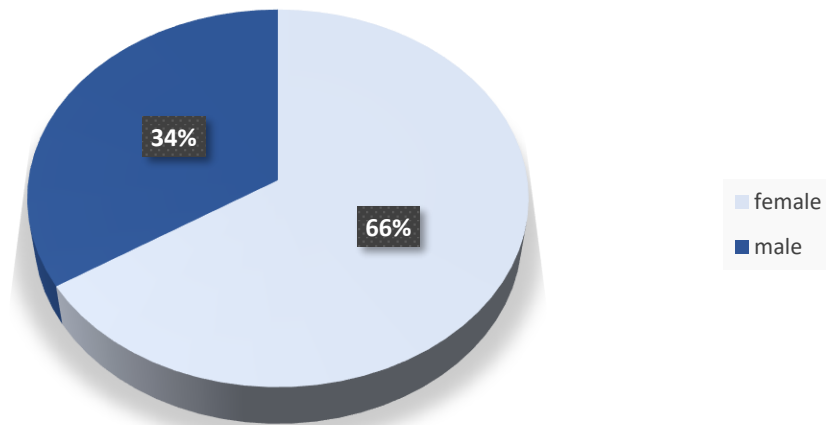
The underlying data (collected for all genders) presented here outlines the current situation which will be monitored within the next two years.



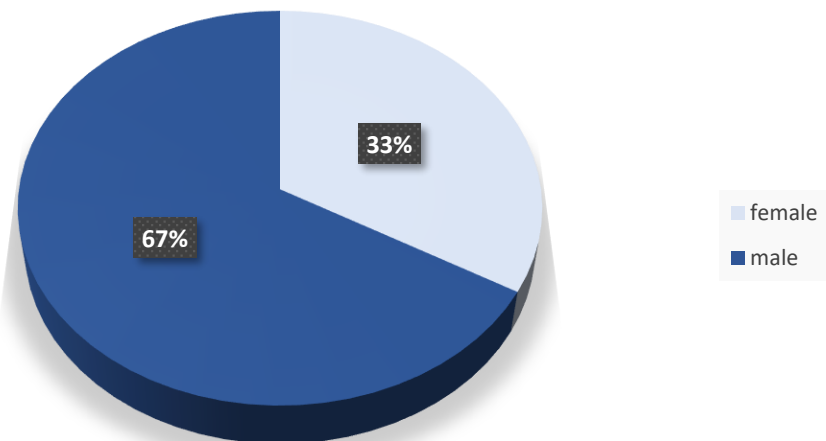
Gender ratio (Faculty positions)



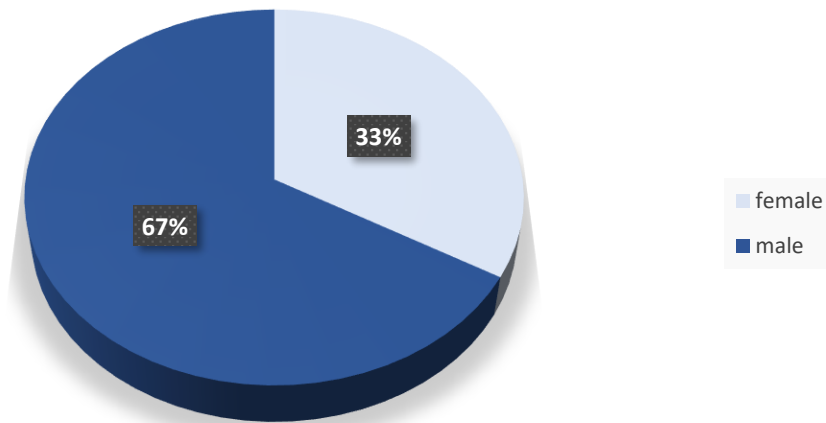
Gender ratio (Admin positions)



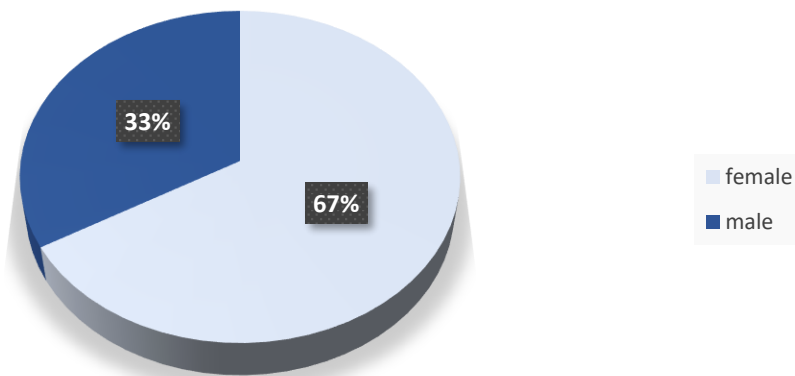
Gender proportion (Management positions)



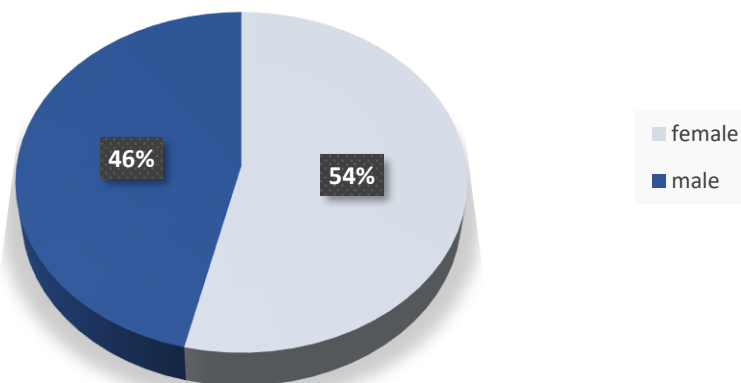
Gender ratio (University Board)



Gender ratio (University Board Office, including University Board)



Gender ratio (Students)



Appendix 2 – Training and Awareness

Objectives	Means to achieve	Outcomes	Timeline
Modul University employees will have the opportunity to enhance their knowledge and awareness of gender equality topics.	Modul University will offer semiannual workshops (each fall and spring semester) to existing and new employees that will focus on specific gender equality topics that are tailored for specific target groups.	To improve and maintain the non-discriminatory environment of Modul University and to enhance the awareness of gender equality for any new hires.	09/2022 – 03/2023
Modul University will continue to promote gender equality topics and information on their social media platforms.	In cooperation with the marketing department, the university is planning to feature a series of gender-related topics on social media platforms like Facebook, Instagram, and LinkedIn. These topics will be coordinated with marketing-relevant topics. MU has done this in the past (International Women’s Day and interviews with female leaders of the university).	To enhance the visibility of gender equality both internally and externally of the MU community.	06/2022 – 07/2023
Modul University will encourage lecturers to integrate gender equality topics into their curricula.	Modul University will organize informed exchange events/workshops where lecturers can report what they have already integrated and	To allow students and lecturers to benefit from the knowledge of real-world gender-based scenarios.	09/2022 – 07/2024

	what they plan to integrate into their course curricula.		
Modul University will integrate gender-related SDGs into the existing institutional environment.	The IDC will approach the University board regarding the possible integration of SDG-based examples into program-specific documents.	Each course syllabi (when applicable) will have a visualization of this scoring system, like the existing one for the 17 UN SDGs.	09/2022 – 07/2024
Modul University will maintain its current hiring procedures that value merit and are void of any discriminatory practices.	Modul University will continue posting open position offers in gender-neutral language that explicitly states a process of non-discriminatory recruitment (see Section 4: point 3: subsection a).	To maintain non-discriminatory recruitment of all employment opportunities at Modul University	06/2022 – 07/2024
Modul University will continue to support a zero-tolerance policy regarding gender-based violence.	The IDC will monitor gender-based violence in their annual report to the University Board.	To increase the awareness of gender-based violence for all university stakeholders.	06/2022 – 07/2024

Appendix 2 – Teaching and Research

Objectives	Means to achieve	Outcomes	Timeline
Modul University is aiming at collecting more information about gender equality related thesis topics	Compiling a list of theses with gender equality related topics [responsibility: Academic office]	To make student gender equality related work more visible	07/2022 – 07/2023
Modul University is aiming at integrating gender quality into teaching	Supporting lecturers who want to include gender and diversity topics into their teaching [IDC]	To enhance knowledge about gender equality and diversity	09/2022 – 07/2024
Modul University is aiming at increasing knowledge about gender equality in research	Supporting researchers with material about gender equality integration in research proposals [Research and knowledge transfer support manager]	To enhance faculty knowledge about gender equality and diversity	09/2022 – 07/2023