

School of Advanced Social Studies

Gender Equality Plan

Introduction

The main purpose of this plan is to further promote equal gender opportunities and representation in all areas of **the School of Advanced Social Studies (SASS)** operation. The work on equality undertaken at SASS is designed to promote equality and combat discrimination among the SASS' employees and students, regardless of their gender, ethnicity, national origin, language, religion and beliefs, functional abilities, sexual orientation, gender identity and age. Although different types of discrimination have some common characteristics, there are many situations where it can be appropriate to separate out gender equality as a priority area.

Even though much has been achieved, the SASS still faces some equality challenges. For example, the gender balance is uneven in technical and administrative positions. Female students are now in the majority on most study programmes. The achievement of equality between the genders requires having a long-term, genuine desire to bring about change.

When we are involved in our everyday work it is easy to quickly lose sight of equality considerations unless targets have been expressed and clearly incorporated and responsibilities have been clearly allocated.

This plan addresses the most important challenges involved in the SASS' gender equality work during the forthcoming years. The present plan is the result of thoughtful analysis and discussion between relevant working groups. The management of SASS will dedicate a designated number of working hours to promote and implement the SASS GEP.

SASS GEP addresses **four mandatory process-related requirements**:

1. Public document: The GEP is a formal document published on the institution's website, signed by the top management and actively communicated within the institution. It demonstrates a commitment to gender equality, sets clear goals and detailed actions and measures to achieve them.

2. Dedicated resources: SASS GEP dedicates resources and expertise in gender equality to implement the plan. SASS will in the upcoming months further analyse on what type and volume of resources are required to support an ongoing process of sustainable organisational change.

3. Data collection and monitoring: SASS collects, where appropriate and in line with GDPR, sex/gender disaggregated data on personnel and students with annual reporting based on indicators. SASS will further consider how to select the most relevant indicators, how to collect and analyse the data, including resources to do so, and will ensure that data is adequately published and monitored on an annual basis. This data should inform the GEP's objectives and targets, indicators, and ongoing evaluation of progress

4. Training: SASS GEP includes awareness-raising and training actions on gender equality. These activities will engage the whole organisation and be an evidence-based, ongoing and long-term process. Activities should cover unconscious gender biases training aimed at staff and decision-makers and can also include communication activities and gender equality training that focuses on specific topics or addresses specific groups.

In addition to above four mandatory requirements, there are also **five recommended content-related (thematic) areas** that SASS considers in SASS GEP:

1. Work-life balance and organisational culture: SASS GEP aims to promote gender equality through the sustainable transformation of organisational culture. SASS commits itself to implement necessary policies to further strengthen an open and inclusive working environment, the visibility of women in the organisation and externally, and that the contribution of women is properly valued. Inclusive work-life balance policies and practices are considered in SASS GEP including flexible working time arrangements.

2. Gender balance in leadership and decision-making: Measures to ensure that women can take on and stay in leadership positions can include providing decision-makers with targeted gender training, adapting processes for selection and appointment of staff on committees and making committee membership more transparent.

3. Gender equality in recruitment and career progression: Critically reviewing selection procedures and remedying any biases already in place at SASS ensure that women and men get equal chances to develop and advance their careers.

4. Integration of the gender dimension into research and teaching content: SASS GEP commits itself to consider how sex and gender analysis can be included in the research or educational outputs of SASS. As the academic staff of SASS hold a degree of academic liberty they are free to choose the ways to include or not include the topics of gender studies in their research work and /or teaching outputs.

5. Measures against gender-based violence, including sexual harassment: SASS already has in several internal policies established a non-tolerance towards any kind of sex-related harm behaviours, including violence and harassment. Already established policies establish and codify the expected behaviour of employees, outline how members of the organisation can report instances of gender-based violence and how any such instances will be investigated and sanctions applied.

Priority Areas of the Gender Equality Plan

Strategic objectives

- to raise awareness on the importance of equality,
- to establish a system of indicator monitoring and feedback loops for equality measures,
- gender balance of employees and students by pedagogical / research areas,
- equal career progression opportunities,
- working conditions tailored to the individual's needs that enable a successful work / study / private life balance,
- excellent science involving gender dimensions
- safe working / study environment,
- better transparency and easier access to violence prevention instruments and assistance to victims at the university level,
- communication, reflecting an inclusive organizational climate,
- socially responsible engagement by spreading positive values into the wider society.

Priority area I.: Work-life balance and organisational culture

Subgoal 1: Promoting the harmonisation of private and professional life.

- Employee satisfaction analysis with emphasis on harmonizing professional and private life.
- Enabling flexible working hours for all employees where appropriate.
- Enabling work from home when it can be done qualitatively.

Subgoal 2: Promoting and encouraging active leisure time.

- Organizing and promoting active leisure time for employees.

Priority area II.: Gender balanced leadership and decision making

Subgoal 1: Promote gender equality in awards committees and Senate commissions.

- Gender balanced appointments of Senate members, Senate committees, and committees for awarding.

Priority area III.: Recruitment, employment and career progression

Subgoal 1: Annual review of employed researchers by gender, title, and type of contract.

- Systematically monitoring of researchers' employment status by gender and titles at SASS.

Subgoal 2: Improve the integration of researchers at the start of the career into work environment.

- Support for researchers at the start of their career or after returning from maternity leave.
- Anonymous questionnaires for researchers at the start of the career about their vision of career advancement.

Subgoal 3.: Equal inclusion of female researchers and young researchers in scientific work.

- Systematically monitoring equal gender participation in scientific work.
- Organize events for promoting scientific excellence among researchers.
- Regular training for researchers at the start of their career to promote their work and research results.

Priority area IV.: Integration of the gender dimension into research and teaching

Subgoal 1.: Promote equal inclusion of male students in SASS studies.

- Addressing male students in marketing attempts to attract more male students to social sciences programmes.

Subgoal 2.: Promote academic liberty among researchers to include gender related content in their research.

- Promoting the Main SASS Strategic plan for 2021-2030 where the emphasis on academic liberty is promoted as one of the core values of SASS.

Priority area V.: Measures against gender-based violence, including sexual harassment

Subgoal 1.: Ensuring safety to employees with special notion to violence victims.

- Education on existing organizational policies on violence and harassment prevention.
- Immediate termination of violence or harassment.
- Assistance to victim.
- Reporting the violence event to relevant institutions, ensuring proper documentation of the event.

Priority area I.: Work-life balance and organisational culture

Sub-goal	Activity	Indicator	Responsible	Timeframe
Promoting the harmonization of private and professional life	Employee satisfaction analysis with emphasis on harmonizing professional and private life.	Annual questionnaire within general workplace satisfaction questionnaire	Secretary general	2022 - ongoing
	Enabling flexible working hours for all employees where appropriate.	Adjustment of Working time rules	Dean/ Secretary general	2022 - ongoing
	Enabling work from home when it can be done qualitatively.	Preparing the necessary documents to meet the legal requirements	Dean/ Secretary general	2022 - ongoing
Promoting and encouraging active leisure time	Organizing and promoting active leisure time for employees	One outdoor event annually for employees	Career center	2022 - ongoing

Priority area II.: Gender balanced leadership and decision making

Sub-goal	Activity	Indicator	Responsible	Timeframe
Promote gender equality in awards committees and Senate commissions	Gender balanced appointments of Senate members, Senate committees, and committees for awarding	In 3-member committees include at least one person of each gender.	Dean	2022 and ongoing

Priority area III.: Recruitment, employment and career progression

Sub-goal	Activity	Indicator	Responsible	Timeframe
Annual review of employed researchers by gender, title, and type of contract	Systematically monitoring of researchers' employment status by gender and titles at SASS	Annual statistics	Secretary general	2022 - ongoing
Improve the integration of researchers at the start of the career into work environment	Support for researchers at the start of their career or after returning from maternity leave	Implementation of counselling/guidance by established researchers	Project managers/ vice dean for research	2022 - ongoing
	Anonymous questionnaires for researchers at the start of the career about their vision of career advancement	Questionnaire analysis conducted	Vice dean for research	2023 – ongoing every two years
Equal inclusion of female researchers in scientific work	Systematically monitoring equal gender participation in scientific work	Reviewed list of research groups	Programme/project managers	2022 - ongoing
	Organize events for promoting scientific excellence among researchers	An event within the framework of Akademski seminarji, dedicated to role of women in social sciences	Project managers/ SASS management	2022 - ongoing
	Regular training for researchers at the start of their career to promote their work and research results	A training organized for researchers	Vice dean for research	2022 - ongoing

Priority area IV.: Integration of the gender dimension into research and teaching content

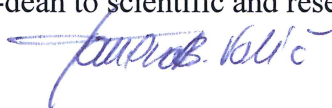
Sub-goal	Activity	Indicator	Responsible	Timeframe
Promote equal inclusion of male students in SASS studies	Addressing male students in marketing attempts to attract more male students to social sciences programmes	Number of male students enrolled	Marketing department	2022 - ongoing
Promote academic liberty among researchers	Promoting main SASS Strategic plan for 2021-2022	Materials made available for researchers	Marketing department/Vice dean for research	2022 - ongoing

Priority area V.: Measures against gender-based violence, including sexual harassment

Sub-goal	Activity	Indicator	Responsible	Timeframe
Ensuring safety to employees with special notion to violence victims	Education on existing organizational policies on violence and harassment prevention	Receipt of materials	Secretary general	2022 – ongoing periodically every two years
	Immediate termination of violence or harassment	Violence or harassment is terminated	All employees	2022 - ongoing
	Assistance to victim	Victim psychophysical well-being	Experts appointed by the management	2022 - ongoing
	Reporting the violence event to relevant institutions, ensuring proper documentation of the event	All employees	The management	2022 - ongoing

on behalf of the dean

assist. prof. Tamara Besednjak Valič, Vice-dean to scientific and research affairs




The SASS Gender Equality Plan was adopted by SASS Senate on 7th January 2022.

