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LUNDS UNIVERSITET

Humanistiska och teologiska fakulteterna

Board of the Joint Faculties of Humanities and
Theology
Working committee

Gender equality, equal opportunities and diversity plan 2018 for the Joint Faculties of Humanities and Theology

Background

Gender equality, equal opportunities and diversity work at the Joint Faculties of Humanities and Theology is based on current legislation, with the Discrimination Act¹ as its foundation, and follows Lund University's central policy for gender equality, equal opportunities and diversity (reg. no PE 2011/177) and the University's strategic plan. The central policy has no expiration date and stipulates that each faculty is to develop its own plans and work in a systematic and purposeful way to promote gender equality, equal opportunities and diversity. The strategic plan states in addition that gender equality and diversity are to be fundamental principles for all parts of our organisation.

In accordance with the new rules of the Discrimination Act, we are to take active measures to work systematically and preventively to counteract discrimination and in other ways promote equal rights and opportunities regardless of gender, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age. The work with active measures is to be carried out continuously and be documented on a regular basis.

The Board of the Joint Faculties of Humanities and Theology addresses issues of gender equality, equal opportunities and diversity through its working committee (AU in Swedish) on two pre-set occasions per semester. The faculties' contact person for issues concerning gender equality, equal opportunities and diversity (who is also the faculties' work environment coordinator) serves as the rapporteur on these issues in the context of the faculty board, working committee and operational boards, and assists in other ways in terms of preparation and processing. The contact person also serves as administrative support and follows up the faculties' plan.

The Joint Faculties of Humanities and Theology are represented in the central management team for gender equality and equal opportunities through a member who works closely with the contact person.

¹ Legislation (2016:828) to revise the Discrimination Act (2008:567) which took effect on 1 January 2017.

Action plan

The Joint Faculties of Humanities and Theology's plan for gender equality, equal opportunities and diversity is a concrete action plan that forms the basis for faculty-wide measures and is part of the documentation required by the Discrimination Act. The action plan covers both students and staff. The work with measures in the action plan, including the follow-up, is coordinated by the faculties' contact person.

In compliance with the principal documents, the action plan is divided into six focus areas identified as relevant at the faculty level, see the following:

- Discrimination
- Equal opportunities and victimisation
- Recruitment and promotion
- Leadership – professional development
- Salaries and terms of employment
- Gender and intersectional perspectives

The focus areas include the measures and the follow-up deemed relevant by the faculty board's working committee.

Discrimination

The purpose of the Discrimination Act is to combat discrimination and in other ways promote equal rights and opportunities regardless of sex, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age. The work and study environments at the Joint Faculties of Humanities and Theology are to be permeated by an inclusive spirit, free from all types of discrimination and harassment.

Equal opportunities and victimisation

The University's policy clarifies both the equal opportunities perspective, which involves creating common policies for equal opportunities, and the diversity perspective, which aims to create an awareness and understanding of diversity. Work and study environments are to be adapted to provide equal opportunities to work at the faculties. The Joint Faculties of Humanities and Theology work preventively with the dissemination of information concerning equal opportunities and discrimination issues with initiatives such as the guide² for students, which covers the issues. The faculties also follow the central procedures concerning how victimisation is to be prevented and handled.

Recruitment and promotion

Recruitment issues concern the recruitment of both students and staff. Active recruitment and career planning is to contribute to gender equality and diversity at the various educational levels and among staff.

With regard to student recruitment, it is important, as part of the process of widening recruitment, participation and equal opportunities, to provide different

² See the "Guide for students on discrimination, harassment and victimisation" produced by the Joint Faculties of Humanities and Theology.

forms of assistance during the study period, such as adequate introductory activities, mentoring, language support, and other specific support measures.

With regard to the recruitment and promotion of staff, Lund University's policy emphasises that assessments based on expertise are to serve as a basis, and that human resources planning is to be strategic with active gender equality goals.

The Joint Faculties of Humanities and Theology strive to achieve an even gender balance in the recruitment to research studies programmes. Information meetings about research studies and how to apply are conducted at every department prior to each application round to encourage also those prospective doctoral students who are uncertain whether to apply for research studies.

The Academic Appointments Board has devised procedures to take gender equality into account when recruiting. The vice-chancellor's decision on new procedures to increase gender equality in the recruitment of professors (STYR 2016/1133) is taken into account and is also the basis for the work.

Leadership – professional development

In accordance with the University's policy, the objective of the Joint Faculties of Humanities and Theology is that the boards, committees, management teams and collegial bodies at all levels have an even gender balance.

Salaries and terms of employment

The Discrimination Act stipulates that, every year, the employer is to map and analyse salaries in order to detect, correct and prevent unjustified differences in pay and terms of employment between women and men. The Joint Faculties of Humanities and Theology are informed of these general mappings made available by the University. Before the annual salary negotiations and for new appointments, the salaries within the different units of the faculties are analysed with regard to any unjustified differences in pay.

Gender and intersectional perspectives

Lund University's policy emphasises that an integrated gender and intersectional perspective in teaching and education is to be intensified. For a Bachelor's degree at the Joint Faculties of Humanities and Theology, the students shall, in addition to the qualitative targets of the Higher Education Ordinance, be able to apply gender, ethnicity and diversity perspectives. The faculties also work in accordance with the University's policy for quality assurance and quality enhancement of education (reg. no 2016/179), which stipulates, among other things, the criterion that "gender equality and equal opportunities perspectives are integrated in education" and are to be followed up and monitored by the faculties' own quality assurance system.

Action plan 2018

Discrimination

Measure	Person/s responsible	Time frame	Activities
The faculties are to produce a short leaflet containing information on whom employees are to turn to in case of discrimination, harassment and victimisation.	Contact person for gender equality, equal opportunities and diversity issues together with the communications manager at the faculty office.	2018.	Work on producing the leaflet has begun.
Permeate the faculties' websites with an "inclusive communication" dimension.	Contact person for gender equality, equal opportunities and diversity issues together with the faculties' communication officers.	The work commences in 2018 and continues in 2019.	Text and photos are to be analysed. For example: what kind of people are shown on the websites? Is there a mix of men and women? How close are they to the ethnic norm and/or ability norm? What terms are used? etc.
Knowledge-enhancing initiative about discrimination for faculty management.	Contact person for gender equality, equal opportunities and diversity issues together with the HR division.	2018.	In connection with the heads of department forum, a game will be launched about systematic preventive work against discrimination (in Swedish SFAD).

Equal opportunities and victimisation

Measure	Person/s responsible	Time frame	Activities
Follow up to determine the effect of the Department of History's project: "Diversity in teaching – challenges and opportunities" has had for the department and the faculties as a whole.	Contact person for gender equality, equal opportunities and diversity issues.	The work commences in 2018 and continues in 2019.	Contact person for gender equality, equal opportunities and diversity issues consults with the department's gender equality, equal opportunities and diversity group concerning the planned activities.
Follow up to determine the effect of the Department of Archaeology and Ancient History's project "All-inclusive – a seminar series about gender equality and diversity" has had for the department and the faculties as a whole.	Contact person for gender equality, equal opportunities and diversity issues.	The work commences in 2018 and continues in 2019.	Contact person for gender equality, equal opportunities and diversity issues consults with the department concerning the planned activities.
Draw up a proposal for a psychosocial survey for students which will mainly focus on the study environment.	Contact person for gender equality, equal opportunities and diversity issues together with the faculties' programme directors and the students' union's vice-chair with responsibility for student welfare.	The work commences in 2018 and continues in 2019.	The working group is to review how the faculties can use the survey to get an overall picture of the students' study environment and to determine whether the students gain gender equality and equal opportunities perspectives from their study programmes. This is an element in the quality assurance system for education that is in the process of being formed.

Recruitment and promotion

Measure	Person/s responsible	Time frame	Activities
The faculties' working committee is to get an overall picture of the gender distribution among the departments' lecturers, senior lecturers, professors, TA staff etc.	Contact person for gender equality, equal opportunities and diversity issues.	2018.	Contact person for gender equality, equal opportunities and diversity issues together with the faculties' HR manager obtain the statistics.
The Research Programmes Board is to obtain statistics on admissions to third-cycle studies, broken down by gender.	Research Programmes Board.	2018.	Secretary of the board obtains the statistics.
The Research Programmes Board is to obtain statistics on sick leave among doctoral students, broken down by gender.	Research Programmes Board.	2018.	Secretary of the board obtains the statistics.
Various initiatives to encourage more female researchers to apply for external funding.	Research Board.	2018.	Review to find the female researchers at the faculties who may be eligible for external funding. Urge/encourage more female researchers to apply for external funding and also nominate more women for external grants.

Leadership

Measure	Person/s responsible	Time frame	Activities
The Research Programmes Board is to explore the possibility of obtaining statistics concerning supervisors in third-cycle studies, broken down by gender.	Research Programmes Board.	2018.	Secretary of the board obtains the statistics.

Useful links**Legislation**

Equality Ombudsman

<http://www.do.se/other-languages/english/>

Swedish Work Environment Authority

<https://www.av.se/en/>

<https://www.av.se/en/health-and-safety/mental-ill-health-stress-threats-and-violence/>

LU

Lund University web page on victimisation

<https://www.staff.lu.se/employment/work-environment-and-health/health-and-wellness/victimisation-and-harassment>

Lund University web page on gender equality and equal opportunities

<https://www.staff.lu.se/organisation-and-governance/vision-objectives-and-strategies/gender-equality-and-equal-opportunities>

Lund University Policy for Gender Equality, Equal Opportunities and Diversity

https://www.staff.lu.se/sites/staff.lu.se/files/jamstalldhetspolicy_a5_eng.pdf

Plan concerning gender mainstreaming at Lund University

https://www.medarbetarwebben.lu.se/sites/medarbetarwebben.lu.se/files/beslut_plan_for_jamstalldhetsintegrering_vid_lunds_universitet_2017-2019.pdf

Strategic Plan for Lund University

https://www.lunduniversity.lu.se/sites/www.lunduniversity.lu.se/files/strategic_plan_2017-2026-updated030517.pdf

Regulations for quality assurance and quality enhancement of education at Lund University

https://www.medarbetarwebben.lu.se/sites/medarbetarwebben.lu.se/files/foreskrifter_kvalitetssakring_styr_2016_179.pdf

Student rights and guidelines

<https://www.lunduniversity.lu.se/current-students/academic-matters-support/student-rights-and-guidelines>

The Joint Faculties of Humanities and Theology

Faculties' web page on gender equality and equal opportunities

<http://www.ht.lu.se/en/the-faculties/work-environment-and-equal-opportunities/>

Regulations for third-cycle education at the Faculties of Humanities and Theology

http://www.ht.lu.se/fileadmin/user_upload/ht/dokument/Utbildning/doktorand/Besta_mmelser_2015.pdf