

Board of the Faculties of Humanities and Theology
Working committee

2019 Policy and action plan for gender equality, equal opportunities and diversity for the Faculties of Humanities and Theology

Background

Gender equality, equal opportunities and diversity work at the Faculties of Humanities and Theology is based on current legislation, with the Discrimination Act¹ as its foundation, and follows Lund University's central policy (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 work systematically and purposefully to promote gender equality, equal opportunities and diversity. In addition, the strategic plan establishes gender equality and diversity as fundamental principles for all parts of our organisation. Besides this, the faculties are to work in accordance with the new web accessibility directive², i.e. that all public websites are to be made accessible to users with functional impairments.

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 gender equality, equal opportunities and diversity work at the Faculties of Humanities and Theology

The faculty board for humanities and theology handles issues of gender equality, equal opportunities and diversity through its working committee (AU) at two pre-scheduled meetings per semester. The HT faculties' contact person for gender equality, equal opportunities and diversity issues (who is also the faculties' work environment coordinator) acts as the rapporteur on these issues in the faculty board, AU and the organisational boards that assist in various aspects in the matter of preparation and processing. The contact person also acts as administrative support and follows up on the faculties' plan.

The HT faculties are represented in the central "Council for Gender Equality and Equal Opportunities" through a member who works closely with the contact person.

¹ 2016:828 Amendment to the Discrimination Act (2008:567) which entered into force on 1 January 2017.

² In brief, the directive obliges websites, intranets, documents and applications to meet a number of accessibility requirements.

The departments and other units at the faculties are to work consistently with active measures, i.e. work systematically and preventively to counteract discrimination. Among other things, this entails that each organisation is to continuously investigate whether there are risks of discrimination in the organisation. Any identified risks are then to be analysed, addressed and followed up, all according to the four steps of active measures in the Discrimination Act. This work is to be documented and to take place in cooperation with employees and students. Therefore, the departments and other units are to use a common template for documentation, which will form the basis for the faculties' further work on the issues and as part of the annual reporting to be done to the central level through the annual equal opportunities reports³.

Focus areas

The HT faculties' plan for gender equality, equal opportunities and diversity is a concrete action plan which 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 employees. The work on the measures in the action plan, including follow-up, are coordinated by the faculties' contact person on the basis of the prioritisations set by the faculty board's working committee.

The work on the active measures⁴ in the Discrimination Act and the following focus areas lay the foundation for the HT faculties' work and the faculties' action plan:

- Discrimination
- Equal opportunities and gender equality perspective
- Study environment
- Recruitment and promotion
- Leadership professional development
- Salaries and terms of employment
- Possibility of combining work and studies with parenthood
- Education

Discrimination

The Discrimination Act aims to counteract discrimination and promote equal rights and opportunities regardless of gender, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age. The work and study atmosphere at the HT faculties is to be permeated by an inclusive spirit, free from all types of discrimination and harassment. The HT faculties work preventively with information dissemination regarding discrimination and equal opportunities issues through initiatives including the guide⁵ for students which addresses the issues.

³ The annual equal opportunities reports are an account summarising the faculties' systematic preventive work against discrimination through active measures.

⁴ The active measures based on the perspective of the education provider and the employer, as well as the focus areas connected to them.

⁵ See the HT faculties' "Guide on discrimination, harassment and victimisation for students".

Equal opportunities and gender equality perspectives

The University's policy clarifies both the equal opportunities perspective, which is about creating common principles for equal conditions, and the diversity perspective, which aims to create an awareness and understanding of differences. For a Bachelor's degree within the HT faculties, besides meeting the learning outcomes for the degree stated in the Higher Education Ordinance, students are also required to be able to apply perspectives of gender, ethnicity and diversity. The faculties also work in compliance with the University's regulations for quality assurance and quality enhancement for education (Reg. no 2016/179) which set the criterion for "*gender equality and equal opportunities perspectives to be integrated in the education*" to be followed up and checked through the faculties' own quality assurance systems.

Study environment

Work and study environments are to be adapted so as to provide equivalent opportunities to work at the faculties, whether in relation to the physical or the psychosocial environment. The physical study environment includes for example premises, aids and equipment while the psychosocial environment regards issues such as forms of address and treatment of others.

Recruitment and promotion

Recruitment issues concern recruitment of both students and staff. The objective is to achieve an equal gender distribution in the various levels of education and among employees. Active measures are to contribute to this.

Regarding recruitment of students, it is important to provide various forms of support as part of the work of broadening recruitment, widening participation and equal opportunities. Strategies for broadened recruitment need to be developed more clearly in cooperation with the University centrally. During the period of study, there are to be initiatives such as adequate induction activities, mentoring, language support and support measures for people with functional impairments.

With regard to recruitment and promotion of staff, Lund University's policy emphasises that assessments based on competence are to form the basis and that staff planning is to be strategic with active gender equality targets.

The HT faculties strive to achieve an equal gender distribution in recruitment to research studies. Information meetings about research studies and how to apply are to be held at each department before each round of applications to stimulate uncertain potential doctoral students to apply to research studies.

The academic appointments board has developed procedures to take gender equality into account in recruitment. The vice-chancellor's decision on a "New procedure to increase gender equality in the recruitment of professors" (STYR 2016/1133) is to be taken into account and also forms the basis of this work.

Leadership – professional development

In compliance with the University's policy, the goal at the HT faculties is for boards, committees, management groups and collegial bodies at all levels to have an equal gender distribution. This entails, among other things, that the faculties in their capacity as employers should ensure that all employees have equal opportunities for professional development.

Salaries and terms of employment

The Discrimination Act stipulates that the employer is to map and analyse salaries every year with the aim of discovering, addressing and preventing unjustified differences in salary and other terms of employment between women and men. The HT faculties study the general mapping made available by the University. In view of the annual salary negotiations and in case of new appointments, the salaries within the faculties' various units are analysed with reference to any unjustified salary differences.

Possibility of combining work and studies with parenthood

The faculties strive to enable employees and students to combine work with parenthood. This can mean for example continuous review of the timetabling of teaching and meetings.

Education

Pursuant to the Discrimination Act, the education provider is continuously to examine existing forms of teaching (lectures, seminars, distance learning, online courses and similar) and review examinations and assessments, with a view to for example determine whether there is a risk that assessment of student performance is consciously or unconsciously affected by factors related to one of the grounds of discrimination in the Act.

Action plan 2019

Goal	Person responsible	Timeframe	Activities
<p>The faculties are to develop a brief guide containing information on where employees are to turn in case of discrimination, harassment and victimisation.</p> <p>Employer perspective and focus area "Working conditions".</p>	<p>Contact person for gender equality, equal opportunities and diversity issues together with the communications manager at the HT faculty office.</p>	2019.	<p>The guide is to be written, printed, published and disseminated to all organisations.</p>
<p>Run a workshop on norm-critical and inclusive communication for the faculties' communications officers.</p> <p>Employer and education provider perspective, focus area "Recruitment and promotion" and "Admission and recruitment".</p>	<p>Contact person for gender equality, equal opportunities and diversity issues together with the faculties' communications officers.</p>	2019.	<p>Workshop in which Tomas Gunnarsson, also known as the Gender Photographer, informs on norm-critical and inclusive communication. The workshop is to further raise awareness among the communications officers, enabling them to question images and texts with more critical eyes. The workshop</p>

			<p>will also include practical elements. In addition, the faculty-wide perspective on the issues will be discussed.</p> <p>The activity will be followed up to set the framework for further work on these issues.</p>
<p>The faculties' working committee is to be kept informed of the faculties' gender equality statistics including the gender distribution among the lecturers, senior lecturers, professors, TA staff etc. of all departments.</p> <p>Employer and education provider perspective, focus areas "Recruitment and promotion" and "Admission and recruitment".</p>	<p>Contact person for gender equality, equal opportunities and diversity issues together with the finance officer and human resources manager at the faculty office.</p>	2019.	<p>Follow up gender equality statistics for 2018 and compare them with figures for 2019.</p>

Useful links

Legal text

The Equality Ombudsman

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

LU

Lund University's web page on discrimination

<http://www.hr-webben.lu.se/arbetsmiljo/diskriminering>

Lund University's web page on victimisation

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

Lund University's 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's policy for gender equality, equal opportunities and diversity

<https://www.staff.lu.se/sites/staff.lu.se/files/lund-university-policy-for-gender-equality-equal-opportunities-and-diversity.pdf>

Plan for gender mainstreaming at Lund University

https://www.staff.lu.se/sites/staff.lu.se/files/plan_concerning_gender_mainstreaming_at_lund_university_2017-2019.pdf

Lund University's strategic plan

https://www.staff.lu.se/sites/staff.lu.se/files/strategic_plan_2017-2026_2.pdf

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

<https://www.staff.lu.se/sites/staff.lu.se/files/regulations-for-quality-assurance-and-quality-enhancement-of-education-at-lund-university.pdf>

List of students' rights

<https://www.lunduniversity.lu.se/sites/www.lunduniversity.lu.se/files/list-of-rights-lund-university.pdf>

Faculties of Humanities and Theology

The HT faculties' web page on gender equality and equal opportunities

<https://www.ht.lu.se/en/the-faculties/work-environment-and-equal-opportunities/diversity-equal-opportunities-and-gender-equality/>

Provisions for third cycle studies in the Humanities and Theology

https://www.ht.lu.se/fileadmin/user_upload/ht/dokument/Utbildning/doktorand/Besattmelse_20151120_eng.pdf