

GENDER EQUALITY PLAN OF KAUNAS UNIVERSITY OF APPLIED ENGINEERING SCIENCES FOR 2022-2025

INTRODUCTION

Kaunas University of Applied Engineering Sciences (hereinafter *KTK*) - is an independent, innovative and open higher education institution specialising in the training of specialists in the field of engineering, determined to strive for equality, economic progress and well-being through higher education studies and applied scientific research.

The mission of KTK is to develop civically responsible, creative, competitive, highly competent individuals able to contribute to the well-being of a smart society.

The activities of KTK are focused on promoting societal and scientific progress, creating social and economic prosperity, ensuring the development of Lithuania and the region in the globalised world while respecting individual beliefs, rights and aspirations of all members of KTK community.

KTK promotes equality and diversity in all of its activities and does not tolerate discrimination.

The "Gender Equality Plan of Kaunas University of Applied Engineering Sciences for 2022–2025" (hereinafter referred to as the *Gender Equality Plan*) is an institutional policy designed to encourage systemic changes in the organisational culture on both the institutional and structural levels in order to maintain gender balance. KTK Gender Equality Plan is based on the recommendations of the European Institute for Gender Equality (EIGE) for the preparation of the Gender Equality Plan (GEAR Tool)¹. The plan is expected to facilitate the creation of a safe and equitable climate at KTK, reduce the prevailing occupational stereotypes and ensure the prevention of discrimination.

The Gender Equality Plan has been prepared in accordance with the directives and provisions of the European Union, the guidelines and recommendations for the Gender Equality Plans of Horizon Europe prepared by the European Commission, as well as the laws and other legal acts of the Republic of Lithuania.

The European Commission is committed to promoting gender equality in research and innovation. The Gender Equality Strategy² provides a framework for the European Commission's work on gender equality and sets out policy objectives and key actions for the period of 2020-2025. The

¹ The European Commission's gender equality strategy. Available from: [Horizon Europe guidance on gender equality plans - Publications Office of the EU \(europa.eu\)](https://ec.europa.eu/eige/publications/gender-equality-plans)

² A Union of Equality: Gender Equality Strategy 2020-2025. Available from: [EUR-Lex - 52020DC0152 - EN - EUR-Lex \(europa.eu\)](https://eur-lex.europa.eu/eli/reg/2020/1375/oj)

European Commission aims to ensure gender equality so that gender-based violence and discrimination and structural inequality between women and men in Europe is considered unacceptable. It is aimed to ensure that women and men in Europe, despite their differences, are equal, can live their chosen lives freely, have equal opportunities to achieve their goals, are able to participate in social life on an equal footing and occupy senior positions.

Directive 2006/54/EC³ of the European Parliament and Council on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation mentions that legal and organisational obstacles to the recruitment of female researchers and their career development must be removed while respecting EU legislation on gender equality. The aim of the directive is to ensure the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation.

The promotion of gender equality is considered a priority area of Horizon Europe and is subject to stricter provisions. Public institutions, research organisations and higher education institutions wishing to receive funding under Horizon Europe from 2022 onwards must adopt a gender equality plan. These provisions aim to ensure sustainable institutional change and better integration of gender perspective into projects aimed at improving the quality of research.

Gender equality in research and innovation is a priority for the European Research Area (ERA)⁴. Already in the ERA communiqué of 2012, the European Commission set three objectives for cooperation between the countries of the European Union and for the promotion of institutional change:

1. Gender equality in a scientific career;
2. Gender balance in decision-making;
3. Integrating the gender aspect into the content of research and innovation.

European provisions have also been reflected in national documents. The purpose of the Law on Equal Opportunities of the Republic of Lithuania is to ensure the implementation of the provisions of Article 29 of the Constitution of the Republic of Lithuania, which establishes the equality of persons and the prohibits the restriction of human rights and granting privileges on the basis of gender, race, nationality, language, origin, social status, religion, beliefs or opinions.

The Law on Equal Opportunities of the Republic of Lithuania⁵ regulates and ensures that the equal rights of women and men established in the Constitution of the Republic of Lithuania be implemented. The aim is to prohibit any discrimination based on a person's gender; provide for the implementation of measures aimed at ensuring equal opportunities and conditions for women and men

³ Directive 2006/54/EC of the European Parliament and of the Council of 5 July 2006 on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation (recast). Available from: [EUR-Lex - 32006L0054 - EN - EUR-Lex \(europa.eu\)](#)

⁴ Gender equality in research and innovation. Available from: [Gender equality in research and innovation \(europa.eu\)](#)

⁵ The Law on Equal Opportunities of the Republic of Lithuania. *Official Gazette*. 2003, No. [114-5115](#)

in vocational education and training, higher education, upskilling, professional skills development and practical work experience.

Art. 26 of the Labour Code of the Republic of Lithuania⁶ obliges the employer to respect the principles of gender equality and non-discrimination on other grounds. It is important to stress that section 6 of this article provides for the obligation for all employers with an average number fifty or more employees to adopt and publish, in ways usual for the workplace, measures for the implementation of the principles of equal opportunities and supervision of their enforcement.

The Office of the Equal Opportunities Ombudsperson has adopted rules⁷ listing specific measures to protect employees from (sexual) harassment or stalking. This document can also be used in institutions that aim to ensure the dignity and equality of their employees. The document identifies what behavior in the workplace is considered inappropriate, the rules advise to respect the private life of colleagues, to avoid behavior unpleasant to others.

The "Recommendations to ensure equal opportunities for men and women in Lithuanian higher education and research institutions", prepared by the Minister of Education, Science and Sport of the Republic of Lithuania⁸, provides guidelines that promote equality between women and men and eliminate the manifestations of inequality in science and studies.

The Gender Equality Plan also takes into account the internal documents of KTK:

KTK Code of Academic Ethics⁹ presents such fundamental values of academic ethics as academic integrity, responsibility, equality, justice, non-discrimination, accountability, transparency, sustainable use of resources, academic freedom, impartiality of the evaluation of scientific work, trust, respect.

KTK strategy for 2016-2030¹⁰ emphasises that highly qualified research and teaching staff is a key factor in excelling in academic activities. To achieve the goals set by KTK, each member of the community is guaranteed with equal opportunity to work and develop their qualifications, regardless of gender, nationality or disability; the system for planning an academic career that ensures sufficiency of top-level researchers and the search for young talents as well as their favorable career path is continuously developed; the system of professional development, incentivisation, creation of learning and training opportunities is also planned to be developed.

The description of the procedure for supervising the implementation and execution of the Equal Opportunities Policy of KTK¹¹ contains provisions that ensure equal treatment of all employees

⁶ Law on the approval, enforcement and implementation of the Labour Code of the Republic of Lithuania. TAR 2016-09-19, i. k. 2016-23709

⁷ Office of the Equal Opportunities Ombudsperson. Available from: <https://www.lygybe.lt/lt/nauijenos/nauja-tvarka-apsaugos-darbuotojus-nuo-priekabiavimo/947>

⁸ The Ministry of Education, Science and Sport of the Republic of Lithuania. On Ensuring The Approval of The Recommendations for Equal Opportunities for Men And Women in Lithuanian Science and Study Institutions. 23-12-2014. No. V-1265

⁹ KTK Code of Academic Ethics. Approved by KTK Director on 23-11-2016 Order No. V1-133

¹⁰ KTK strategy 2016-2030. Available from: https://www.ktk.lt/uploads/c4158b30-edf7-43ba-bccf-1270b9953a6b/KTK_strategija.pdf

¹¹ The description of the procedure for supervising the implementation and execution of the Equal Opportunities Policy of KTK. Approved by the Order of KTK Director on 28-08-2019. Order No. V1-116.

of KTK and persons applying for employment, both before and after the conclusion of the employment contract, regardless of gender, race, nationality, ethnicity, language, social status, faith, religion, beliefs and opinions, age, sexual orientation, disability, citizenship, intention to have a child (children) and marital status.

The description of the procedure for the professional development of teachers and other employees of KTK¹² identifies the essential principles, including equal opportunities, whereby every teacher and employee has the right to develop his/her qualifications, regardless of age, gender, race, religious beliefs or position held.

KTK Quality Manual¹³ states that it considers internal quality assurance based on the recognition and implementation of the principles of academic ethics – academic integrity, respect, civic and personal responsibility – as the main pillar of its quality assurance system. KTK seeks to base its organisational culture on striving for excellence, considering the contribution of each member of the academic community as important, and supporting professional development of the academic community to promote lifelong learning.

The strategy covers three years - 2022-2025, but in 2024, a revision of the Plan will be carried out.

KTK Gender Equality Plan is based on five objectives that will be achieved through specific activities, whose effectiveness will be monitored using predefined indicators.

The main sections of the Gender Equality Plan for KTK include:

- Diagnosis – the key conclusions from studies conducted at the KTK.
- Allocation of resources for the implementation of KTK Gender Equality Plan and continuous collection and monitoring of data.
- Training of KTK community.
- Five Objectives of the Plan, including information on activities and indicators, as well as their descriptions.

DIAGNOSIS

Staff distribution by gender

The starting point for the analyses aimed at the development of the Gender Equality Plan for KTK was the analysis of the gender distribution of people employed by KTK, in accordance with recommendations included in the European Charter for Researchers, and taking academic degrees and positions into account.

¹² The description of the procedure for the professional development of teachers and other employees of KTK. Approved by a resolution of KTK Academic Council on 15-03-2022, Minutes No. V18-18

¹³ Quality Manual. Available from: https://www.ktk.lt/uploads/edf9bcfd-c724-44bf-8af3-6873f1217001/Kokyb%20c4%97s_vadovas.pdf

61% of all KTK employees are men and 39% are women¹⁴. In total, the KTK employs 106 teachers, 38% of whom are women and 60%, men. Therefore, it is important to perform a deeper analysis of gender equality at KTK to help to monitor the situation of gender equality and identify areas of improvement.

Structure of administrative staff by gender: 53% women, 47% – men. The structure of the heads of KTK and its departments by gender: 44% are women and 56% are men. The structure of the heads of departments and heads of study programmes by gender: 62% women, 38% men. KTK's Chief Committee for the Competition and Certification of Teachers consists of eight persons, 50% of whom are men, and 50%, women.

Monitoring carried out at KTK allowed to identify the following gender equality-related issues to be resolved:

- work-life balance – some of the phenomena mentioned refer to both women and men, but women more often declare that they are responsible for the majority of family duties.
- In the case of researchers, there is a problem with “never-ending work”.
- The expectation of international mobility is difficult to reconcile with taking care of children and other dependents, especially in the absence of institutional support.
- The importance of gender roles outside of work which affect performance – women do more housework; maternal responsibilities delay academic work and discourage women from taking up administrative positions.
- Women with children do not take longer trips abroad, they publish less, become less involved in the social life of the faculty, and less frequently decide to take up administrative positions.

KTK ensures a fair remuneration system that is independent of gender or other discriminatory grounds. There are internal procedures that regulate the remuneration for the work of teachers, administration and other employees that determine the structure of the salary, the principles of its determination and the procedure for payment.

KTK transparently carries out the recruitment of new employees, all candidates are evaluated according to the same criteria. The job descriptions set out the requirements for the position, which guide the announcement and execution of the selection of new employees.

ALLOCATION OF RESOURCES FOR THE IMPLEMENTATION OF KTK GENDER EQUALITY PLAN AND CONTINUOUS COLLECTION AND MONITORING OF DATA

¹⁴ KTK Director's Report of 2021

KTK Gender Equality Plan is the responsibility of the KTK HR specialist and the Working Group on the Implementation of Gender Equality Policy of KTK Academic Council.

Allocation of resources

For the successful implementation of The Gender Equality Plan, specific resources have been provided. These resources are aimed at developing a training programme, as well as to ensure the support of managers, staff and students. The Working Group on the Implementation of Gender Equality Policy of KTK Academic Council allocates its time to monitor progress in the implementation of the Gender Equality Plan 2022-2025. In addition, part of the working time of the specialist of the HR Management is also allocated to the implementation of the Gender Equality Plan. Thus, KTK annual budget provides for financial, material and human resources for the implementation of the Equal Opportunities Policy and Plan.

Continuous collection and monitoring of data

Gender Equality Plan monitoring is carried out every year:

Monitoring of the implementation of the Gender Equality Plan for KTK carried out annually includes:

- annual monitoring of gender equality;
- presentation of the results of gender equality monitoring to KTK community and a public discussion of the results is organised annually;
- annual updates of legal information on gender equality and its implementation;
- analysis of complaints about violations of gender equality when they are received;
- annual preparation of a report on the implementation of KTK Gender Equality Plan.

KTK collects and monitors data on the gender of staff and students and job categories. The data are included in the annual report of KTK, highlighting the main figures relating to gender equality and diversity.

TRAINING OF KTK COMMUNITY

In order for KTK to be aware of gender equality and diversity, there is a need for continuous training to change the organisational culture and create new traditions. Therefore, training the members of KTK community on gender equality and diversity is one of the most important in elements of the Gender Equality Plan 2022-2025.

Name of training	Target groups	Deadline for implementation
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Training to raise awareness	Teachers, students, administration	II semester, annually
Training in improving the work-life balance, ensuring a favorable environment for career development	Teachers, students, administration	I semester, annually
Training on the topics of socio-psychological and professional counseling	Teachers, students	II semester, annually
Training on the integration of gender equality into the organisation's management and administration procedures and other higher education and research activities	Teachers, students, administration, other staff	II semester, annually
Training on how to recognise and report gender-related issues and ensure equal treatment of colleagues and students	Teachers, students, administration, other staff	II semester, annually

OBJECTIVES OF THE PLAN

KTK Gender Equality Plan aims to promote gender equality and diversity. The plan includes activities focused on the balance of work and personal life, organisational development, organisational culture, recruitment and promotion, as well as on the representation of genders in managerial positions and decision-making bodies. The actions of KTK Gender Equality Plan 2022-2025 are in line with the requirements of the European Union in relation to the Horizon Europe programme.

The Gender Equality Plan for KTK responds to needs in the following areas:

- improved dissemination of knowledge about equality, diversity, and antidiscrimination;
- promotion of existing examples and solutions related to strengthening equality and diversity;
- the counter-activities of stereotypes that influence recruitment and career development, and thereby affect the image of KTK and science;
- support for women at all stages of their careers;
- support for combining work and family life, with particular emphasis on care.

Objectives of the Gender Equality Plan for KTK

OBJECTIVE 1. Raising awareness about the importance of equality issues and strengthening positive attitudes towards diversity.

OBJECTIVE 2. Supporting the development of women's academic careers.

OBJECTIVE 3. Ensuring gender equality in the recruitment of female and male employees and in education/research.

OBJECTIVE 4. Easier combination of work and family life.

OBJECTIVE 5. Increasing balanced gender representation with respect to chairpersons of KTK committees, management, expert and reviewer teams, and chairpersons of scientific and popularisation events.

Action group of the KTK Gender Equality Plan

1. Work-life balance and organisational culture.
2. Gender balance in leadership and decision-making.
3. Gender equality in recruitment and career progression.
4. Integration of the gender dimension into research and teaching content.
5. Measures against gender-based violence including sexual harassment.

ACTIONS OF KTK GENDER EQUALITY PLAN 2022-2025

Action group	Activity	Results	Deadline for implementation	Responsible person(s)
Group 1: Work-life balance and organisational culture	Development of possibilities for reconciling professional responsibilities with family obligations	Ensuring flexible work schedules, study timetables, a possibility of teleworking for persons (both women and men) raising children	Annually	HR specialist
	Preparation of information on the possibilities of combining studies and family obligations for students (male and female) raising young children	Preparation and annual updating of information for students on long-term leave on continuity of studies, postponement of assessment, access to KTK services (e-mail, library, etc.) and return to studies	Prepared: II half of 2022; renewed: annually	HR specialist
Group 2: Gender balance in leadership and decision-making	Coordination of the implementation of gender equality at KTK	Assignment of functions for coordinating gender equality	II half of 2022	HR specialist
	Achieving gender equality in decision-making structures - working groups, committees,	Maintaining the balance of gender equality in working groups,	Annually	the Working Group on the Implementation of Gender

	administrative management	committees, administrative management		Equality Policy of KTK Academic Council.
Group 3: Gender equality in recruitment and career progression	Evaluation of documents and procedures of KTK related to the recruitment of employees, the determination of remuneration and the assignment of duties and the professional development from the point of view of gender equality	An audit of the documents and procedures relating to the recruitment of staff, the determination of remuneration and the appointment of duties on the basis of gender equality	II half of 2022	HR specialist
	Increasing equal access to all the services provided by KTK	Preparing a disability policy	I half of 2023	HR specialist
Group 4: Integration of the gender dimension into research and teaching content	Encouraging the academic community of KTK to conduct research and to prepare publications on the topics of gender equality	Studies on topics related to gender equality and their dissemination	Annually	KTK Ethics Committee, the Working Group on the Implementation of Gender Equality Policy of KTK Academic Council.
	Inclusion of the gender equality aspect in the content of study programmes (content of study subjects, topics of graduation theses, etc.)	Review the regulations of the study programme committees on the integration of the topics of gender equality into the content of study programmes	Annually	Study programme committees; head of the Study Programmes Department
	Organisation of gender training covering topics related to gender equality for KTK community	Annual trainings for KTK community on gender equality	Annually	HR specialist
Group 5: Measures against gender-based violence including sexual harassment	Updating the Code of Ethics by supplementing it with measures for gender equality	Updated on an ongoing basis	Annually	KTK Ethics Committee
	Conducting gender equality monitoring, surveys of the academia (teachers, staff and students)	A survey of KTK teachers, staff and students is conducted annually to	Annually	KTK Ethics Committee

		determine the state of gender equality in the organisation		
	Continuous collection, summary and presentation of legal information on gender equality and its implementation to the KTK community	Regular updating of legal information on gender equality and its implementation; publishing the updated information on KTK website and intranet	Annually	HR Specialist
	Establishment of a complaint system to report gender equality violations	Creation of an e-mail inbox for complaints related to gender equality violations and a procedure for receiving and analysing complaints	II half of 2022	HR Specialist; the Working Group on the Implementation of Gender Equality Policy of KTK Academic Council
	Establishment of a committee to analyse complaints about violations of gender equality	Formation of a Committee, approval of its rules of procedure and making public the information about the formation of the Committee and its activities	II half of 2022	HR Specialist; the Working Group on the Implementation of Gender Equality Policy of KTK Academic Council