

to Regulation No. 2/2022, issued by the Director of the Institute of Slavic Studies, Polish Academy of Sciences, concerning the introduction of “Gender Equality Plan for the Institute of Slavic Studies, Polish Academy of Sciences. Equality Measures for 2022–2025”

Gender Equality Plan
for the Institute of Slavic Studies, Polish Academy of Sciences
Equality Measures for 2022–2025

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Introduction

Meeting the needs of ensuring legal protection of gender equality and preventing all forms of discrimination in the workplace and the study environment, the Institute of Slavic Studies, Polish Academy of Sciences (hereinafter: Institute) introduces the *Gender Equality Plan for the Institute of Slavic Studies, Polish Academy of Sciences. Equality Measures for 2022–2025* (hereinafter: Plan). The document was drafted for all those working at and cooperating with the Institute as well as for its doctoral students, so that each of them can feel respected, listened to and treated with due attention. By implementing the Plan, the Director of the Institute indicates and emphasises the fact that diversity among employees of the Institute and its doctoral students is perceived as a value and is protected by its authorities.

The development of this Plan was based on the Gender Equality Plans introduced at the University of Warsaw, the Jagiellonian University, the University of Wrocław and the University of Bologna. They gave us inspiration and the opportunity to consider the types of measures against exclusion and the possibilities of their implementation in a broader perspective, but most importantly, they enabled us to adapt the Plan to the specific needs of the Institute.

In 1983, Sue Berryman, analysing the process of disappearance of women from the world of science, coined the category of the “leaking pipeline”. Using this metaphor, she compared the number of men and women achieving particular academic degrees and titles and noticed a certain regularity: the higher the degree, the lower the percentage of women. There are more metaphors which capture the exclusion of women from power, one of the most vivid and most frequently used being the “glass ceiling”, whose advantage is that it refers not only to women, but also to people from other marginalised groups. The term was first used in 1984 by the editor of *Working Woman* magazine, Gay Bryant, and it was popularised and scientifically problematised in a 1986 article by Carol Hymowitz and Timothy Schellhardt. The “glass ceiling” not only blocks women and minority groups from access to higher academic positions, but above all deprives them of participation in power. The “glass ceiling” is invisible, but it is often a barrier which cannot be overcome without top-down, structural measures (Wróblewska Trochimiuk 2017).

On 4 May 2017, the Institute of Slavic Studies, Polish Academy of Sciences joined the elite group of Polish scholarly institutions which have the right to use the “HR Excellence in Research” logo. The award of this distinction was the result of the application process initiated by the Institute in 2015. The certificate is awarded by the European Commission to scholarly institutions which guarantee stability of employment, opportunity to develop a professional career, as well as academic and financial assistance in research projects. The internal staff policy and recruitment procedures of an institution using the “HR Excellence in Research” logo must comply with the principles set out in the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (<https://www.euraxess.pl/pl/poland/naukowcy/karta-i-kodeksnaukowcy>).

Institutions awarded with the “HR Excellence in Research” logo are promoted by the European Commission among international organisations as ones which provide researchers with the best working and development conditions, support research initiatives, follow equal opportunities principles, promote mobility and provide training to improve the expertise of researchers. The award not only comes as a recognition of our staff and institutional policies conducted so far, but above all as a sign of our commitment to continuous improvement of our human resources policies in line with the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.

According to the guidelines of the European Commission, a Gender Equality Plan (GEP) is a set of commitments and actions that aim to promote gender equality in an organisation through institutional and cultural change. This Plan meets the four mandatory requirements of such documents:

- 1) it is a public document;
- 2) it has dedicated resources;
- 3) it provides for data collection and monitoring;
- 4) it includes workshops and trainings aiming to increase sensitivity to gender issues.

This Plan is a public document and it is available on the Institute’s website. Apart from this, the Plan will be sent via e-mail to all employees of the Institute to ensure that they become acquainted with it. In order to address all questions and doubts among the employees of the

Institute and among its doctoral students, each time the Plan is reviewed (once every four years), it will be presented and discussed during an open meeting with them.

In addition, meeting not only the mandatory requirements, but also the recommendations of the European Commission regarding this type of equality documents, the Plan refers to five further areas:

- organisational culture and work-life balance;
- participation of women in leadership and decision-making positions;
- gender equality in recruitment and career progression;
- integration of gender issues into research and research content;
- preventing gender-based violence (including sexual harassment).

The five recommended areas are the key areas covered by the Plan for 2022–2025, providing also the basis for determining further areas of action within the Institute, which will be undertaken in the coming years to achieve the goal of making the Institute of Slavic Studies, Polish Academy of Sciences a friendly and safe environment to work and pursue scholarly development, regardless of whether or not one is characterised by attributes that are socially perceived as discrediting.

The introduction of the Plan reflects the awareness of the authorities of the Institute that gender inequality affects mainly women, and therefore the Plan implemented by the Institute focuses on systemic solutions for equal opportunities in access to research careers for women and in the career development of women researchers. The Institute is a special place due to the fact that women already not only constitute the majority of its employees and doctoral students, but also hold most of the leadership positions in the departments and at the top level of the institution. However, we believe that the mere numerical superiority of women over men will not make the Institute less vulnerable to exclusion, which is why we decide to implement the Plan and monitor other factors that may affect vulnerability to exclusion in more detail. More information on this topic is provided in the section devoted to Area 3.

Statistics – current situation

This part includes four sections and provides the following statistics: employment at the Institute by gender; employment at the Institute by gender and type of position: academic, non-academic, administrative; employment at the Institute by position and gender; leadership positions at the Institute by gender. This data not only illustrates the representation of women at the Institute, but also enables us to analyse their participation in its leadership positions.

In addition, apart from gender equality, the Plan also refers to equality measures in relation to factors other than gender which may have an impact on exclusion.

A separate group of data concerns doctoral students. Due to changes at the national level regarding the organisation of doctoral studies and doctoral schools, it is divided into two parts: the doctoral study programme at the Institute, which is about to close, and doctoral studies at the newly established Anthropol Doctoral School of the Institutes of the Polish Academy of Sciences. There are currently 11 students doing doctoral studies at the Institute: 6 of them in the fourth year, and 5 who are currently on leave; 8 of them are women and 3 – men. Among those who pursue their studies at the Anthropol Doctoral School (established by 9 institutes from Division 1 of the Polish Academy of Sciences), there are currently 5 students affiliated with the Institute: 2 women and 3 men.

1. Structure of employment at the Institute by gender (31 December 2021)

Gender	Total
Men	22
Women	62
Total	84

2. Structure of employment at the Institute by gender and type of position: academic, non-academic, administrative (31 December 2021)

Gender	Academic positions	Non-academic positions	Administrative positions	Total
Men	18	4	0	22
Women	41	15	6	62
Total	59	19	6	84

3. Structure of employment at the Institute by position and gender (31 December 2021)

Position	Total	Women	Men
Professor	6	4	2
Associate Professor	21	17	4
Assistant Professor	27	16	11
Assistant	5	4	1
Research-Technical Staff	8	7	1
Technical Staff	10	7	3
Library	1	1	0
Administration	6	6	0
Total	84	62	22

4. Leadership positions at the Institute by gender (31 December 2021)

Leadership positions	Women	Men
Director / Deputy Director of the Institute	3	0
Other leadership positions	7	2
Total	10	2

5. Doctoral students at the Institute by gender (Institute doctoral study programme and Anthropos Doctoral School) (31 December 2021)

Doctoral students	Women	Men
Doctoral study programme at the Institute	8	3
Anthropos Doctoral School	2	3

Gender Equality Plan
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Equality Measures for 2022–2025

Area 1: Promoting work-life balance. Organisational culture and preventing the exclusion of women and other forms of discrimination

This area includes four objectives and corresponding measures of their implementation, proposed in order to address a given problem.

The area comprises specific objectives concerning the promotion of work-life balance. They focus on improving the work and organisation of the Institute in order to prevent the exclusion of women and other forms of exclusion and discrimination. The area is subdivided into specific objectives aiming to ensure broadly understood gender equality and equality in other terms.

Objective 1:

To ensure gender equality and prevention of other forms of exclusion in the organisational structure of the Institute of Slavic Studies, Polish Academy of Sciences.

Measures:

The Institute appoints a five-member Commission for the implementation and execution of the Plan. The term of office of the Commission is the period of implementation the Plan, but it is not less than one calendar year (from 1 January to 31 December). The members of the Commission are persons at different stages of research career, making decisions jointly according to a model they develop (e.g. by acclamation or majority vote), among whom: at least one person has the status of a doctoral student, at least one person represents members of research staff without a habilitation degree, at least one person represents administrative staff, and one person represents the Director and Deputy Directors, with the proviso that this person may not act as a representative of the Commission. A quorum of three members of the Commission is required to make binding decisions.

Objective 2:

To ensure special protection for the Institute's employees in the early stages of their research careers and those employed on temporary contracts.

Measures:

Research indicates that due to the social roles assigned to and performed by women, they are much more likely to be excluded and to have to abandon their academic and professional careers (Le Feuvre 2009). This is related to several factors: firstly, it is most often women who are responsible for childcare and its coordination, which is particularly evident during the Covid-19 pandemic (Krukowski, Jagsi & Cardel 2021). They often do not resume their research careers after having children and are much more likely than men to take breaks as required by the various stages of child-rearing. Women who are employed on temporary contracts are particularly at risk of losing the opportunity to pursue a continuous research career. As a measure for ensuring special protection for women employees of the Institute in the early stages of their careers, during the Covid-19 pandemic, they will be offered an option of remote work as required by their childcare responsibilities. The Institute will also conduct information activities addressed to employees, concerning parental leave for men.

Objective 3:

To ensure the visibility of women and prevent stereotypes and prejudice against women.

Measures:

The Commission will conduct an internal audit involving the analysis of forms and questionnaires used by the Institute, with a focus on gender-inclusive forms of the names of, among others, positions held or parties to contracts and agreements. Apart from the audit, trainings and workshops will be planned with a view to increasing sensitivity to the issue of the symbolic representation of women and preventing their exclusion (also at the level of language); they will be addressed to doctoral students and employees, including the Institute's administrative staff. This will not only ensure familiarisation with the subject, but also provide an opportunity to deepen existing knowledge on discrimination, exclusion and stereotyping and their prevention.

Objective 4:

To adapt the Code of Ethics of the Institute of Slavic Studies, Polish Academy of Sciences.

Measures:

Conducting an internal audit of the existing Code of Ethics of the Institute of Slavic Studies, Polish Academy of Sciences and the activity of the Ethics Commission of the Institute with a focus on measures for gender equality.

Objective 5:

To create a friendly working environment and work towards the improvement of organisational culture.

Measures:

The measures adopted with a view to achieving this objective will include the following:

- identifying the well-being needs of employees;
- providing support in the rational and systematic planning of holiday leaves in order to avoid burnout;
- ensuring a supportive structure in the workplace (e.g. a “pink box”);
- providing information on holiday recreation centres available to employees of the Institute;
- consolidating the activity of the Institute’s Employee Benefit Commission.

Area 2: Participation of women in decision-making and representation positions at the Institute

Area 2 includes two specific objectives.

The statistics section above includes basic data concerning the intersection of gender and leadership positions at the Institute. This data illustrates the participation of women in the spaces of power. However, we assume that it is necessary to conduct a more detailed analysis and examine other areas related to symbolic power and the issue of representation.

Objective 1:

To conduct a detailed analysis of women's participation in expert spaces and spaces of representation.

Measures:

In order to achieve this objective, other spaces of participation in decision-making positions will be analysed in detail:

- participation of women in the authorities of the Academic Council of the Institute of Slavic Studies, Polish Academy of Sciences;
- participation of women in the editorial teams of journals published by the Institute;
- participation of women as reviewers for journals published by the Institute;
- participation of women in panels and discussions organised or co-organised by the Institute;
- participation of women as chairpersons of conference sessions organised or co-organised by the Institute;
- participation of women and men in grant applications submitted;
- participation of women in research teams implementing grant projects.

Objective 2:

To strengthen women in leadership positions.

Measures:

One way to strengthen women in leadership positions will be to promote a culture of equality and non-discrimination and to prevent the stereotyping of such women.

Area 3: Representation of women and other excluded groups in the process of recruitment and career development

Area 3 includes five specific objectives with recommendations for their implementation.

In view of the rapidly changing socio-cultural reality and the progressive emancipation of marginalised groups other than women, the Director and Deputy Directors of the Institute of Slavic Studies, Polish Academy of Sciences, wishing to meet the emerging needs, decided to extend the section concerning the representation of women to include other groups at risk of exclusion. We recognise the need to protect those at risk of exclusion on grounds other than gender, particularly at an institute that employs foreign nationals.

However, due to the lack of previous interest in factors socially identifiable as exclusionary and stigmatising, we observe that there is no data that can give us a full picture of diversity at our Institute. Considering the fact that it is sensitive data, concerning the sphere of privacy and even human intimacy, it will not be collected or processed at the Institute.

Despite the lack of this data, we are aware that the Institute is diverse and we see this as a value.

Objective 1:

To conduct a cross-analysis of data on gender and career development.

Measures:

Among other things, forms of employment (temporary, civil law contract) will be analysed in relation to gender. The Commission will be obliged to maintain the confidentiality of data. This will allow ongoing monitoring of whether inequality is emerging in any of the following:

- a disproportionately higher number of women on temporary contracts;
- the so-called “gender-gap”, especially in terms of possible differences in earnings;
- the number of women and men taking parental leave and the time it takes to return to work after such leave;
- the number of days off taken by women and men due to their child’s illness.

The Plan supports the process of implementation and evaluation of the measures adopted at the Institute. Despite the four-year cycle of the Plan, the Commission performs ongoing analysis of the figures (anonymous, only information relating to gender) and evaluates the measures adopted in order to achieve best outcomes. As such, then, the Commission follows a phased cycle of implementation and execution of the Plan, including an audit phase, a planning phase, an implementation phase, and a monitoring and evaluation phase.

Objective 2:

To ensure equal access to employment opportunities for women by eliminating exclusion expressed in language.

Measures:

Advertisements for employment opportunities are often phrased as if they were addressed only to male researchers. We assume that even a symbolic invitation for women to participate in a competition for a given post will be able to influence their sense of belonging to the research community.

Objective 3:

To equalise opportunities for people from potentially excluded groups in recruitment.

Measures:

In the event that several candidates receive the same score in a competition for a given position at the Institute, the position will be offered to the candidate who belongs to a marginalised or potentially marginalised group. In the application, information on membership in a potentially excluded group will be provided on a voluntary basis and will only be used for recruitment purposes.

Objective 4:

To equalise opportunities for women and carers.

Measures:

Employees of the Institute will have an opportunity to provide information about their caring responsibilities, understood as taking care of their child/children or other family members (e.g. siblings with disabilities, parents, grandparents). Such optional information will give their superiors a broader insight into, for example, the reasons for their temporarily reduced professional activity.

Objective 5:

To make space for the expression of gender identity.

Measures:

In the academic world, where women's careers are inherently at risk of being obliterated or marginalised, the situation of trans and non-binary people looks even worse. In the past few years, a number of institutions (e.g. Svenska PEN, Association for Jewish Studies) have recommended that their employees add pronouns to their email signatures to protect transgender people from misgendering. To this end, the Institute will offer workshops aiming to increase sensitivity to gender issues, both in biological and cultural terms, as well as in relation to psychosexual identity.

In order to avoid misgendering a person with whom we communicate (both in Poland and abroad), guidelines will be prepared on the possibility of adding pronouns corresponding to our sense of gender identity into our email signature (she/her, he/his, or non-binary forms they/them). This issue will be explained at a training session.

Area 4: Raising attention to issues of gender inequality and other inequalities. Including a gender perspective in research and in the education of doctoral students

This area includes two specific objectives.

Raising awareness of gender inequalities is one of the key areas of preventing exclusion. The implementation of objectives in this area will result in the creation of an open and friendly work and study environment, which will be free from discrimination and violence. Considering that the first important step to achieving equality is the awareness of being entangled in a system of exclusions, the greatest emphasis in this area has been placed on education.

Objective 1:

To increase sensitivity to issues related to gender-based and other inequalities.

Measures:

Workshops and trainings aiming to increase sensitivity to gender inequality and helping to see the value in diversity, organised according to the following key principles:

- they should involve the entire institution (people at various levels of research career, working on various types of contracts, researchers and administrative employees);
- training should be tailored to the specific needs of the Institute;
- they should be conducted on a continuous basis and should not be one-off sessions.

Objective 2:

To propose the integration of a gender perspective into the education of students at the Anthropos Doctoral School of the Institutes of the Polish Academy of Sciences.

Measures:

A proposal to integrate a gender perspective into the Anthropos Doctoral School study programme by being attentive to exclusion along the gender axis and to critical analysis of power.

Area 5: Preventing gender-based violence, including sexual harassment

This area includes two specific objectives.

Preventing gender-based violence is currently one of the key anti-discrimination measures in European Union member states. The #metoo campaign, launched in recent years, has made the public aware of the extent of sexual violence. Both in Poland and abroad, scholarly and cultural institutions gradually reveal violence against women that has taken place; they also face the need for real changes to ensure women's safety. Consequently, the Plan includes provisions aiming to prevent gender-based violence, including sexual harassment.

Objective 1:

To prevent harassment.

Measures:

Verification of the Institute's Anti-Harassment Policy as regards gender issues.

Objective 2:

To develop a procedure ensuring the safety of a person reporting gender-based discrimination, including sexual harassment, and a proposal to supplement the Institute's existing internal regulations with further provisions against sexual harassment.

Measures:

Developing proposals for provisions against sexual harassment in the Work Rules and Regulations, in cooperation with the Legal Officer.

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