

Gender Equality Plan of the Faculty of Informatics, Masaryk University (GEP FI MU) 2024-2028

1. TRANSFORMATION OF ORGANIZATIONAL CULTURE								
No.	Goal	Measures/actions—description	Priority	Target group	Timing	Indicators	Responsibility/implementation (faculty/other unit)	Level
1.	Systematically promote equal opportunities	Include explicit language reflecting the vision and goals on gender equality in the long-term plan for 2024 and beyond.	High	Employees	Till the end of 2024	The vision and goals in the area of gender equality are defined.	FI MU	Cultural/symbolic
2.	Systematically promote equal opportunities	Conduct regular gender re-audits	Medium	Employees	Till the end of 2029	Final report from the gender re-audit	FI MU	Cultural/symbolic
3.	Systematically use gender-sensitive language in documents and materials	Review existing FI internal documents with regard to the use of gender-sensitive language.	Medium	Employees	Till the end of 2028	Revised internal documents	FI MU	Cultural/symbolic
4.	Systematically use gender-sensitive communication in documents and materials	Add information to marketing materials on how to appropriately address girls so as not to reproduce gender stereotypes.	Medium	Employees	Till the half of 2025	Revised internal documents	FI MU	Cultural/symbolic
5.	Systematically use gender-sensitive language in documents and materials	Revise the Concept of External Relations and Marketing of FI MU with the aim of adding "women" to the target group.	High	Employees, the public	Till the half of 2025	Revised internal documents	FI MU	Cultural/symbolic
6.	Promote equal treatment in the FI MU environment	Train the PR and marketing department on gender equality in written and visual communication.	Medium	The public	Ongoing	Training courses conducted, attendance sheets	FI MU	Cultural/symbolic
7.	Promote balanced representation of women and men in the IT sector	Increase the representation of women/girls in the visual and linguistic components of FI MU promotional materials in order to increase their visibility and representation.	High	The public, applicants for study	Ongoing	Newly created promotional materials present a balanced representation of women and men	FI MU	Cultural/symbolic
8.	Promote confidence in addressing cases of unequal treatment and discrimination in the workplace	Raise awareness of the existence and function of the Equal Opportunities Panel.	High	Employees	Till the end of 2024	Employee feedback	FI MU	Institutional
9.	Promote equal treatment in the FI MU environment	Add a description of the function and procedure for submitting a complaint to the Ethics and Rights Protection subpage.	High	Employees	Till the end of 2024	The Ethics and Rights Protection subpage is being revised.	FI MU	Institutional
10.	Support for equal opportunities	Ensure that all email communication relevant to foreign employees is always provided in English.	High	Employees	Till the end of 2024	Emails are also written in English.	FI MU	Institutional
11.	Promoting equal pay for women and men at FI MU	Collect gender-segregated data on pay and evaluate it regularly, focusing on the adjusted gender pay gap (GPG) in this context.	High	Employees	Ongoing	At the end of each calendar year, the Personnel Office regularly submits gender-segregated data on remuneration to the faculty management.	FI MU	Institutional
12.	Promote equality and transparency in remuneration at FI MU	Raise awareness of how the remuneration system works for employees and job applicants.	Medium	Employees	Ongoing	Employees are informed about how the remuneration system works.	FI MU	Institutional
13.	Increase the satisfaction and motivation of FI MU employees	Raise awareness about the benefits offered.	Medium	Employees	Ongoing	Feedback from employees on their awareness of benefits.	FI MU	Institutional

2. COMBINING WORK AND PARENTHOOD/PERSONAL LIFE

No.	Goal	Measures/actions—description	Priority	Target group	Timing	Indicators	Responsibility/implementation (faculty/other unit)	Level
14.	Supporting work-life balance	Raise awareness of the support available to employees who are caregivers, including, for example, return-to-work grants.	High	Employees	Ongoing	Feedback from employees on awareness of support services available to employees who are caregivers.	FI MU	Institutional
15.	Supporting work-life balance	Consider increasing the number of days available for working from home, especially for non-academic staff.	Medium	Employees	Till the end of 2025	Analysis of options for increasing work from home for non-academic staff	FI MU	Institutional
16.	Supporting work-life balance	Focus on recognizing work overload, its symptoms, and tools to prevent it, including burnout prevention.	Medium	Employees	Ongoing	Training implementation, infographics	FI MU	Cultural/symbolic
17.	Supporting work-life balance	Introduce an adaptation plan for employees returning after a long absence (maternity/parental leave, illness, stay outside MU, etc.).	Medium	Employees	Till the end of 2024	Adaptation plan after a long absence	FI MU	Institutional

3. RECRUITMENT AND SELECTION AND FUNCTIONAL PROCEDURE

No.	Goal	Measures/actions—description	Priority	Target group	Timing	Indicators	Responsibility/implementation (faculty/other unit)	Level
18.	Support for equal opportunities	Creation of a Career Order at FI, which includes technical, economic, and academic staff.	High	Employees	Till the end of 2025	Career Order at FI have been created	FI MU	Institutional
19.	Support for equal opportunities	Expand educational opportunities for non-academic staff, include soft skills courses, and increase their frequency.	Low	Employees	Till the end of 2026	Educational courses conducted	FI MU	Institutional
20.	Promoting equal treatment in the selection process	Consider periodic refresher training, for example every three years, to ensure that selection committee members are always up to date with the latest procedures and rules.	Medium	Selection committees	Ongoing	Training courses conducted, attendance sheets	FI MU	Individual
21.	Support for equal opportunities	Consider formalizing a set of questions for interviews with departing employees.	Low	Employees	Till the end of 2025	A formalized scenario of questions is created	FI MU	Institutional
22.	Support for equal opportunities	Introduce a job position or position to support the adaptation of foreign employees	Low	Employees	Till the half of 2025	The job position has been established.	FI MU	Institutional
23.	Support for equal opportunities	Translate all internal guidelines, systems, and regulations into English.	Medium	Employees	Till the end of 2025	Internal documents are translated into English.	FI MU	Institutional

4. BALANCED REPRESENTATION OF WOMEN AND MEN IN MANAGEMENT POSITIONS

No.	Goal	Measures/actions—description	Priority	Target group	Timing	Indicators	Responsibility/implementation (faculty/other unit)	Level
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24.	Supporting women scientists in their career advancement	Actively identify and encourage qualified women to run for the academic senate. Provide them with the information and support they need to run successfully. Set goals (key performance indicators) for increasing the number of women in leadership positions.	High	Employees	Ongoing	The goals are set	FI MU	Individual
25.	Supporting women scientists in their career advancement	Implement mentoring to support women's career growth	Medium	Employees	Till the end of 2026	Mentoring is implemented	FI MU	Individual

5. MEASURES AGAINST SEXUAL HARASSMENT AND OTHER FORMS OF GENDER-BASED VIOLENCE

No.	Goal	Measures/actions—description	Priority	Target group	Timing	Indicators	Responsibility/implementation (faculty/other unit)	Level
26.	Prevent bullying and sexual harassment at FI MU	Include a point from the MU Code of Ethics that directly describes the situation of romantic and/or sexual relationships between students and teachers in the Code of Ethics for FI instructors.	High	Employees, students	Till the half of 2025	Revision of the Code of Ethics for FI Instructors	FI MU	Institutional
27.	Prevent bullying and sexual harassment at FI MU	Inform employees and students about the specific authorities they can turn to in different situations. Everyone should be familiar with which authorities and departments are responsible for different types of complaints and for resolving specific problems at the appropriate level.	High	Employees, students	Till the half of 2025	Published procedure for handling various types of complaints	FI MU	Institutional
28.	Prevent bullying and sexual harassment at FI MU	Regularly train FI MU employees on topics related to communication, gender-based violence, and gender-sensitive language.	High	Employees	Ongoing	Training courses conducted, attendance sheets	FI MU	Individual
29.	Prevent bullying and sexual harassment at FI MU	Revise the Ethics and Rights Protection webpage so that information on sexual harassment and gender-based violence is more visible and easier to find.	High	Employees, students	Till the half of 2025	Revised Ethics and Rights Protection Website	FI MU	Institutional
30.	Prevent bullying and sexual harassment at FI MU	Monitor complaints directed at FI MU. Statistical information should include the category of sex/gender, the position of those involved, the type of behavior involved in each case (mobbing, bossing, sexual harassment, etc.), and, last but not least, the outcome of the complaint.	Medium	Employees, students	Ongoing	Statistics on complaints filed, including the category of gender, the status of those involved, the type of behavior involved in each case, and the outcome of the complaint.	FI MU	Institutional

6. THE GENDER DIMENSION IN RESEARCH AND INNOVATION

No.	Goal	Measures/actions—description	Priority	Target group	Timing	Indicators	Responsibility/implementation (faculty/other unit)	Level
31.	Support for the gender dimension of research	Train relevant employees on the topic of "The gender dimension in research topics."	Medium	Employees	Ongoing	Training sessions are held. Attendance sheets from training sessions.	FI MU	Institutional

7. STUDIES AND STUDENT POPULATION

No.	Goal	Measures/actions—description	Priority	Target group	Timing	Indicators	Responsibility/implementation (faculty/other unit)	Level
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32.	Prevent bullying or sexual harassment in the environment of external companies	Include a clause in cooperation agreements with external companies from the position of FI declaring the rejection of negative work practices on the part of the company and clearly stating the consequences in the event that this point is not complied with.	High	Students	Till the half of 2025	Revised template for contracts	FI MU	Individual
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