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## **Gender Equality Plan**

### **1. Context**

The Faculty of Agriculture in Novi Sad is an institution of higher education and research whose mission is promoting academic excellence, development of scientific disciplines and dissemination of the acquired knowledge to the economy and society. The Faculty of Agriculture is dedicated to accomplishing its mission, by achieving excellent results in the educational and scholarly activities and their application in practice. The Faculty of Agriculture provides education for the young generations, provides scientific and professional knowledge to the economy and financial security to the employees. All activities are aimed at personal development of the individuals and promotion of the fundamental human rights and freedoms, providing equal opportunities, equality and inclusiveness in studying and work. Only in this way can the Faculty of Agriculture realize its vision to reach the highest levels of excellence striving for the best, as an equal partner in the united European space of higher education and research.

The Faculty of Agriculture adopted the legal acts on gender equality and implementation of gender equality policies at all levels of the organizational structure. The adopted acts are in accordance with the regulations of the Republic of Serbia and comprehensive EU legal and political documents incorporated into positive law.

Gender equality policies are thus an integral part of the valid acts of the University of Novi Sad and the Faculty of Agriculture (Statutes, Regulations, Codes, etc.). Implementation of the adopted equality and gender equality policies is the responsibility of the management and supervision bodies of the Faculty, as well as the Gender Equality Committee of the Faculty of Agriculture in Novi Sad. The Committee is to appoint a person responsible for gender equality.

The Gender Equality Plan (hereinafter: Plan) defines the activities and measures to be implemented in the period 2021-2025 at the Faculty of Agriculture, University of Novi Sad. The Plan also defines the responsibilities of the implementation team, as well as the institutional framework providing support in realization of the planned goals, and indirectly also the strategy of the Faculty. The Plan is in accordance with relevant strategic documents of the Faculty and



legal regulations. The overview of the measures, expected outcomes and progress indicators, together with implementation timeframe, can be found in the attachment.

Preparation of the Plan is supported by Horizon 2020 project entitled: *Co-Create Change in Research Funding and Performing*<sup>1</sup>, acronym: Co-Change (project number: 873112), through project activities (establishing the Gender Equality Committee, discussions, meetings, surveys) aimed at providing the conditions for achieving gender equality in the institution. Co-Change project and the project team members of the Faculty contribute to this cause primarily by defining the institutional goals and measures, including preparation of the Plan, and establishing the institutional framework for implementation of the Plan.

The process of the Plan preparation was preceded by the following activities: establishing the Gender Equality Committee at the Faculty of Agriculture, analyzing the current situation of gender equality, arranging meetings, discussions and surveys and developing the methodology for effective implementation of the Plan.

The results of the data analysis (collected in 2018 in a free form, and in 2019 as an analysis of individual indicators), meetings, discussions and the survey conducted in the period February-March 2021 identified the key areas requiring introduction of measures for achieving gender equality and set the goals, measures, available resources and timelines.

Monitoring and evaluation will be carried out regularly to assess the achieved goals. In case of difficulties, irregularities or insufficient progress in implementation of the measures, they will be corrected and improved in order to achieve the set goals as quickly and efficiently as possible. Monitoring will be carried out using progress indicators obtained by data collection, analysis and reporting. This will be a permanent activity as a way to improve implementation of the Plan.

The measures defined by the Plan are divided into 4 (four) key areas:

- KA1: Management and decision making;
- KA2: Employees and career development;
- KA3: Teaching;
- KA4: Research and Science.

The Plan will have its own budget for implementation of the measures. The budget will be defined in accordance with the acts of the Faculty based on the set timeframes, duration of measures, required number of participants, types of costs, etc.

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The Gender Equality Plan of the Faculty of Agriculture was adopted by the Faculty Council at XXVII session held on October 28<sup>th</sup>, 2021. Before reaching the Council, the Plan was submitted for consideration to the Student Parliament and the Trade Union Organization of the Faculty.

Adoption of the Plan as a formal act is an institutional change and a strategy which will remove obstacles to achieving gender equality in two ways: directly at the Faculty of Agriculture, and indirectly in higher education and research. The ultimate goal is to enable everyone to have the career they deserve, regardless of the differences and in accordance with the equality policies. According to the priorities of the European Union (ERA priority no. 4), the dimension of gender equality especially refers to: scientists' careers at all levels, positions in the decision-making and supervision bodies of the institution and the content of the research and innovation.

The Plan comprises a set of actions intended to:

- analyze the current practices regarding the existence of discrimination on the grounds of gender;
- define and implement innovative strategies for correction of any type of discrimination;
- set the goals and monitor the progress by using the indicators.

The Plan is a set of special measures aimed at achieving the gender balance. These measures are also aimed at implementation of equal opportunity policies, absence of discrimination based on gender and gender characteristics and prevention of unequal treatment and violence in all forms of paid employment and studying at the Faculty.

In addition, the Plan should contribute to:

- full understanding of the equality and gender equality policies at the Faculty of Agriculture;
- integrating the dimension of gender equality in all processes, activities and programs at the Faculty;
- supporting the employees and human resources policies;
- increasing availability of resources for promoting gender equality.

Table: Plan for 2021-2025

Key areas	Aim	Measures	Responsibility for the application of measures	Expected outcome	Indicators	Time frame				
						2021	2022	2023	2024	2025
Management and decision-making	Creating the institutional support framework for gender equality.	Establishing a Board which will supervise the implementation of measures, propose new acts and procedures and changing of the existing ones so that gender equality principles are applied efficiently.	Dean's Office	Regular information on respecting gender equality. Acts in accordance with the existing regulations.	The introduction of a formal act on the appointment of the members of the Board.	x				
	Creating the institutional support framework for gender equality.	Appointing a person in charge of gender equality who will ensure that gender equality principles are respected in cooperation with the Board.	Dean's Office	Team work and efficient application of gender equality principles in processes, supervision and data collecting. Evaluation of current state.	The introduction of a formal act on the appointment of the person in charge of gender equality.	x				
	Creating the institutional support framework for gender equality.	Collecting relevant data on the application of gender equality sorted by sex and their submission to relevant institutions.	Dean's Office	Annual report on gender equality at the Faculty submitted to competent institutions.	Statistical data for the report submitted to competent institutions.	x	x	x	x	x
	Creating the institutional support framework for gender equality.	Encouraging balanced gender representation in management and supervision bodies (management and supervision bodies) and positions of authority.	Dean's Office	Organizational culture of respecting differences and gender equality.	Outcome of the analysis of women's representation in decision-making and managing positions.	x	x	x	x	x
	Gender equality promotion in the institutional practice.	Providing financial resources for the full application of the Plan. Organizing follow-up meetings with gender equality bodies in order to ensure the full application of the Plan.	Dean's Office	Resources for the efficient application of the Plan. Developed employees' and students' awareness of the significance of gender sensitive issues.	Passing an annual budget for the implementation of the Plan .		x	x	x	x
	Creating the institutional support framework for gender equality.	Preventing unequal treatment and sex-based violence including sexual harassment. Reporting cases of violence and harassment when they happen. Clearly prescribed procedures, and employees' and students' developed skills of acting in such cases.	Dean's Office	Preventing and processing discrimination and violence cases. Efficient implementation of acts and principles.	Report on the number of complaints and procedurally resolved cases of unequal treatment and/or violence before and after the application of the measures.		x	x	x	x
	Gender equality promotion in the institutional practice.	Employees' continuous professional improvement and counseling regarding the encouragement of gender equality, and the recognition of and protection from discrimination. Online guidelines, encouragement, negotiation techniques and the establishment of equal positions in favor of the unequally represented sex.	Dean's Office	Efficient application of the Plan. Employees' and students' developed awareness of the significance of gender-sensitive issues.	The number of organized seminars for the teaching and administration staff and the number of their attendees.		x	x	x	x

	Gender equality promotion in the institutional practice.	Providing equal opportunities for doing sports actively without any sex- or gender-based discrimination. Encouraging such activities.	Dean's Office	Increased number of persons of the less represented sex who do sports actively.	Statistical data for the report to relevant government institutions.		x	x	x	x
Employees and career progression	Promoting processes that support gender-sensitive employment, career and appointment.	Creating the best possible working environment and promoting equal opportunity within the management of human resources. Developing tools for recording and following career advancements with the data regarding sex, age, academic promotion average age (researchers).	Dean, Academic Promotion Board, HR Administrator, Person in charge of gender equality	Hiring employees and their promotion regardless of their sex.	Statistical data for the report to relevant government institutions. Percentage of representation by sex.	x	x	x	x	x
	Promoting processes that support gender-sensitive employment, career and appointment.	Eliminating negative consequences of using maternity leave and child care leave.	Secretary Office, Finance and Accounting Office, Project Managers.	If project rules allow, project team members are paid leave benefits while on maternal leave or child care leave.	Reports on paid leave benefits to project team members who are on maternal leave or child care leave.	x	x	x	x	x
	Balancing career and private life.	Encouraging men to use child care leave.	Managers of organizational units, Dean, Person in charge of gender equality.	A bigger share of men in the total number of employees using child care leave.	Statistical data collected for the report to relevant government institutions.	x	x	x	x	x
	Balancing career and private life.	Enhancing IT support for work from home. Introduction of flexible working hours in order to balance familial and professional duties.	IT Office, Dean's Office	More employed women (less represented sex) who use ICT for professional purposes and flexible forms of work.	The number of website visits, new accounts, and allocated user's names. Members of less represented sex using ICT for professional purposes.	x	x	x	x	x
Teaching	Promoting gender equality and including it in the curriculums.	Improving the contents of textbooks and teaching materials in terms of gender equality. Making gender equality content part of the curriculum, study programs, textbooks and teaching materials.	Vice-Dean for Academic Affairs, Heads of Departments, Managers of Study Programs.	Gender equality standard part of teaching process.	The number of new courses. The number of developed and executed programs.	x	x	x	x	x
	Promoting gender equality and including it in the curriculums.	Supervising balanced sex representation during the admission to all study levels and during the use of teaching contents and ICT technologies.	Vice-Dean for Academic Affairs, Student Affairs Office, Person in charge of gender equality, Library.	Gender equality standard included in the teaching process.	Library report on the number of members and Student Affairs Office's report on the number of admitted students at all levels of studies; the number of Internet content users by sex.	x	x	x	x	x
	Promoting gender equality and including it in the curriculums.	Developing tools; developing and executing training; supporting students to recognize and report any instance of gender-based discrimination and violence.	Vice-Dean for Academic Affairs, Study Programs Managers, IT Office, Student Parliament.	Gender equality standard included in the teaching process.	The number of organized student seminars and their attendees. Available information about discrimination and violence on the website. Mentoring developed in accordance with gender sensitive education.		x	x	x	x

	Promoting gender equality and including it in the curriculums.	Improving visibility and inclusion of sensitive social groups and persons in greater risk of terminating their education because of their sex, gender, marital status, and other socio-economic conditions.	Vice-Dean for Academic Affairs, Study Programs Managers, Student Affairs Office.	Lower number of students from vulnerable categories who terminate their higher education.	Results of the report on admission and inclusion of vulnerable groups in educational activities at the institutional level before and after the application of the measures.		x	x	x	x
<b>Research and Science</b>	Increasing gender equality in research.	Collecting and managing data containing gender components related to money allocation, publishing, projects, innovations, and excellence within the register of data sorted by sex and collected for institutions in charge.	Vice-Dean for Academic Affairs, Person in charge of gender equality, International Cooperation.	Annual report on gender equality.	Results of the analysis of the percentage of women (or the less represented sex) in lifelong education programs, research and projects, and their affirmation (visibility) in science.		x	x	x	x
	Increasing gender equality in research.	Including gender perspective in all stages of scientific research, preparation and running of scientific research projects, publications and formation of research teams, and in bodies in charge of the evaluation of scientific research work.	Vice-Dean for Science, Person in charge of gender equality, Co-Change Project Team, Project Managers.	Equal availability of research regardless of sex and research area.	Results of project managers' reports (and published scientific papers).		x	x	x	x
	Increasing gender equality in research.	Encouraging local community authorities to include gender equality as an additional assessment criterion when announcing calls for financing of projects.	Researchers, Co-Change Project Team.	Equal availability of financing sources regardless of sex.	Results of project managers' reports (and published scientific papers). The number of projects accepted for financing with (additional)gender equality criteria.		x	x	x	x
	Promoting gender equality and prohibiting discrimination in research.	Public praising and awarding publications, dissertations, and multidisciplinary research teams who respected gender equality standards during their formation.	Vice-Dean for Science, Researchers.	Increased number of publications based on gender equality principles.	Results of the reports on the number of awarded researchers and research teams.		x	x	x	x