

Annex No. 141 to the Regulation of the SGGW Rector of 31 December 2021 on the implementation of the
"Gender Equality Plan for the SGGW Warsaw for the years 2022-2025"



Gender Equality Plan SGGW

THE GENDER EQUALITY PLAN FOR THE WARSAW UNIVERSITY OF LIFE SCIENCES, 2022-2025

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Gender Equality Plan for the SGGW Warsaw for the years 2022-2025 adopted by Regulation of the SGGW Rector
of 31 December 2021

Warsaw, 2021

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INTRODUCTION

We present to you the "Gender Equality Plan for the Warsaw University of Life Sciences for the years 2022-2025", which was conceived and designed for the entire community of the SGGW - for people working, studying, and educating at doctoral schools. Its main goal is to make the Warsaw University of Life Sciences a friendly and safe place for the entire community of the SGGW, functioning in accordance with the principle of equal treatment with respect for equality and diversity as the principles, that ensure the well-being of all people working and studying at the University and enable development and use of their potential.

The adoption of this Plan complements and extends the scope of pro-equality and anti-discrimination measures, implementing the commitments undertaken by the SGGW in regards with awarding it with the "HR Excellence in Research"¹, by the European Commission, and for continuous improvement of personnel and recruitment policies, including the development of equality policies. The Gender Equality Plan for SGGW develops the assumptions contained in the "Strategy for the development of human resources taking into account the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers 2015-2019"² and integrates the activities for equality conducted so far at SGGW with some new initiatives. This plan is in line with the objectives and assumptions of the SGGW Anti-Discrimination Standard. It complements and develops the objectives and assumptions of the equal treatment policy implemented at SGGW. It is also intended to implement the recommendations of the European Commission regarding the implementation of the Gender Equality Plan in research units³.

The need to introduce integrated equality measures at universities is indicated by institutions dealing with science and quality of education, and human rights. The European Commission lists the following goals of the gender equality strategy in research and innovation: promoting equality in research careers, ensuring gender balance in processes and decision-making bodies, integrating the gender dimension into the research and innovative content.

As set out in the European Commission Communication on a Strengthened European Research Area, EU Member States are encouraged to: removing legal and other barriers to recruitment, maintaining and developing women's careers in science while fully respecting EU law on gender equality (Directive 2006/54 / EC), as well as addressing gender inequality in decision-making processes, and ensuring that at least 40% of the under-represented gender is participating in the committees involved in recruitment / career development and creating and evaluating research programs⁴. Moreover, having an Equality Plan

¹ The Human Resources Strategy for Researchers and Action plan in the Warsaw University of Life Sciences based on the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers <https://www.sggw.edu.pl/en/home/science/hr-excellence-in-research/>

²https://www.sggw.edu.pl/wpcontent/uploads/2021/01/SGGW_HR_Strategia_i_Plan_Dzialania_14_11_2016_korekt_a-24_03_2017.pdf

³ European Institute for Gender Equality (2016) Gender Equality in Academia and Research.

<https://eige.europa.eu/gender-mainstreaming/toolkits/gear/objectives-gender-equalityresearch>

4 0 DYREKTYWA 2006/54/WE PARLAMENTU EUROPEJSKIEGO I RADY z dnia 5 lipca 2006 r. w sprawie wprowadzenia w życie zasady równości szans oraz równego traktowania kobiet i mężczyzn w dziedzinie zatrudnienia i pracy <https://eur-lex.europa.eu/legal-content/PL/TXT/PDF/?uri=CELEX:32006L0054&from=RO>

by universities determines the financing of scientific research⁵ in the Horizon EUROPE 2021-2027⁶. The necessity to introduce anti-discrimination measures is also indicated by the results of research conducted by Polish universities⁷. In the opinion of the Central Council of Science and Higher Education, "matters related to the phenomenon of discrimination deserve a great deal of attention from the academic community (...). The Central Council fully shares the opinion that the academic space should be free from all forms of discrimination, and any manifestations of it should be met with immediate counteraction. (...) the issue of preventing discrimination is, according to the Central Council, so important that it is worth considering enrichment of the relevant provisions of the university statutes, as the most important internal acts that regulate their operation"⁸.

The Gender Equality Plan for SGGW was developed on the basis of the guidelines for the preparation of the Gender Equality Plan⁹, analysis of similar types of documents in force at Polish and European universities¹⁰ and based on the results of a diagnosis carried out at the SGGW in the second half of 2021. In order to prepare it, Coordinators for Equal Treatment appointed by university units were involved. Their work allowed for the recognition of the needs and other issues related with the equal treatment at the University. The coordinators were supported by female and male students, who were also engaged in researching their colleagues to prepare a reliable diagnosis of all students and shared their ideas on anti-discrimination measures.

The Gender Equality Plan for the SGGW is a strategy planned for the years 2022-2025, and its internal evaluation will take place after two years, in 2024. In the first year of implementation of the Gender Equality Plan for SGGW, a schedule, and short, medium, and long-term activity plans will be developed. To implement those plans some changes of existing procedures, and some new procedures are needed. The Gender Equality Plan for SGGW is based on objectives to be implemented through specified activities, and their effectiveness will be monitored by means of specific indicators, namely: a diagnosis i.e., the most important conclusions from the research carried out in 2021 at the SGGW on gender and the discrimination problem, a plan for the implementation of the three objectives with an indication of activities and indexes, as well as their discussion

⁵ Gender Equality Strategy 2020-2025: <https://eurlex.europa.eu/legalcontent/EN/TXT/?uri=CELEX%3A52020DC0152> Published in the updated SwafS Work Programme, on page 76, where it states: "In Horizon Europe, having in place a Gender Equality Plan (GEP) will become an eligibility criterion for public research and innovation organizations. As a result, research institutions applying for funding will be required to have a GEP in place."

⁶ Program Horyzont EUROPE 2021-2027 - program inwestycyjny UE w zakresie badań naukowych i innowacji.

⁷ Raport „Doświadczenie molestowania wśród studentek i studentów. Analiza i zalecenia RPO” , <https://rpo.gov.pl/pl/content/molestowanie-wsrod-studentek-i-studentow-analiza-i-zalecenia-rpo>; Raport „Molestowanie na polskich uczelniach publicznych”, <https://www.hfhr.pl/wp-content/uploads/2020/01/%E2%80%9EMolestowanie-na-polskich-uczelniach-publicznych%E2%80%9D-%E2%80%93-raport-HFPC.pdf>

⁸ Rada Główna Nauki i Szkolnictwa Wyższego (RGNiSW). Pismo z 9 września 2016 r. (sygnatura DSW.ZNU.621.91.2015.3.Eko)

⁹ What is a Gender Equality Plan (GEP) | European Institute for Gender Equality <https://eige.europa.eu/gender-mainstreaming/toolkits/gear/what-gender-equality-plan-gep>, Horizon Europe guidance on gender equality plans <https://op.europa.eu/en/publication-detail/-/publication/ffcb06c3-200a-11ec-bd8e-01aa75ed71a1/language-en/format-PDF/source-232129669>

¹⁰ Plan Równości Płci dla Politechniki Krakowskiej http://www.kst.pk.edu.pl/images/GEECCO/GEP/GEPdlaPK_v4.pdf
Plan Równości płci dla Uniwersytetu Warszawskiego <https://monitor.uw.edu.pl/Lists/Uchway/Attachments/5574/M.2020.371.Zarz.194.pdf>



DIAGNOSIS

1. DIAGNOSIS

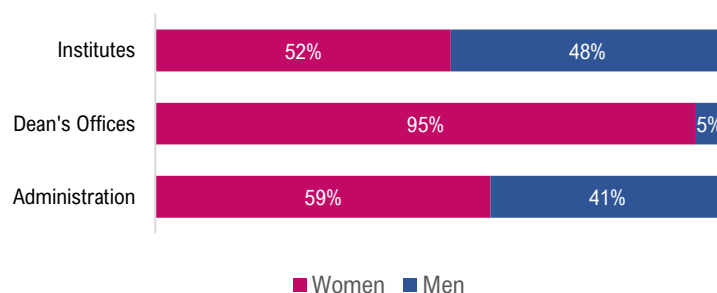
1.1. WOMEN AND MEN IN SGGW SOCIETY

The purpose of the first analyses aimed at collecting data and creating a database necessary to create the Gender Equality Plan for SGGW was examining and describing the current gender distribution among employees, as recommended by the European Charter for Researchers¹¹, including academic degrees and positions, and among male and female students, and male and female PhD students. People employed in the SGGW administration were also taken into consideration. For this purpose, an analysis of the condition of the SGGW students and employees hired in the academic year 2020/2021 was carried out based on the data sent from HR and Payroll Office, HR Office, Student Affairs Office, Research Support Office, National Projects Office, Structural Projects Office, Research Service Office, and based on the POLON GUS10 report as of December 31, 2020. The results of the analyses were fully published in the report entitled *Gender at SGGW. Gender structure of people studying and working at the Warsaw University of Life Sciences*, ed. Emilia Paprzycka, Ewelina Grzegorzewicz, Warsaw 2021. Selected results and conclusions of the analyses are presented below.

1.1.1. Women and men working at SGGW according to place of employment, position, academic title

Among the people employed at the SGGW, there are more women than men (59%; 41% respectively), among those employed in Institutes and interinstitutional units, and in administration in general.

Chart 1. Gender structure of people employed at SGGW in Warsaw by place of work

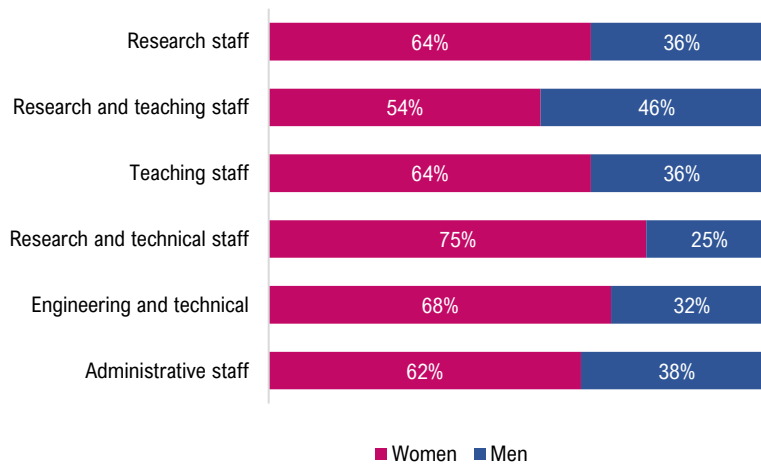


The gender ratio is the most similar among people employed as research and teaching staff. In the remaining categories, the majority are women: research and technical workers (75%) and engineering and technical workers (68%), teaching staff (64%), research workers (64%), and administrative workers (62%).

¹¹ European Charter for Researchers

https://cdn5.euraxess.org/sites/default/files/domains/pl/karta_i_kodeks_broszura_pl.pdf

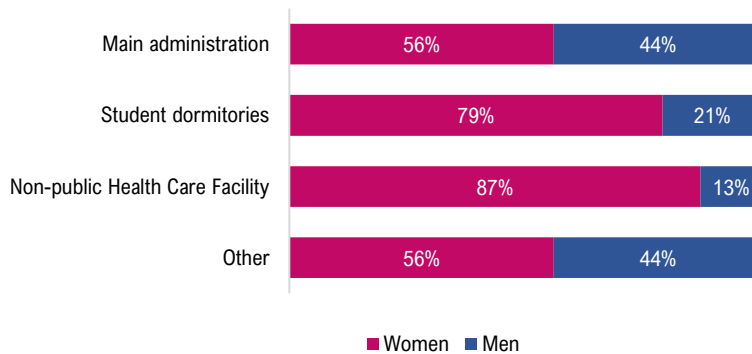
Chart 2. Gender structure of people employed at SGGW in Warsaw by position.



Male and female administrative staff

The gender ratio of people employed in administration is 59% of women and 41% of men. The majority of women (56%) are among those employed in central administration, and in the case of people employed in DSs (dormitories) and NZOZ (non-public healthcare facility) women constitute the vast majority (79%; 87% respectively). In other administration units, the gender proportion is 56% women and 44% men.

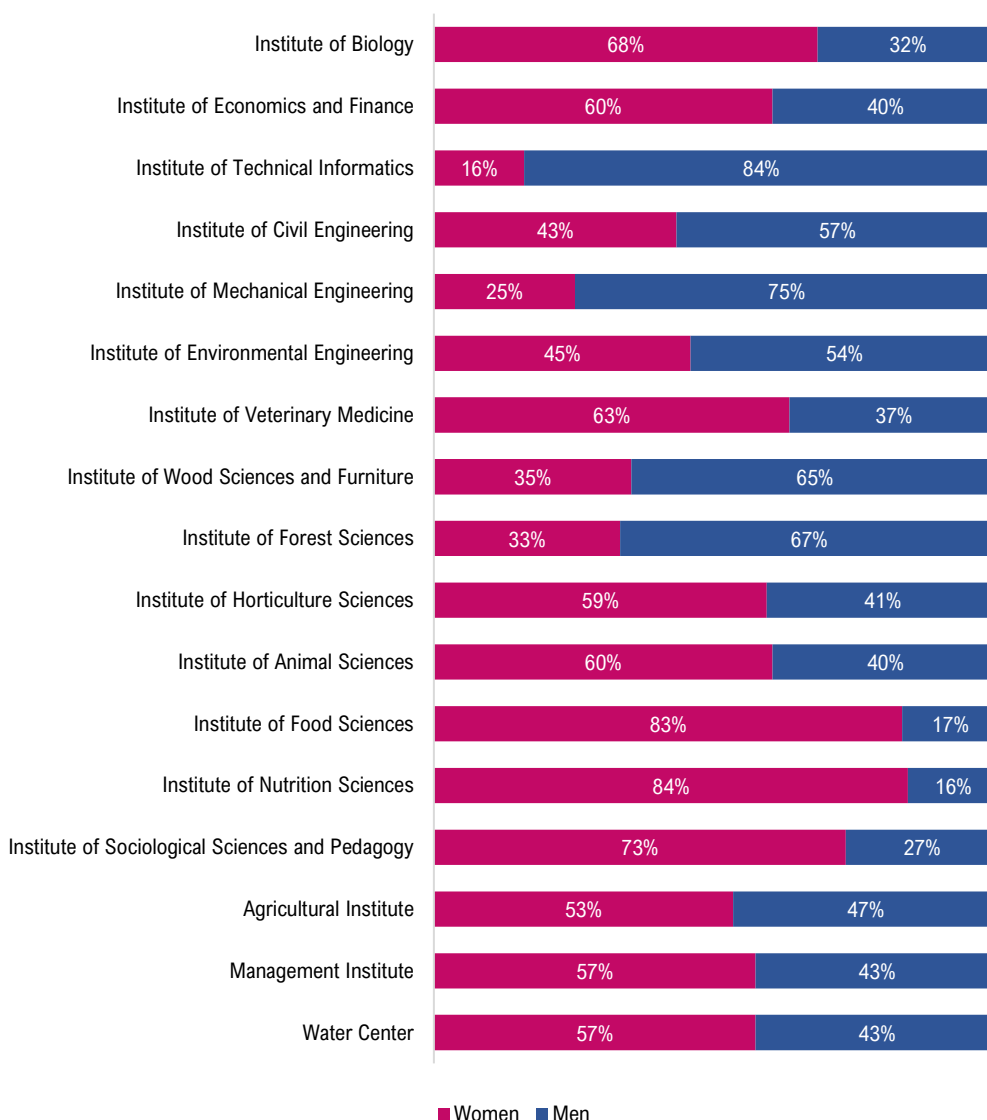
Chart 3. Gender structure of people employed as administrative staff at SGGW



SGGW Male and Female scientific staff

Among seventeen Institutes, including one interdisciplinary, in eleven of them the share of women among the employed is higher than that of men. On the other hand, the proportion of men is higher in six Institutes. These are the institutes of: Technical Informatics, Civil Engineering, Environmental Engineering, Mechanical Engineering, Forestry, Wood Sciences and Furniture. At the Physical Education and Sports Department there are more men (60%), and at the Language Teaching Centre there are more women (86%), respectively.

Chart 4. Gender structure at SGGW Institutes and Units.



Gender structure of the managing staff / University authorities

In the 2020-2024 term, in the University Authorities, i.e., the Rector's College, the SGGW Senate, the University Council - the majority are men. The gender ratio in the Committees are as follows: Rector's Committees - 61% of men and 39% of women; Senate Committees - 54% of men and 46% of women; University Committees 55% of men and 45% of women. The chairmen of committees are most often men (76%), and secretaries are women (76%). The gender ratio is similar among the Rector's Plenipotentiaries.

The genders disproportion occurs in the Authorities of Departments and Institutes. The Dean's function is more often performed by men, and the Vice-Deans by women. The vast majority of Institutes' Directors are men. Out of seventeen Institutes, the position of Director is held by four women, although the proportion of employed women is higher than that of men in eleven Institutes. In the Doctoral School, both the Director and the Deputy are women.

The gender ratio is similar among the Deputy Directors of Institutes and Heads of Departments as well as of Independent Units and Laboratories.

Chart 5. Gender structure of the University Authorities

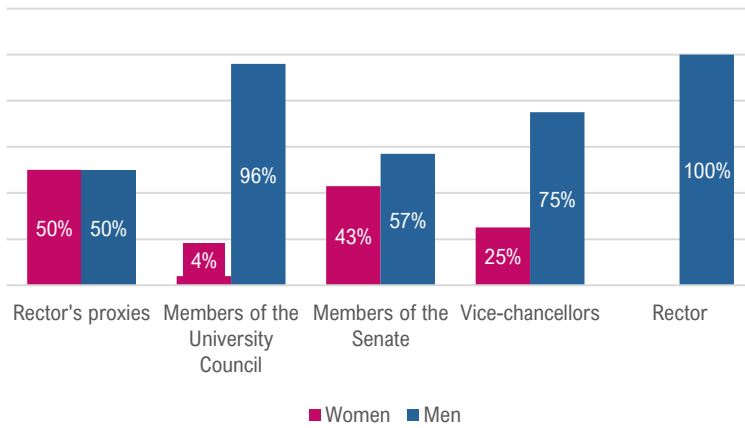


Chart 6. Gender structure of the managing staff - main administration

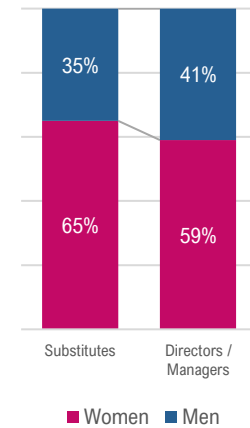


Chart 7. Gender structure of the Institutes' authorities

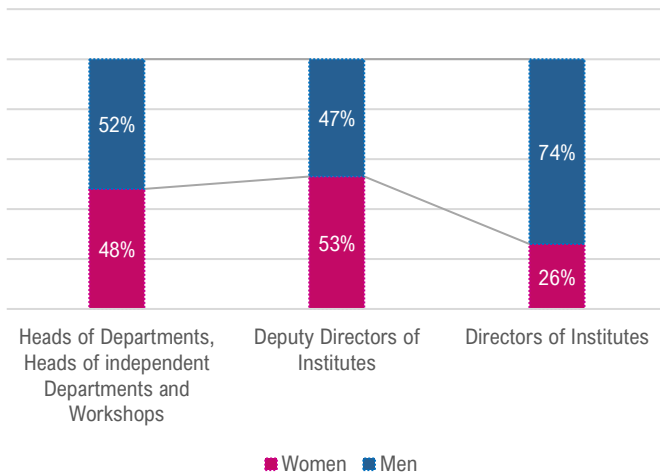
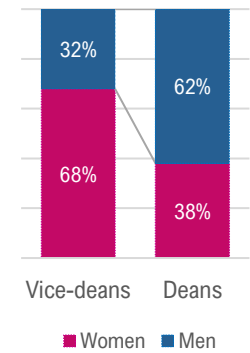


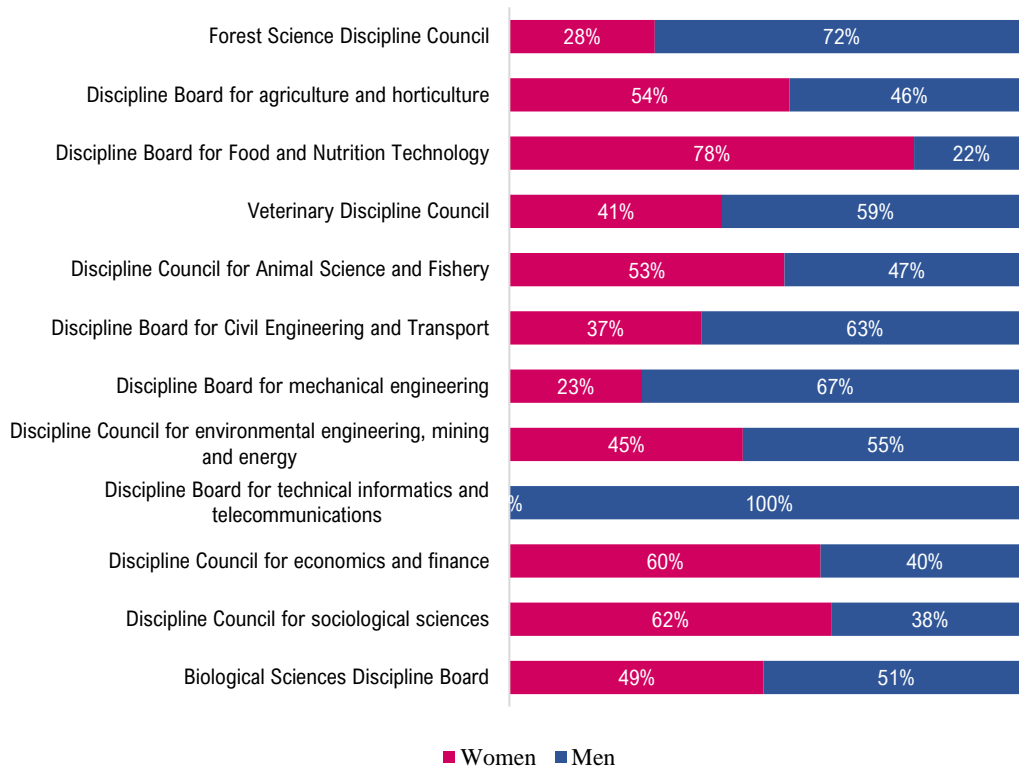
Chart 8. Gender structure of the faculties' authorities



Gender structure in Discipline Boards

The gender structure in the Discipline Boards reflects the gender structure of the Institutes where people representing specific disciplines are employed. Of the twelve Discipline Boards, seven have a male share greater than female, including three (forestry, civil engineering and transportation, mechanical engineering) the proportion of women is less than 40%, and one - IT and telecommunications - is made up of men only.

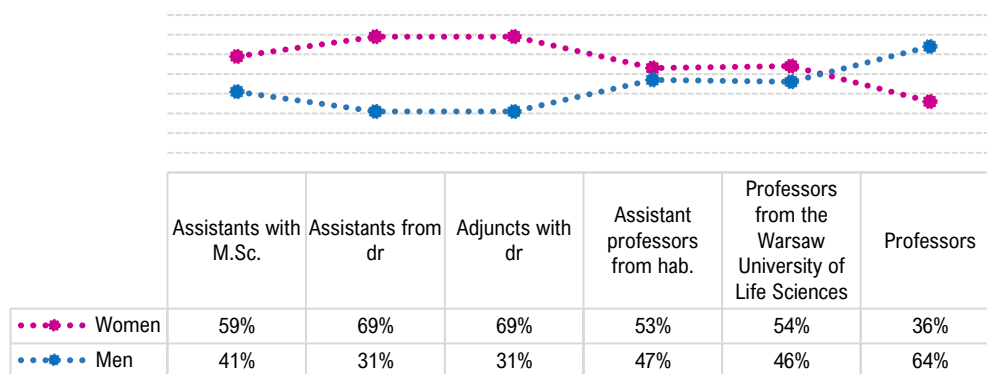
Chart 9. Gender structure in Discipline Boards



Gender structure by positions and academic titles / degrees

The gender proportion in the structure of positions varies. Women are more often employed in the positions of assistant lecturer with a master's degree, assistant with a doctorate, and assistant professor with a doctorate. For the position of assistant professor with post-doctoral degree and professor at the SGGW, the gender ratio is equal, while the majority of professors are men.

Chart 10. Gender structure of SGGW employees by position.



The analysis of the gender ratio among people working at SGGW in terms of their title, academic degree, and professional title showed that only in the case of people with the title of professor, women constitute a clear minority - one-third of professors at SGGW are women. On the other hand, in the remaining groups designated on the basis of the criterion of the academic / professional title and the academic degree, the majority of women is visible. Women make up half of the university professors and half of those with a postdoctoral degree, more than half of doctors, and the majority of masters. The analyses show that the critical moment in the development of women's scientific careers is post-doctoral period.

Chart 11. Gender structure of SGGW employees according to the academic title/degree.

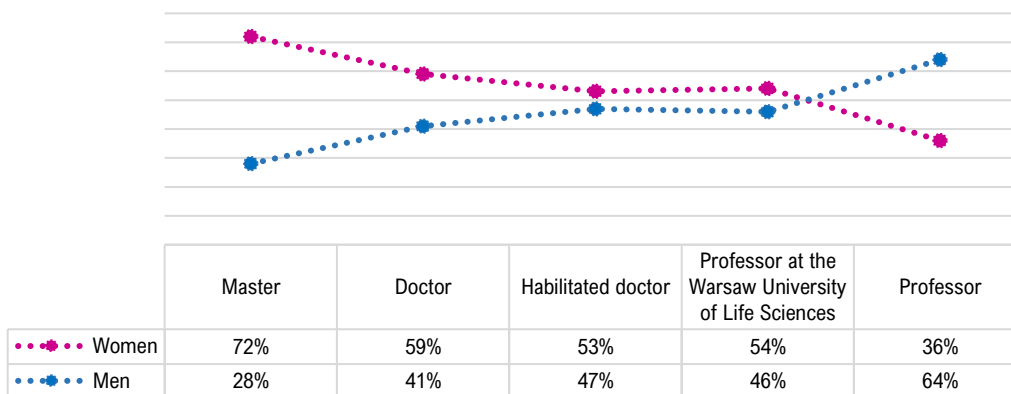
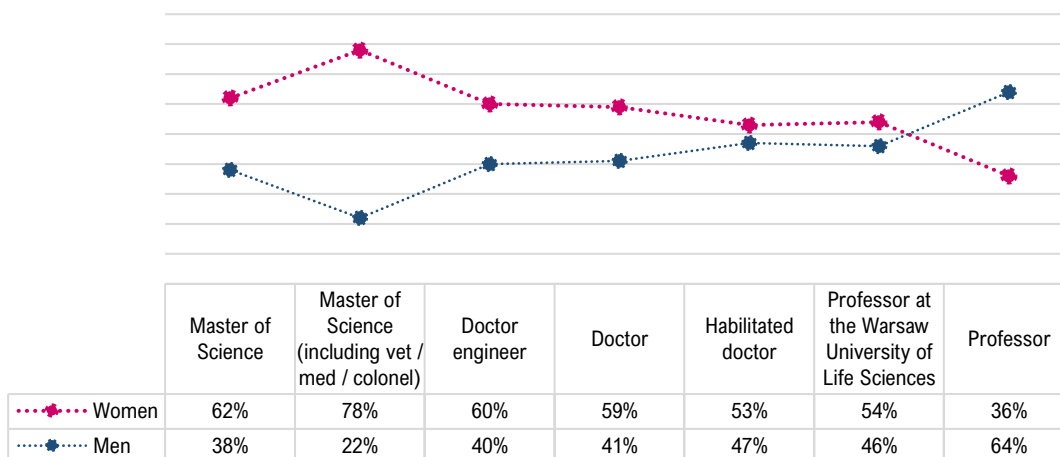


Chart 12. Gender structure of SGGW employees according to the educational background – detailed analysis in terms of the academic title, academic degree and professional title.

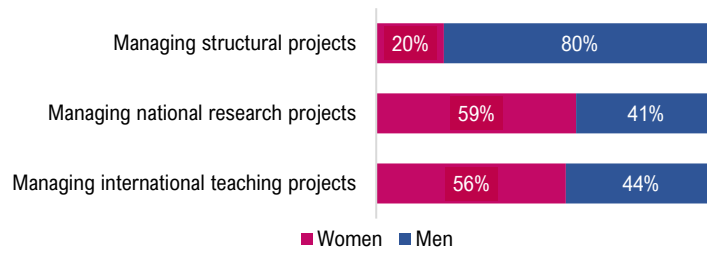


The analyses carried out separately for each of the gender groups showed that in the group of women working at SGGW, 6% hold the academic title of professor, 9% university professor, 13% hold a postdoctoral degree, 48% a doctoral degree, and 24% hold a master's degree. In the group of men, 14% have the academic title of professor, 11% are the SGGW professors, 16% have a postdoctoral degree, 43% have a doctoral degree, and 16% have a master's degree. These analyses indicate the existence of limitations in terms of promotion to the position of university professors for both women and men. Despite obtaining the academic post-doctoral degree and moving to the category of the so-called independent workers, 4% of women and 5% of men are not promoted to the position of the SGGW professor (former associate professor) due to barriers created at the University level.

The gender structure of project managers

Project management analyses show that men manage structural projects more often than women, while women manage international teaching and national research projects more often than men.

Chart 13. Gender structure of project managers at SGGW



Conclusions:

More women are employed at the SGGW, but this is not reflected in the structure of the University, Institutes and Faculties' authorities, as well as in the structure of academic titles / degrees. The obtained data show that at the SGGW the employment structure of women and men, respectively, at subsequent stages of the scientific career is similar to the structure in most European countries, and using the terms applicable to the concepts of discrimination, it is possible to observe the "scissors effect", "glass ceiling " and "leaky pipeline"¹² effects.

1.1.2. Women and men studying at SGGW according to study type, faculty, and specialisation

The share of women among students at the SGGW is higher than men (59%, and 41%, respectively). The majority of women occurs in all types of studies (1st, 2nd cycle, and Master's). As far as all types of part-time studies are concerned, the gender ratio is similar, while in part-time second-cycle and long-cycle studies, the majority of students are women.

Chart 14. Gender structure of the SGGW students according to study type, faculty, and specialisation

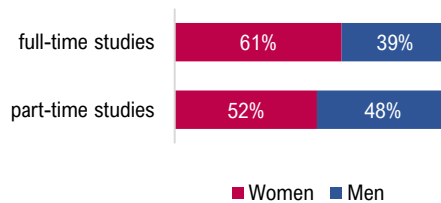


Chart 15. Gender structure at full-time studies

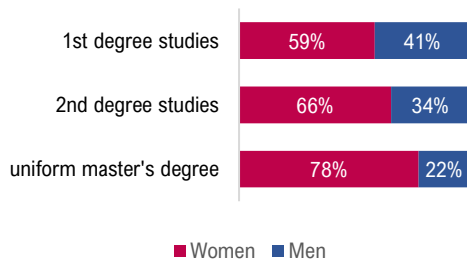
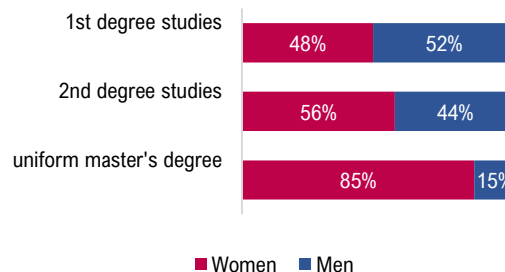


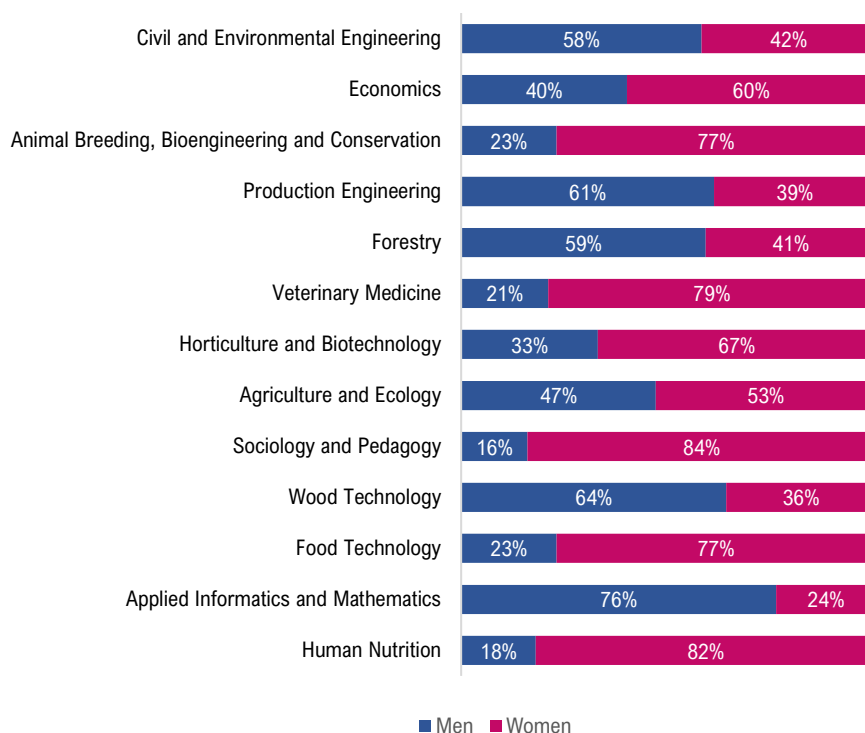
Chart 16. Gender structure at part-time studies



¹² The European Commission - <http://ec.europa.eu>

At thirteen faculties, where the education process at the SGGW¹³, is carried out, out of five, the percentage of male students is higher than women. These are the following Faculties: Applied Informatics and Mathematics (76% men), Wood Technology (64% men), Production Engineering (61% men), Forestry (59% of men), Civil and Environmental Engineering (58% men). Women constitute the majority of students at the remaining seven Faculties. These are the faculties: Sociology and Pedagogy (84% women), Human Nutrition (82% women), Veterinary Medicine (79% women), Animal Breeding, Bioengineering and Conservation (77% women), Food Technology (77% women), Horticulture and Biotechnology (67% women), Economics (60% women). At the one named the Faculty of Agriculture and Biology; the gender ratio is similar.

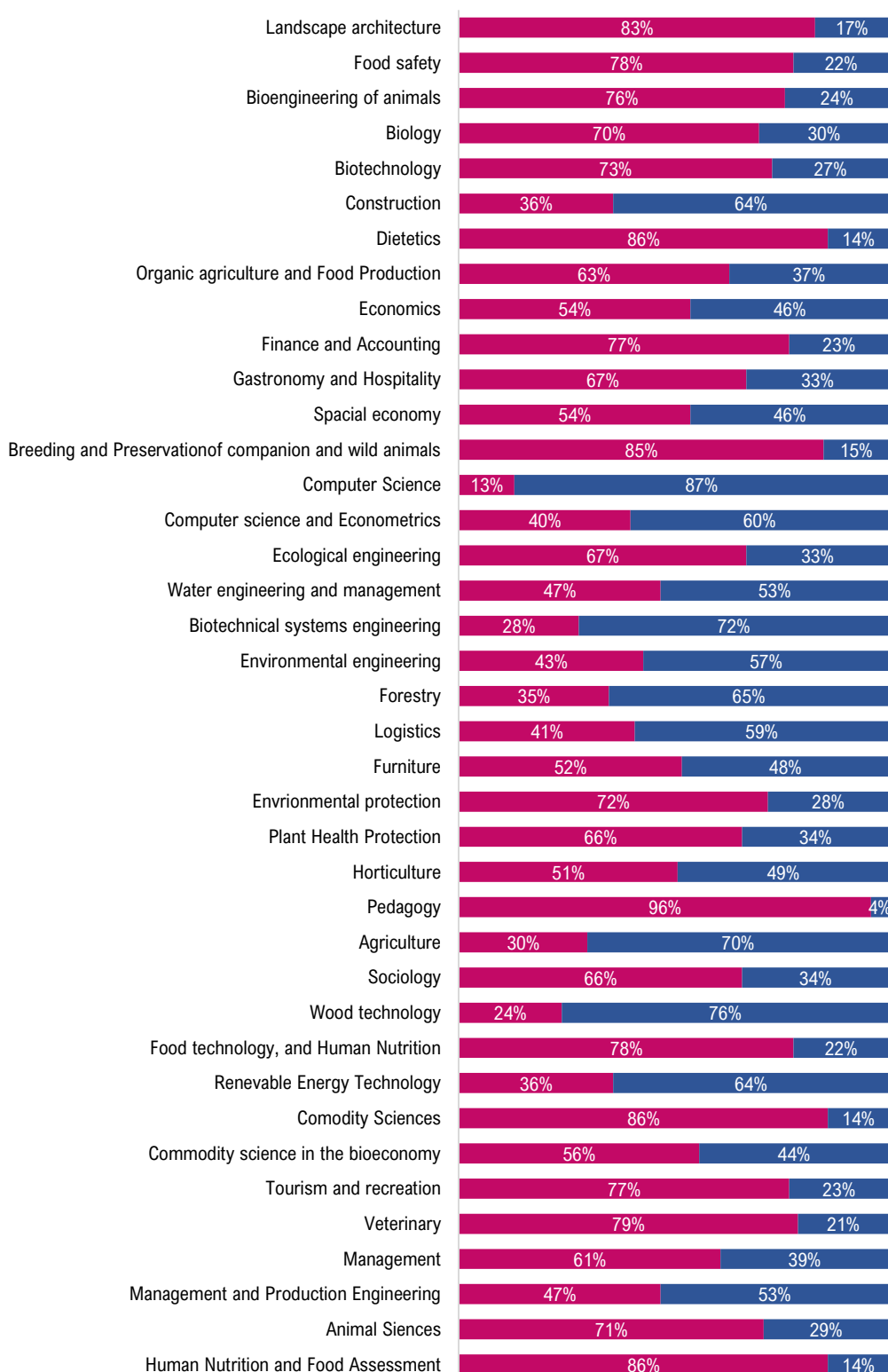
Chart 17. Gender structure at given Faculties.



Out of thirty-nine fields of study at SGGW in Warsaw, the gender representation is similar in two fields of study, i.e., furniture and horticulture. More men than women study in the following ten fields of study: Computer studies, Computer Science and Econometrics, Biotechnical Systems Engineering, Forestry, Logistics, Agriculture, Renewable energy technologies, Construction, Wood technology, Water engineering and management. The share of women is higher in the remaining twenty-seven fields of study.

¹³ Stan na grudzień 2020 rok. Od 2021 roku w SGGW jest czternaście wydziałów.

Chart 18. Gender structure at the given fields of study at SGGW.

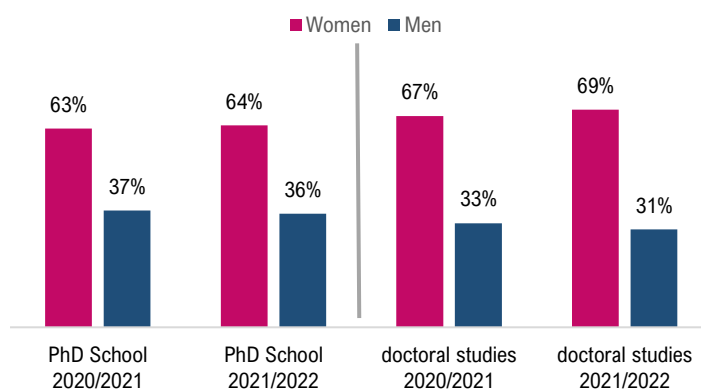


The Council of the SGGW Students' Union consists of 7 people including only one woman.

Male and female PhD students at SGGW

As of October 1, 2019, there are the Doctoral Schools, a new form of doctoral education in Poland, according to the Law on Higher Education and Science. At the SGGW Doctoral School, one can prepare doctorates in twelve disciplines available in four fields of study. During the analysed period, at doctoral studies and at the SGGW Doctoral School women considered the majority.

Chart 19. Gender structure at PhD School and doctoral studies



Conclusions:

The gender proportion of female and male students at SGGW reflects the nationwide proportion - 58% women and 42% men study in Poland¹⁴. The feminized SGGW fields of study include: Pedagogy, Dietetics, Human Nutrition and Food Assessment, Landscape Architecture, Breeding and Protection of Wild and Companion Animals. There is a particularly large gender disproportion in the following fields: Information Technology, Wood Technology, Biotechnical Systems Engineering and Agriculture. The proportion of women in these fields of study is very low. The results are also in line with the nationwide trend - the share of women in technical and new-technology faculties is low and amounts to approximately 15%. In the period 2015-2020, the increase in the share of women studying such faculties, both at public and private universities, was only one percentage point (15% vs. 16%), and the currently expected gender balance among students of new technology faculties, including IT is 40% of the share of women.¹⁵

At doctoral studies and at the SGGW Doctoral School, women represented majority and this is an above-average result compared to the results for of the engineering and technical doctoral schools in Poland, where in 2019-2020, the share of women did not exceed one third in total.¹⁶

1.2. EQUAL TREATMENT vs. THE PROBLEM OF DISCRIMINATION, INCLUDING GENDER DISCRIMINATION - RESULTS AND CONCLUSIONS BASED ON RESEARCH AT SGGW

This part of the diagnosis concerning the equal treatment and the problem of discrimination at SGGW was prepared based on the results of research conducted in 2021. The aim of the research was to identify the needs and problems related to the experience of discrimination (types, situations, ways of dealing with and

¹⁴ KOBIECY NA POLITECHNIKACH. RAPORT 2021. Fundacja Edukacyjna Perspektywy

¹⁵ Ibidem.

¹⁶ Ibidem.

counteracting discrimination) by people working and studying at SGGW. Six research projects were carried out: 1) analysis of SGGW strategic documents (the Statute, Work Regulations, Study Regulations); 2) examinations of Coordinators for Equal Treatment appointed in the University Units; 3) research conducted on the Authorities of all Institutes; 4) Research conducted on the Authorities of all Departments; 5) Research conducted on male and female students representing various faculties and fields of study; 6) Research on female students who experienced discrimination while studying. The first three projects were aimed at identifying the problem of discrimination among people working at SGGW (Coordinators for Equal Treatment played a double role here; a working person and a person sensitive to discrimination, obliged to react by virtue of their function). Projects 1-2 and 4-6 were used to identify the problem among students. The method of analysis was used in the first project, and the remaining projects were implemented with a qualitative strategy using the following techniques: expert interviews, problem-focused interviews, in-depth interviews. The interviews were conducted with 140 people, including 90 students selected from all Faculties and 50 working people selected from all Institutes. The research was carried out by the Plenipotentiary for Equal Treatment, Coordinators for Equal Treatment, and the students research was carried out in cooperation with the Institute of Sociological Sciences and Pedagogy. The participants were specially trained and they conducted the research and were involved in the preparation of research tools and analysis of the results. The results and conclusions quoted below come from reports prepared on the basis of the above-mentioned projects.

1. ***Analysis of strategic documents of SGGW, Warsaw regarding the implementation of equal treatment standards - Report***, prepared by Rector's Plenipotentiary for Equal Treatment, implemented by the Coordinators for Equal Treatment, Warsaw 2021.
2. ***The problem of discrimination and its prevention at SGGW in Warsaw - Report*** prepared and implemented by Rector's Plenipotentiary for Equal Treatment, Warsaw 2021.
3. ***Equal treatment of female and male scientific staff at SGGW in Warsaw - the problem of discrimination and its prevention***. Prepared by Rector's Plenipotentiary for Equal Treatment, research implemented by Coordinators for Equal Treatment, Warsaw 2021.
4. ***Equal treatment of students at SGGW in Warsaw - the problem of discrimination and its prevention***. Prepared by Rector's Plenipotentiary for Equal Treatment, research implemented by Coordinators for Equal Treatment, Warsaw 2021.
5. ***Experiences related to discrimination and harassment of people studying at SGGW in Warsaw. The research report***, prepared by Rector's Plenipotentiary for Equal Treatment, dr hab. Emilia Paprzycka, Dr. Barbara Post, Department of Sociology, INSiP. Implemented by Male and Female Students of the 2nd year of Sociology at WSiP, Warsaw 2021.
6. ***Discrimination of women at universities based on the analysis of in-depth individual interviews with female students of the Warsaw University of Life Sciences***, prepared by the 3rd year Female Students of Sociology at WSiP: W. Zych, M. Wicher, A. Sarosiek, A. Trojanowska, Warsaw 2021.

1.2.1. Equal treatment of people working SGGW, the discrimination issue and its prevention

From the perspective of employees, discriminatory situations may also occur - not only on the basis of gender - during promotion, **remuneration and rewarding of employees**, as well as **commissioning tasks as part of organizational activities** (uneven employee involvement).

The situations most exposed to the violation of equal treatment in the SGGW include: **employment** (the importance of age and gender), **termination of the employment** (no tools to influence people who work unreliably), **promotion** (the established promotion criteria were aimed at mobilizing

research and teaching staff). However, in a long-term policy, not all the criteria should be maintained, especially when it comes to the position of a SGGW professor, e.g., the required long internships interfere with parental obligations).

Unequal treatment may occur most often based on the **title / academic degree and position**, as well as **age and gender**. The reason for unequal treatment may also be poor knowledge of Polish and a foreign language, as well as the **lack of work results of a given person**. **In the case of women, a combination of two and / or more factors are crucial, e.g., gender and age** in the context of parental roles and scientific development.

Rewarding and promotion have the greatest potential in terms of discrimination. Unequal treatment may also occur in the case of **outsourcing tasks as part of organizational activities** (uneven involvement of employees).

The problem of gender discrimination

The situations when unequal treatment based on gender may usually occur are: project management, internships, conferences, election for managerial functions; a belief that women are not competent to perform managerial functions; especially young women who return to work after maternity and/or parental leave, and last but not least: the division of organizational duties; women are more often burdened with organizational and "office" tasks (e.g., preparation of summary reports, or acting as team secretaries, etc.)

Direct Gender Discrimination occurs very rarely or is not reported as far as the relations among employees are concerned. People working at SGGW institutes are encouraged to develop and are supported by the employer, and the adopted regulations create the same opportunities for the scientific development and academic career of women and men.

However, due to the specificity of the social role of women, combining professional role with family role affects the women's careers to a greater extent than in the case of men.

It was also emphasized that the situation has its determinants in the broader social and cultural context of defining the role of women, as well as in the socialization of women, the situation of women in Poland, and situations resulting from the specificity of working at universities.

The opinions of Directors and Deputy Directors of the institutes were divided. Three positions were distinguished:

- 1) Gender or other factors is not relevant for promotion, because the University offers the same opportunities for scientific development and clear criteria for promotion, and the only requirements are the following: scientific, teaching, and organizational achievements.
- 2) Gender is important, but only at certain stages of scientific development and is connected with work gaps due to parental responsibilities.
- 3) Gender is important for the course of the women's scientific career, but due to factors external to the University; the role of women in society and in the family.

The most important issues include: limited time availability and mobility in terms of internships, conferences, business trips, and unfavourable rules for financing internships and trips (traveling with a child and with the family is not taken into consideration when financing). Moreover, the age limits set in contests, which are disqualifying in the event of a delayed career. **The period of pregnancy, maternity, and parental leave, as well as caring for minors and elderly relatives, single motherhood are the barriers slowing down women's scientific careers or resigning from promotions**. That leads to a delay in obtaining degrees and difficulties in completing an internship program.

The problems of women working at the University result from the conflict of family and professional roles (mother-scientist):

- difficulty in reconciling the duties resulting from working at the university (international cooperation, trips, and internship programs);
- long-lasting career development due to the family situation (maternity leave, caring for minors);
- requirements related to professional promotion without consideration of different conditions of women and men due to the family roles and responsibilities;
- the development of a scientific career in the situation of prevailing number of men in the bodies deciding on awarding degrees/titles.

The following were reported as issues requiring solution:

- unequal organizational workload,
- the use of inappropriate wording interpreted as discriminatory by women, and issues regarding the wording in documents so that they do not violate the question of equal treatment,
- gender disproportion in the structure of people with the title of full professor at Institutes and the entire University,
- the number of women and men in various decision-making committees.

Responding

At SGGW Institutes, any issues related to the observance of the principle of gender equality are extremely rare, and if they appear, they are solved at the explanatory statement level. The criteria for evaluation, promotion and remuneration are regulated by suitable provisions and the principle of equal treatment is respected. During the ongoing term 2020-2024, the reports have concerned three situations so far, but none of them concern discrimination based on sex. In the event of a report, some appropriate measures are to be taken. The responsibility of the appointed Coordinators for Equal Treatment is to counteract discrimination and secure any signals related to it.

Preventing and counteracting - proposals for actions

- The proposed actions that may prevent discrimination in employment include: awareness-raising activities regarding equal treatment, the development of clear criteria for awarding and allocating organizational tasks, and reduction of requirements for the position of a university professor.
- Actions to support women
 - when performing functions in decision-making bodies: introducing trainings addressed to women, undertaking "bottom-up" actions to encourage women to apply for various managerial positions.
 - when developing the academic career and gaining promotion: introducing "examples of women", introducing internal grants for women, introducing some assistance to shorten the period of return to the dynamic course of a scientific career, adopting alternative methods of meeting the requirements for promotion to the position of a university professor, training in writing applications and greater administrative support in submitting grant applications, creating research teams involving women, creating the best possible conditions for the women scientific development.

Conclusions

Experiencing unequal gender-based treatment of people working at SGGW results from indirect discrimination, i.e., regulations that are seemingly neutral and create equal opportunities. They do not take into account the specificity of the social role of women, which may lead to resignation from

careers and promotions, as well as to self-discrimination. It may also be caused by the lack of regulations with regard to the organizational tasks. As far as the relations among employees are concerned, unequal treatment is connected with a position or academic title, which is influenced by gender and age in various configurations. The direct discrimination occurs very rarely or is very rarely reported.

1.2.2. Equal treatment of the SGGW students, the problem of discrimination and its prevention

The most important reasons that may lead to unequal treatment regarding the relationship between the **teachers and male and female students** were: **nationality and language, gender, and academic performance. Sexual orientation and race** were among the significant ones. The most important factors among students were the nationality, academic performance and origin.

Discrimination of people studying at SGGW

Discriminated people: depends on gender and country of origin; women and foreigners.

Discriminating people: depends on the title / degree, age and gender of the person conducting the classes: people with a higher degree / academic degree, older, male.

Problems related to the observance of the principle of gender equity at Faculties:

- 1) change of sex of students,
- 2) sexism towards female students, manifested mainly by older men with significant academic achievements; a belief that the university is not a place for female students / young women; humiliating women, discriminating against them by some teachers,
- 3) nationality and language - unequal treatment of foreigners due to insufficient knowledge of the Polish language, disrespectful attitude towards guests from the East and Africa,
- 4) views - unequal treatment of students due to their social, political, religious views.

Gender discrimination problems

Sex discrimination often may occur at technical and engineering fields of study.

Discrimination may occur in the following situations:

- **Internship** - harder work is not entrusted to female persons. The physical abilities are important, so task delegating depends on the gender of the performer. The amount of remuneration also depends on the above-mentioned conditions; men receive a higher salary;
- **exams and credits** - unequal treatment due to the gender preferences by some teachers;
- **oral exams** - better treatment of students of a specific gender, i.e., more often male students, but also attractive female students;
- **implementation of exercises and works in laboratories**, in case when the tasks may require some manual dexterity or physical strength. This may be a small limitation, and those are rather marginal issues;
- **teaching classes** - sexist comments and jokes resulting from inappropriate treatment of women who are perceived as unable to make a career;
- **face-to-face conversations** (during classes, oral exams, seminars) disrespectful attitude towards women;
- **implementation of projects or diploma theses** - favouring men.

Reports on discrimination at the SGGW

Reporting cases of students' discrimination, the situation is as follows:

- **no reports**

- **one-time reports**, exceptional situations - unfair assessment, differences between groups in terms of the obligatory material depending on the teacher, favouring people who are very good and making fun of those who are weak, making fun of some names;
- **occasional reports**: reporting discrimination due to nationality and language, promoting students of a given gender, i.e., men, inappropriate comments during classes often targeted at women (referring to the so-called male subjects), making sexist comments and jokes by teachers, disrespectful attitude towards female students and undermining their knowledge, comparing unfavourably the knowledge and skills of women with the knowledge and skills of men), refusing to admit the fact of a student's sex change;
- **frequent reports**: every year, in student surveys, there are signals concerning gender discrimination against female students, such as, "disgusting comments of the lecturers on sex or appearance itself";
- **groundless / unfounded reports**: reporting an unequal treatment when assessing by students in a situation of non-compliance with the defined rules for receiving credits, reporting sexism - during the investigation it was found that the report was unfounded, it turned out to be a revengeful action against the lecturer.

Student Discrimination Reports and Response Procedures

Any cases of student discrimination should be reported directly to the Dean or Vice-Dean, or to the Coordinator for Equal Treatment. Information may be also provided via student questionnaires completed at the end of each semester. The reports may be also submitted by the "*Okno Jakości*" survey and the Student Union.

The Departments use the following forms of responding to reports of discrimination:

directly

- direct reporting to the Dean or Vice-Dean - reaction: conducting an explanatory talk with the person conducting and coordinating the classes and / or class visiting - confrontation - conclusions - after discrimination was proved or after observing any improper practices, repeating the course credit and changing the person conducting the classes,
- reporting to the Coordinator for Equal Treatment - reaction: contact with the Head of the Department and / or the Head of the Department where the given person is employed, whom the report was related to; interviewing the employee; contact with the reporting person and after a period of time since the reporting, checking the situation - if the situation changed, and no other discrimination acts were reported, terminating the procedure, in the event of discrimination, providing information to the Rector and further proceeding in line with the rules adopted at the University.

indirectly

- anonymous reporting (via the "*Okno Jakości*" student survey) - reaction: the Dean of the Faculty reminds all teachers of the SGGW students' equal treatment.

The information transfer takes place in a distributed form and requires direct contact; hence it can have a limited and dissuasive effect. There are no tools to report unequal treatment problems without direct contact, and not everyone has the courage to come and speak openly about discriminatory behaviour, therefore, it would be very helpful to develop a form of indirect reporting, but not only anonymously but also using other measures.

If case of inappropriate situations, and if reported, problems are usually dealt with at the level of initial explanatory talks.

In case of any irregularities during the oral exam - the presence of an additional person during the exam (the year tutor) applies.

Preventing - Proposal for actions

Among the proposed activities that could prevent discrimination in the learning process, the following were mentioned:

- awareness-raising trainings and courses,
- increasing the educational impact in terms of preventing and responding to cases of discrimination,
- developing clear criteria for objective class evaluation,
- changing the teacher behaviour patterns,
- introducing a reporting tool for reporting discrimination that is easily accessible to students.

Discrimination incidents against students

When it comes to situations when **discrimination incident may occur most often at the University**, the following were pointed out: **relations between students within their community**, and **relations between male and female students, and teachers**. In the first case, nationality and language were mentioned as the most important reasons for unequal treatment. In the second case, the learning outcomes and progress, and gender, eventually.

Some of the survey participants have not personally experienced or encountered unequal treatment at the University. Those who spoke about own experiences or observations mentioned **most often discriminatory behavior concerning male and female students of non-Polish nationality and unequal treatment of female students (discrimination based on gender), mainly by the teachers**.

Other examples of the indicated signals of unequal treatment among persons conducting classes and their students, most often concerned men being favored during exams and tests at the so-called male faculties, as well as favoring female students because of their attractive appearance.

Sex discrimination occurs at the University mainly in the following correlations: male lecturer - female students, rarely: female lecturer - female students, least often: the person conducting the classes - student.

Discrimination against female students by lecturers takes the form of sexism and harassment and manifests itself in: diminishing the value of women, insulting, suggesting weak skills and lower intellectual potential, public humiliation by commenting on the tasks performed in the context of the represented gender, suggesting the faculties of technology and engineering are not a suitable place for a given person, criticizing the abilities and skills of women at universities, judging the appearance, (including suggestions of how women should look like and what they should or shouldn't wear, and how they woman should look like), Expressing the opinion that women should be engaged in motherhood and not in studying, sexual overtones and jokes about female figures, staring.

During the course, students may learn that: "A woman engineer? who heard such strange things"; "Women are too stupid for economic studies, they can manage only in the kitchen"; "Women are only suitable for pedagogical studies. Do not let them even try, there is no point in it "; "Here, this work proves that a woman can only program a washing machine"; "Ladies, you only think about purses and guys. I know that there aren't many of you here, so you have a lot of nice colleagues around you, but this is a very important course that will cost you a lot of trouble if you don't understand it."

Ways of reacting to discrimination having witnessed:

There are three types of reaction identified among the students:

- **no reaction** - satisfaction with the lack of such experiences, passivity, commenting in the group, but no reaction, feeling of helplessness, doubts resulting from the lack of knowledge about discrimination, unwillingness to interfere in other matters, treating unequal treatment

as normal behaviour, recognizing that a person experiencing discrimination should react, downplaying.

- **positive reaction** - commenting, supporting discriminated students by colleagues and friends.
- **negative reaction** - silent support, reaping the benefits.

People who experienced unequal treatment assumed the situation as normal in our society, or tried not to bother, or perceived it as severe and unforgettable.

Proposals of students regarding the prevention and counteracting of discrimination at the University

- promoting appropriate behaviour - organizing seminars, sharing educational videos,
- employing properly prepared staff,
- supervising classes,
- diagnosing the problem of discrimination at the university - anonymous surveys and monitoring of inappropriate behaviour,
- manifesting clear objections by the University, and declaring non-acceptance for people who discriminate others,
- making people aware of the importance of the problem,
- drawing consequences against people who discriminate others,
- introducing organizations that would officially deal with discrimination at SGGW,
- advising on how to deal with difficult situations,
- providing support for discriminated people.

1.2.3 Preventing discrimination at the University - analysis of strategic documents

The analysis of the University's strategic documents indicates the need to introduce changes in terms of the promotion requirements for the position of University Professor. Currently these requirements are higher than in other universities, and those provided for by the legislator. The requirement of a three-month internship or managing a project financed by funding institutions can significantly limit access to promotion, especially for women (caring and parental duties often make it impossible to take part in any internship, and gaps at work resulting from maternity and parental leaves slow down career development and building scientific career; that often disqualifies women from applying for grants). The analyzes also indicated the need to include inclusive language in the SGGW Statute, Work Regulations and Study Regulations.

1.3. SELECTED PREVIOUS MEASURES IMPLEMENTED AT SGGW TO PROMOTE EQUALITY AND ANTI-DISCRIMINATION

In order to ensure equal treatment at SGGW, in 2019 the Anti-Discrimination Committee was established. The Committee is composed of the Rector's Plenipotentiary for Equal Treatment and Coordinators for Equal Treatment appointed by their Units, who are responsible for preventing discrimination among staff and education, reacting to all forms of discrimination, promoting and conducting activities for equal treatment addressed to the entire community. In 2021, there were some trainings conducted for Coordinators for Equal Treatment regarding the issue of equality in employment and education, and how to counteract discrimination in higher education: 1) *Equal treatment in employment and education - the problem of discrimination and self-discrimination in higher education*, 2) *Mobbing as a pathology of teamwork in the work environment*, 3) *Mediation in labour relations*.

The University has adopted the SGGW Anti-Discrimination Standard and the SGGW Equal Treatment and Anti-Discrimination Policy. This policy is planned / implemented in the form of system solutions. It was assumed that the solutions integrating various dimensions of the University's

functioning may contribute to better care for the highest operating standards in ensuring a non-discriminatory work and study environment. The basic legal acts constituting the guidelines for its preparation are: 1) The Constitution of the Republic of Poland of 2 April 1997 (Journal of Laws No. 78, item 483) - Art. 32, 33, 70, 73; 2) The Law on Higher Education of 20 July 2018 (Journal of Laws of 30 August 2018, item 1668); 3) Labour Code (2019) art. 11 (2,3), art. 94 (2b), art. 18 (3a - 3e); 4) The Act of 3 December, 2010 on the implementation of some regulations of European Union regarding equal treatment (Journal of Laws No. 254, item 1700) (Journal of Laws of 2016, item 1219). Since discrimination is often a result of ignorance, the planned activities of the Equal Treatment Policy focus mainly on the informational and educational dimension of anti-discrimination (including indirect discrimination), and are aimed at increasing awareness of equal treatment and the anti-discrimination competences of the entire academic community. The guidelines for planning and implementing the Equal Treatment Policy result from the adopted SGGW Anti-Discrimination Standard, and the so-called good practices used at Polish and foreign universities and the university's anti-discrimination standard pattern recommended by the Ombudsman¹⁷.

In the academic year 2019/2020, as part of the existing equal treatment policy, the entire management of SGGW (rector's department, chancellor's department) was trained under the Project "Success by nature - a complex program for increasing the quality of managing the education process and the quality of teaching at the Warsaw University of Life Sciences", POWR.03.05.00-00-Z033 / 17, module 6 / Task 20 - Training sessions for the University management and administrative staff: *Counteracting discrimination and mobbing in an employment relationship: 1) Equal treatment in employment and education - the problem of discrimination and self-discrimination, 2) Mobbing as a pathology of teamwork in the work environment.*

The university also offers support for working and studying parents. Social benefits for employees and their family members: co-financing sports and recreational activities and cultural events, co-financing of vacations at the SGGW holiday centres, co-financing holidays for children and adolescents, Christmas packages for employees' children, financial assistance for people and families in difficult financial and health situations, and in connection with childbirth, financial assistance for people affected by random events, loans for apartment renovation, for flat purchase and construction of a house, loans from the assistance fund. SGGW also supports the children care. The facilities such as the SGGW kindergarten, buildings and spaces are adapted to the parents' needs; lifts, ramps for prams, an individual educational path for students with parental responsibilities. Some informal practices include considering parental roles in planning teaching classes and lesson plans, as well as an informal support at Departments and Institutes.

There is the Rector's Plenipotentiary for Disabled Students appointed at SGGW, and at the faculties, there are Coordinators for disabled students. The Study Regulations contain relevant provisions for that group of students, such as a guaranteed forms of conducting exams, adapted to the needs and possibilities resulting from disability. Any academic teachers, who start working at SGGW, are obliged to participate in a special training, where they learn about the methods of supporting disabled students during the university education process. The SGGW technical facilities, such as buildings in the new part of the campus, are mostly adapted to the needs of people with reduced mobility (driveways, parking spaces, toilets), and the old part of the campus is modernized successively. At the student dormitories, some rooms are adapted to the needs of people with reduced mobility, including people in wheelchairs. All students and PhD students with documented disabilities, who submit the relevant documents, may receive a special scholarship, the amount of which depends on the disability degree. There are also trainings for students and people conducting classes on how to work with people with special needs (15 trainings covering: the mechanisms and causes of

¹⁷ Recommended by the Ombudsman The pattern of the university's anti-discrimination standard developed as part of the project: University standards of counteracting violence and discrimination
[https://www.hf.org.pl/antydiskryminacja/files/Standard%20antydiskryminacyjny%20\(PDF%3b%20%201,87%20MB\).pdf](https://www.hf.org.pl/antydiskryminacja/files/Standard%20antydiskryminacyjny%20(PDF%3b%20%201,87%20MB).pdf).

emotional and behavioural disorders, mental disorders and diseases, personality and behavioural disorders and their influence on the student's behaviour). There is also a website dedicated to this issue: <https://www.sggw.edu.pl/strona-glowna/studia/informacje-praktyczne-dla-studentow/studenci-niepelnosprawni/>.

Since 2013, the SGGW Anti-mobbing policy has been implemented (Regulation No 31 of the SGGW Rector of 8 May 2013). The Ombudsman and the Rector's Anti-Mobbing Committee have been appointed. The University conducts trainings for employees regarding mobbing recognition, reaction and counteraction. The document specifies the rules for reporting mobbing cases and the intervention procedure. Sexual harassment is dealt with in accordance to the Act of the Law of Higher Education and Science. At SGGW there are also: Rector's Committee for the employee incentive remuneration system, Disciplinary Committee for PhD students, Disciplinary Appeal Committee for PhD students, Disciplinary Committee for Academic Teachers, Disciplinary Committee for Students, Disciplinary Appeal Committee for Students.

In 2015, SGGW was one of the first Polish universities to sign a Declaration of Support for the application of the principles of the European Charter for Researchers and the Code of Conduct for the recruitment of researchers (in Polish: EKN and KP). The European Commission awarded SGGW with the "HR Excellence in Research" logo, which is a distinction given by the Commission as part of the *Human Resources Strategy for Researchers*, aimed at increasing the attractiveness of the scientist working conditions in the EU. The logo is awarded to those European institutions, which when recruiting researchers, apply the principles of the European Charter for Researchers and the Code of Conduct for the recruitment of researchers.

FROM DIAGNOSIS TO OBJECTIVES

The objectives of the SGGW Gender Equality Plan respond to the problems and needs identified on the basis of the diagnosis, and have been developed based on the proposals from the interviews with male and female representatives of Institutes and the Doctoral School, who are responsible for coordinating activities related to counteracting discrimination as part of the policy of equal treatment at the University, and with representatives of Institute authorities, male and female representatives of dean's colleges, and interviews with people employed in administration, and finally based on interviews with female and male students, and the experiences of students who have encountered discrimination. The plan was also consulted with representatives of the following offices: HR and Payroll, Student Affairs, International Relations, and Anti-Mobbing Committee. An important point of reference for the formulation of the SGGW Gender Equality Plan were other Gender Equality Plans implemented at European and Polish universities.

The result of the work is the SGGW Gender Equality Plan. Its main goal is to ensure equal treatment, care for equal opportunity, and development opportunity, care for balance and diversity. Each of the Plan goals has been operationalized by identifying the people to whom it is addressed, indexes measuring activities, and organizational units responsible for its implementation. A schedule of short, medium and long-term activities will be prepared for the Plan.



**THE GENDER EQUALITY PLAN
FOR SGGW:
OBJECTIVES, ACTIVITIES, INDEXES**

2. THE GENDER EQUALITY PLAN FOR SGGW: OBJECTIVES, ACTIVITIES, INDEXES

The SGGW Gender Equality Plan responds to the following needs:

- promoting knowledge on equal treatment, methods of preventing discrimination and reacting to it;
- promoting existing solutions and good practices to enhance equal treatment;
- counteracting stereotypes that affect the education process and career development, as well as the image of universities and science;
- promoting the value of diversity among the management bodies, decision-making bodies and project teams;
- raising awareness in terms of auto-discrimination mechanisms operation;
- supporting women at all stages of their careers, with particular emphasis on scientific careers after doctorate and postdoctoral degree;
- supporting the combination of work and family responsibilities.

The Objectives of the SGGW Gender Equality Plan:

OBJECTIVE 1. INCREASING AWARENESS OF THE WHOLE SGGW COMMUNITY ON THE PRINCIPLE OF EQUAL TREATMENT AND DISCRIMINATION, INCLUDING GENDER DISCRIMINATION.

OBJECTIVE 2. TAKING CARE OF EQUAL OPPORTUNITIES AND FULL DEVELOPMENT OF WOMEN'S POTENTIAL.

OBJECTIVE 3. TAKING CARE OF GENDER BALANCE AND DIVERSITY IN UNIVERSITY, INSTITUTES AND DEPARTMENTS' DECISION-MAKING BODIES, AND EXPERT, REVIEW AND PROJECT TEAMS, AS WELL AS A PART OF INDIVIDUAL POSITIONS AND RECRUITMENT PROCESSES.

The goals indicated in the SGGW Gender Equality Plan will be implemented at the institutional and individual level i.e., changes in awareness.

Their implementation should lead to a synergistic effect: changes in existing practices at the university, introduction of new procedures, and the resulting changes in awareness should lead to progress in the implementation of gender equality and make the conditions of study and work more friendly for the entire SGGW community.

The SGGW Gender Equality Plan objectives fulfil the missions and values set out in the SGGW Strategy until 2030: “The university treats people as their greatest wealth, cares for good interpersonal relations and intellectual development (...). By educating female and male students, SGGW strives to shape an open world view and respect for all people (...). The SGGW Gender Equality Plan assumes the development of the University and the improvement of the existing activities through their intensification, strengthening and increase.

Activities undertaken under the Gender Equality Plan assume the progress achievement in the implementation of the gender equality policy. The achievement of the objectives will be determined by the perspective of six activities enabling the **progress** of the University and the entire SGGW community, i.e. intensifying promotional activities that promote the issue of equal treatment, regular observation of various aspects of the university functioning while complying with the principle of equal treatment, data collection, evaluation of the discrimination problem at the university, enhancing educational impact by the increased number of training courses on discrimination and its preventing,

and finally by increasing the scope of discrimination counteracting and reacting to it, and reporting it through the introduction of university-wide procedures and policies.

OBJECTIVE 1. INCREASING AWARENESS OF THE WHOLE SGGW COMMUNITY ON THE PRINCIPLE OF EQUAL TREATMENT AND DISCRIMINATION, INCLUDING GENDER DISCRIMINATION.

This objective is to be achieved through promotional, educational and information activities on equal treatment, and methods of counteracting discrimination, as well as conducting surveys, monitoring and collecting data on the implementation of the principle of equal treatment at the University, publishing them, developing procedures for reporting and reacting to discrimination cases, as well as preventing policy.

Activity type set by the objective	Recipient (s)	Activity	Index	Body in charge
Promoting patterns, activities and good practices solution examples	SGGW community	Introduction of an electronic tool in a form of a website dedicated to the issue of equal treatment, promoting the undertaken activities, good practices and current training and events.	Functioning of the website dedicated to the equal treatment on the SGGW home page, redirecting to a page on the Faculties and Institutes' websites, number of visits	Rector's Plenipotentiary for Equal Treatment Team of Coordinators for Equal Treatment Communication and Marketing Office Office for Equal Treatment IT Centre
		Preparation of a promotion strategy for the University focused on exposing its activities related to respecting the equal treatment policy and promoting diversity.	SGGW website, information for media, number of site visits	Coordinators for the Gender Equality Plan Communication and Marketing Office Press office Student Union.
Dissemination of information and educational materials on discrimination and its prevention	SGGW community	Development of anti-discrimination guides on 1) discrimination and its prevention, 2) harassment and countermeasures, 3) trans people and the ways of proceeding at the university in the event of gender reassignment, 4) non-discriminatory language and inclusive	Sharing the guides in an electronic version on the website promoting equal treatment and disseminating a link to the guides on the Faculties and Institutes websites and other websites addressed to students and	Rector's Plenipotentiary for Equal Treatment Coordinators for the Gender Equality Plan

		language recommendations and their popularisation.	employees, number of downloads	Team of Coordinators for Equal Treatment Office for Equal Treatment
		Creating an electronic leaflet (in Polish and English) with basic information on discrimination and the possibility of reporting a problem	An electronic leaflet on the University's website intended for students and employees	Rector's Plenipotentiary for Equal Treatment Coordinators for the Gender Equality Plan Communication and Marketing Office
Observation - Increasing research and monitoring activities ensuring compliance with the equal treatment policy at the University and Evaluation - ensuring compliance with the equal treatment policy at the University	SGGW community	Preparation of tools for systematic monitoring ensuring compliance with the equal treatment principle in employment and education.	Annual reports of the Coordinators for Equal Treatment Questions attached to the student survey carried out after each semester from the 2022/2023 academic year.	Rector's Plenipotentiary for Equal Treatment Coordinators for Equal Treatment Rector's Plenipotentiary for the Quality of Education Rector's Committee for the Quality of Education
		Development of a tool to diagnose the problem of discrimination, including discrimination based on sex, and awareness in this regard (of people working at SGGW, including administration and students) based on qualitative research carried out for the diagnosis for the Gender Equality Plan.	CAWI (Computer Assisted Web Interview) research	Rector's Plenipotentiary for Equal Treatment Rector's Anti-Discrimination Committee
		Conducting research with the use of the developed tool for researching the problem of discrimination, including gender discrimination and awareness in	Survey implementation in 2022 and 2024. Reports. Comparative analysis in 2024. Preparation of guidelines for the	Rector's Plenipotentiary for Equal Treatment

		this regard, before the implementation of the activities planned in the Gender Equality Plan and two years after their introduction, evaluating the changes.	next Gender Equality Plan	Coordinators for the Gender Equality Plan Coordinators for Equal Treatment
Collecting data on women and men studying and working at the University	SGGW community	Establishing of the so-called databases, reports and analyses on women and men studying and working at SGGW, sharing them on the website dedicated to equal treatment: "Gender kaleidoscope at SGGW" (see discussion).	Sharing the research reports, data, and analyses conducted at the University on the website dedicated to equal treatment, number of site visits.	Rector's Plenipotentiary for Equal Treatment Coordinators for the Gender Equality Plan Office for Equal Treatment in cooperation with the HR and Payroll Office, Student Affairs Office, Communication and Marketing Office National Projects Office International Relations Office, Structural Projects Office Research Service Office
Discrimination Reacting and Preventing	SGGW community	Development and implementation of a consolidated procedure of reacting to discrimination cases, across the University, which defines what happens after submitting the application: who processes it, the	Rector's resolution. Adoption of the procedure in 2022, evaluation after 3 years of functioning.	Rector Rector's Plenipotentiary for Equal Treatment Rector's Anti-Discrimination Committee

		response time, ways of information proceedings, etc.		Coordinators for Equal Treatment
		Developing the "list of unacceptable behaviour at SGGW" and sharing it with all SGGW employees.	Confirmation of acknowledgement with the "list of unacceptable behaviours at SGGW" by all employees (signing the list), and by every hired person.	Rector's Plenipotentiary for Equal Treatment Rector's Anti-Discrimination Committee Directors / Unit Managers HR and Payroll Office
		Appointment of the Academic Ombudsman, whose task is to support people working and studying at SGGW and who is able to help solving problems concerning the university and its community in a discreet manner (see discussion).	Appointment of the academic ombudsman, defining their tasks and developing Academic Ombudsman website with information on the activities, contact and support.	Rector of SGGW Communication and Marketing Office IT Centre
		Establishing the Office for Equal Treatment (see: Discussion)	Office for Equal Treatment established at the Rector's department	Rector
Education - increasing the level of knowledge about discrimination and ways to prevent it	SGGW community	Training of female and male scientific and administrative employees, students, PhD students: <ul style="list-style-type: none"> – in terms of different forms of discrimination, and sexual harassment; – in terms of skills related to recognizing these phenomena and responding to them, as well as procedures adopted at the University. 	Conducting obligatory training for employees by Coordinators for Equal Treatment (attendance lists with a signature confirming participation) in 2022. Conducting obligatory training for students of all study fields by the tutors of the year prepared by the Coordinators for Equal Treatment (attendance lists). Training reports. For persons admitted to studies (1st semester of the 1st year) and for newly hired employees in 2023, and every year thereafter.	Rector's Plenipotentiary for Equal Treatment Coordinators for Equal Treatment Coordinators for Gender Equality Plan Institutes' Directors, Deans, Vice-deans Tutors of the year

		Development of online tools for on-line training, each year for persons admitted to studies (1st semester of 1st year) and for newly hired employees.	On line trainings for people admitted to studies and to PhD doctoral school (1st semester of 1st year), and for newly hired employees	Rector's Plenipotentiary for Equal Treatment, Rector's Committee for Equal Treatment Coordinators for the Gender Equality Plan Vice-rector for didactics Chancellor IT Centre
Signalling - reporting irregularities and unsuccessful solutions	SGGW community	Development and implementation of an electronic tool, i.e., a website enabling to report cases of discrimination effectively	Number of website visits and number of successful interventions following reports of discrimination. Links available on the Faculties, Institutes and Doctoral School websites	Rector's Anti-Discrimination Committee. Academic Ombudsman Chancellor IT Centre

OBJECTIVE 2. TAKING CARE OF EQUAL OPPORTUNITIES AND FULL DEVELOPMENT OF WOMEN'S POTENTIAL

This objective is to be achieved through promotional, educational and information activities on women in science as well as conducting research, monitoring and collecting data on scientific careers and promotions of women and men working at SGGW, as well as male and female SGGW graduates, taking actions supporting women in the process of promotion and reconciling professional and family duties, as well as developing policies and recommendations for effective career planning while maintaining work-life-balance.

Activity type set by the objective	Recipient(s)	Activity	Index	Body in charge
Promoting successful women and examples of good practice in the development of a research career	Women working in scientific and teaching positions, and PhD students	The Rector's Award (named after Prof. Maria Radomska), awarded annually for outstanding achievements in the scientific and organizational field to women working SGGW, through university-wide voting, and development of the rules for awarding prizes and procedures for nominating female candidates (see discussion).	The list of the winners. Voting results and rankings from 2024. Award policy developed by the end of 2023	Rector Vice-Rector for International Cooperation Coordinators for the Gender Equality Plan Rector's Anti-Discrimination Committee
		WOMEN's LAB - Women's Laboratory; webinars with women and about women who achieved success in various fields of science, and business, not only in Poland. Promotion of projects implemented by women and their publications (on-line meetings available on the website on equal treatment). An event under the patronage / matronage of the Vice-Rector. Cooperation with women working at universities cooperating with SGGW (see discussion).	The organization of 1-3 events per year at the University or its entities, links to meetings to be found on the website on equal treatment and given entities' websites, number of participants	Vice-Rector for International Cooperation Coordinators for the Gender Equality Plan Institutes Doctoral School Departments Communication and Marketing Office International Relations office
		JesteśMy – creating networking groups for PhD students - creating a platform enabling contacts and help from female	organizing 1-3 events per year	Doctoral School

		scientists, organizing meetings with women managing grants implemented not only at SGGW, and female project leaders (see discussion).		Coordinators for Gender Equality Plan Coordinator for Equal Treatment at the Doctoral School National Project Office International Projects Office International Relations Office IT Centre
Distributing materials and information on women scientific achievements	SGGW community	Sharing information on the latest publications by women, including women working as an academic at SGGW on the SGGW Main Library website and in the Scientific Information Network	Information on the SGGW Main Library website	Coordinators for the Gender Equality Plan Coordinators for library and research resources at the Institutes SGGW library
Observation - monitoring the course of women and men scientific careers, as well as grant and project offers	People working on scientific, and didactic positions	Research on the distribution of academic degrees and titles at given Institutes.	Conducting research and evaluation until 2025. In order to take into account, the results in the following Gender Equality Plan for SGGW	Rector's Plenipotentiary for Equal Treatment Coordinators for Equal Treatment Office for Equal Treatment Research Service Office
	People working on scientific, and didactic positions after	Identifying the needs of people returning to research and / or teaching and administrative works after maternity / parental leave, and developing proposed solutions.	Conducting research and solution proposals until 2025. in order to take into account, the results in the	Rector's Plenipotentiary for Equal Treatment

	they returned from maternity leaves		following Gender Equality Plan for SGGW	Coordinators for Equal Treatment
	Women working on scientific, and teaching positions	The analysis of women working at SGGW regarding support in scientific career development	Conducting research to introduce solutions that meet the women needs. Preparation of a project for internal grants based on research results.	Rector's Plenipotentiary for Equal Treatment Coordinators for Equal Treatment
Collection of data on academic careers and promotions of women and men working at SGGW	People working on scientific, and teaching positions	Collecting information about good projects and practices supporting women's careers applied by Institutes, and publishing the information on the equal treatment website - Gender Kaleidoscope at SGGW	Report of the Plenipotentiary for Equal Treatment, and its publishing	Institutes' Coordinators for Equal Treatment Office for Equal Treatment
		Collecting data on the participation of women and men in grant competitions, and university, national and EU projects	Reports on percentage share of women and men in grants, developed annually and submitted to the Rector's Plenipotentiary for Equal Treatment	Rector's Plenipotentiary for Equal Treatment Structural Projects and Technology Transfer Office, National Projects office, International Projects Office, International Relations Office, Office for Equal Treatment
		Collecting data on the number of opened procedures as well as doctorates' defenses, habilitations and promotions, divided by women and men	Reports on percentage share of women and men in academic promotions, developed annually and	Rector's Plenipotentiary for Equal

			submitted to the Rector's Plenipotentiary for Equal Treatment	Treatment , Doctoral School Science Office Office for Equal Treatment
Responding - supporting scientific careers and removing career limitations as well as facilitating the combination of professional and family roles	People working on scientific, and research and teaching positions	Designing a career - individual strategies of scientific development taking into account long-term and short-term goals (time horizon 4 years). Strategies submitted to Heads of Departments / Independent Departments and Institute Directors enabling them to plan the scientific development strategy for the Institute with regard to the potentials of individual and entire teams, and appropriate planning of the allocation of teaching and organizational duties.	Individual strategies and Institute strategies until 2024.	Heads of Departments, Heads of independent divisions, Deputy Heads of the Institutes
	Persons with the academic degree of habilitated doctor employed as an assistant professor	Career development without a barrier - development and introduction of changes regarding the promotion requirements for the position of university professor, and temporary adoption of the positive discrimination mechanism in defining promotion criteria to increase the chances of promotion for women.	Increasing the number of women in the position of university professors.	Vice-rector for Science Rector's Anti-Discrimination Committee Senate Committee on Science and Personnel Development
	Women working in scientific positions, as a research and teaching staff, and PhD students	Internal research grants for women; development of a project to obtain internal grants for scientific research for women enabling research and preparation of publications. That will enable to enrich the scientific achievements necessary when submitting applications for grants in financing institutions and will reduce the phenomenon of loss of women's involvement in	Project development and engaging women from all Institutes to take part in the 1st edition.	Vice-rector for Science Rector's Anti-Discrimination Committee

		the course of the development of a scientific career.		
	People working on research and teaching positions	<i>No conflict role programme</i> developing a support program for scientists - parents of young children in terms of reducing the number of hours for mothers with young children during the first semester after returning from leave, exemption from the obligation to include the third trimester of pregnancy into the teacher's assessment in order to avoid unnecessary sick leave and withdrawal from scientific activity.	<i>No conflict role - programme</i>	Rector's Anti-Discrimination Committee Vice-rector for Didactics HR and Payroll Office Directors / Heads of Units
	People working in administration and raising small children	Enabling remote work and flexible working time for administration employees to fulfill their care duties.	Introducing regulations on working time depending on the conditions.	Organizational units
	SGGW community	Developing the Guide for Young Parents (Women and Men) that facilitates dealing with formal matters during pregnancy, maternity and paternity leave and using other forms of support for parents at the university.	Developing the Guide and sharing it on websites for working people.	HR and Payroll Office
Education - providing knowledge on the preparation of grant applications and available grant offerings	Female Students of the Faculty of Applied Informatics and Mathematics	Participation in the <i>IT for SHE</i> mentoring program in accordance with the regulations of the IT for SHE Mentoring Program	Information and regulations of the program available on the website of the faculty and the institute, participation of female students in the program, min. 4.	Dean of the Faculty of Applied Informatics and Mathematics Coordinator for Equal Treatment appointed at the Institute of Technical Informatics
	People working on scientific, and research	Professional trainings in the preparation of competition applications. Developing a model of individual support for female researchers when submitting grant applications	Organization of at least one training course per year;	Coordinators for Gender Equality Plan

	and teaching positions	online. Development of the <i>Step-by-Step Application Guide</i> .	Number of people appointed for individual support at a given office Human resources - a team appointed to prepare the formal application site. The guide to be updated and available on the project offices website.	International Projects Office National Projects office Office of Structural Projects and Technology Transfer International Relations Office
Signaling - reporting irregularities in terms of limited possibilities of scientific development due to gender	People working on scientific, and research and teaching positions	Monitoring university offers related to scientific activity and development addressed to employees and students in terms of compliance with the principle of equal treatment, and intervening in the event of irregularities.	Reports of the Coordinators for Equal Treatment submitted to the Rector's Plenipotentiary for Equal Treatment	Rector's Plenipotentiary for Equal Treatment Coordinators for Equal Treatment Student Union

OBJECTIVE 3. TAKING CARE OF GENDER BALANCE AND DIVERSITY IN UNIVERSITY, INSTITUTES AND DEPARTMENTS' DECISION-MAKING BODIES, AND EXPERT, REVIEW AND PROJECT TEAMS, AS WELL AS a PART OF INDIVIDUAL POSITIONS AND REQRUITMENT PROCESSES.

This objective is to be achieved through promotional and information activities encouraging women to take managerial positions and educational activities in diversity management, self-discrimination mechanism, conducting research, monitoring and collecting data on proportions in decision-making bodies and management staff, and developing recommendations for reducing gender disparities in university, institute, and departmental decision-making bodies as well as expert, review and project teams, and proposed regulations on recruitment.

Activity type set by the objective	Recipient(s)	Activity	Index	Body in charge
Promotion - promoting of the women's career models in science and management	SGGW community	Conducting activities based on soft instruments encouraging candidates of the underrepresented gender: <ul style="list-style-type: none"> – promotional campaigns aimed at women in the fields of study where men are predominant, and men in fields where women predominate, – promotional campaigns targeted at women in Institutes dominated by women, encouraging women to apply for managerial positions. 	At least 1 campaign a year	Coordinators for the Gender Equality Plan Departments Institutes in cooperation with the HR and Payroll Office, Doctoral School, Student Union, and Communication and Marketing Office
	Students	Promotional campaign of the Student Council encouraging female students to stand for election to the Presidium and to participate in the Student Union.	Campaigns and short videos	Presidium of the University Board of the Student Union Communication and marketing office
Distribution - Materials distribution and information on gender in the	People working on research and teaching positions, students	Development of guidelines to be included in the planning process of expertise, experiments, and projects and their implementation, e.g., when selecting respondents for surveys, research of biological nature, or appointing roles in research projects) promoting equal treatment - gender	Link to the Guide on Faculties and Institutes' websites, number of downloads	Coordinators for the Gender Equality Plan Coordinators for Equal

process of planning expertise, experiments and projects and their implementation.		ratio, in the form of an electronic guide and sharing the link to the guide on the Faculties and Institutes' websites, as well as websites addressed to students and working people.		Treatment
Observation - research focused on the application of the gender perspective, monitoring of gender proportions in the area of management and promotion	SGGW employees	Monitoring the amount of remuneration, taking into account gender, forms of employment, and working time. Verification of the remuneration rules to ensure that women and men employed in the same positions and with similar obligations and work performance have the same earnings.	Reporting on the structure of salaries of men and women with regard to positions and determination of the pay gap between women and men (the so-called Gender Pay Gap)	Rector's Plenipotentiary for Equal Treatment HR and Payroll Office Office for equal treatment
		Monitoring gender proportions in management staff regarding given units.	Conducting research and evaluation until 2025 in order to include them in the following SGGW Gender Equality Plan	Rector's Plenipotentiary for Equal Treatment Coordinators for Equal Treatment Equal Treatment Offices Personal Affairs Office Research Service Office
	People working in research and research and teaching positions	Conducting research integrating the gender perspective into the research issues.	Number of gender-sensitive projects completed by 2025,	Institute of Economics and Finance Institute of Management Institute of Sociological Sciences and Pedagogy

				Institute of Human Nutrition Sciences
Collecting - collecting data on gender proportions in decision-making bodies, expert, project and review teams as well as according to job positions and recruitment processes	SGGW employees	Collecting data on gender proportions in decision-making bodies, expert and project review teams as well as according to position and recruitment processes. Collecting reports on scientific and research activities, taking into account the gender category.	Reports collected since 2022	Rector's Plenipotentiary for Equal Treatment Office for Equal Treatment Directors of Institutes Rector for Science
Responding - recognizing and strengthening good practices and eliminating negative gender proportions in decision-making bodies, expert, project and review teams as well as according to positions and recruitment processes		GEP Annex - development of a document containing recommendations with guidelines on maintaining gender proportions in the appointed committees, expert teams, councils, competition committees and the procedure of announcing job contests, recruitment, formulating recruitment advertisements in such a way that they contain transparent and legible criteria and guidelines for the achievement's evaluation. Recommendations for reporting by gender in the presentation and analysis of the results.	Sharing the Annex on the Institutes' websites, Coordinators reports on units' recommendations.	Rector's Plenipotentiary for Equal Treatment Rector's Anti-Discrimination Committee Coordinators for the Gender Equality Plan Office for Equal Treatment
		Developing recruitment rules that ensure transparent rules.	New recruitment regulations for academic teachers and administration	People responsible for recruitment
Education; sharing knowledge on diversity management in	Management staff	Trainings of diversity management aimed at increasing the competences of the management staff in terms of recognizing the potential of female and male employees, ways of motivating, and individual career development	Conducting training for the management staff. Training for volunteers organized once a year for	Institute of Management

teams		paths.	min. 10 people led by specialists from the Institute of Management	
Signalling - reporting irregularities and unsuccessful solutions taking care of gender balance and diversity in decision-making bodies	People working in research and research and teaching positions	Reporting problems of people working at SGGW in terms of designing scientific careers	Reports of the Coordinators for Equal Treatment	Rector's Plenipotentiary for Equal Treatment Coordinators for Equal Treatment
	SGGW community	Creation of the SGGW Forum	SGGW Forum, Number of participants	Coordinators for the Gender Equality Plan IT Centre Communication and Marketing Office



Discussion

3. DISCUSSION

3.1. Implementation

In order to ensure the implementation of the SGGW Gender Equality Plan, some funds will be assigned for tasks resulting from the activities foreseen in this plan, as well as appropriate administrative support.

3.2 Monitoring and reporting

One of the first tasks of the entities responsible for the implementation of the SGGW Gender Equality Plan will be to develop solutions allowing for systematic and efficient monitoring of changes in complying with the principle of equal treatment, and the scale of the discrimination problem at the university. In particular, the employment structure by gender will be monitored in the long-term perspective, taking into account positions, and academic degrees. The gender pay gap at the university will also be observed. The periodic reports on disclosed cases of discrimination at the university will allow adjusting anti-discrimination activities to the real problems of people studying and working at SGGW.

3.2. Evaluation

The SGGW Gender Equality Plan, and in particular the solutions implemented on its basis, will be subject to evaluation in 2025. The Rector's Anti-Discrimination Committee will evaluate the introduced solutions to prepare recommendations for the development of the Gender Equality Plan for the coming years, also taking into account changes in regulations, and national and international regulations that may be introduced during that period.

3.3. Responsibility for the execution

The Rector is responsible for the implementation of the SGGW Gender Equality Plan, and the supervision over its implementation is carried out by the Rector's Plenipotentiary for Equal Treatment with the support of the Rector's Anti-Discrimination Committee. Coordination, implementation and evaluation of activities is to be entrusted to the appointed Coordinators for the Gender Equality Plan.

The implementation of the SGGW Gender Equality Plan is supported by the existing organizational structure and the structure established as part of the implemented equal treatment policy: the Rector's Plenipotentiary for Equal Treatment, the Rector's Anti-Discrimination Committee, and Coordinators for Equal Treatment. The following organizational structures will be formed for the purposes of the SGGW Gender Equality Plan: Coordinators for Gender Equality Plan, Office for Equal Treatment, Academic Ombudsman, a special subsite on the www.sggw.edu.pl website dedicated to equal treatment and promotion of activities under the Gender Equality Plan, i.e., the SGGW Gender Kaleidoscope, and the special form for reporting discrimination cases, as well as on-line training sessions on discrimination and its counteracting for students and employees. Regulations and procedures will also be introduced with the support of top management (the Rector, Vice-Rectors, Unit Directors and Managers and the Committees). All parties will be informed in the activities under the SGGW Gender Equality Plan via the website.

3.4. Organizational solutions and objectives of groups engaged in the Gender Equality Plan

ORGANIZATIONAL SOLUTIONS AND OBJECTIVES OF THE GROUPS ENGAGED IN THE GENDER EQUALITY PLAN FOR 2022-2025

Structures formed to implement the Gender Equity Plan

Coordinators for the Gender Equity Plan implementation	The aim of the coordinators' appointment is the efficient implementation and evaluation of activities under the Gender Equality Plan and their timely execution with the participation of all responsible entities.
Office for Equal Treatment	The purpose of the office is to provide administrative support to the Rector's Plenipotentiary for Equal Treatment and activities related to the implementation of the Gender Equality Plan, such as data collection, preparation of analyses and reports, website administration, i.e., publishing information on current events and reports.
Academic Ombudsman	The aim of the Ombudsman's activities is to support people working and studying at SGGW by mediating and resolving conflicts, analysing and explaining issues, and intervening in the event of violations of law or procedures. The Ombudsman's activity should help to improve the work culture and solve problems at the mediation stage. The ombudsman function is independent from the management.
JesteśMY – Networking group for female PhD students	The aim is to include PhD students in the network of contacts with successful female scientists, to enable them to exchange information regarding effective grant application, being promoted, and publishing issues. As part of the group activity, 1 to 3 meetings for PhD students and women involved in scientific work will be organized, enhanced with some lectures. This formula will enable PhD students to establish valuable contacts, share experiences, provide advice and substantive support, and the integration. The activity is of synergetic nature; it will strengthen PhD students, integrate the academic community and increase the visibility of SGGW good practices outside of the university. Moreover, doctoral students will be able to keep in touch via the mailing list, administered in cooperation with the Coordinator for Equal Treatment appointed at the Doctoral School and Coordinators for the Gender Equality Plan. The action is aimed at equipping them with knowledge about planning a scientific career, publishing strategies, applying for grants, business trips abroad, i.e., all activities useful at further stages of their scientific career.
Women's Lab	The aim of the webinars is to activate women involved in science to cooperate and inspire them to innovative research projects and mobility by exchanging experiences with female researchers from other universities in Poland and abroad. Webinars will be open, with a variety of issues and nature - lectures, talks, new publications and ongoing grants, they may also take the form of discussion panels, debates and interviews, with women who have

achieved successes not only in science, but also in business, both in Poland and abroad. On-line meetings will be shared on the website dedicated to equal treatment. The event will be held under the patronage / matronage of the Vice-Rector for International Cooperation, with the participation of universities and researchers from other countries.

This formula will enable to share experiences in a less formal way, learn about good practices and plan a scientific career, and to establish interdisciplinary research teams, while promoting women in science.

Gender Kaleidoscope at SGGW

The database creation would serve three purposes:

- 1) monitoring various activities related to the functioning of the university from a gender perspective,
 - 2) informing internal and external entities about the activities and achievements of women and men working at SGGW and the use of data in activities promoting women's achievements and good practices at the university,
 - 3) research on the dynamics of changes for the design of further research or to apply in other research projects.
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The Rector's Award (named after prof. Maria Radomska)

The aim of introducing the award would be to promote women's careers in science and, at the same time, to refer to the history of SGGW and some good practices (Professor Maria Joanna Radomska was one of the first women in Poland who served as the rector at the Warsaw University of Life Sciences). On the other hand, the award would be used to recognize the achievements of women working at SGGW and to promote their achievements. The award would be awarded annually for outstanding achievements in science and organization to women working at SGGW. Information about the candidates and their achievements would be made public, and the entire SGGW community could vote. The nomination would be processed at the Institutes' level.

Internal research grants for women

The project aims to support women's scientific activity, and to counteract the lack of women's engagement in the development of a scientific career (women constitute only 1/3 of the total at SGGW's highest positions).

The project would be addressed to women employed in research and teaching positions and its aim would be to enable conducting research and preparing publications, which in turn, would ultimately enable to enrich all scientific achievements necessary when applying for grants in financing institutions. The grant would be financed from the Science Development Fund and awarded in accordance with its rules and regulations.

SGGW Structures established to prevent discrimination and mobbing and included in achieving the SGGW Gender Equality Plan objectives

Rector's Plenipotentiary for Equal Treatment

The tasks of the Rector's Plenipotentiary for Equal Treatment include:

- Implementing and supervising over the University standards of equal treatment, and preventing discrimination in accordance with the European Union policy, including the area of higher education, and

resulting from the SGGW mission.

- Initiating and coordinating systemic activities for equal treatment addressed to the entire University community.
- Developing and implementing a procedure for diagnosing, reporting and responding to cases of discrimination against people working and studying at SGGW.
- Initiating and coordinating preventive measures through information and educational activities aimed at increasing the anti-discrimination competences of the entire academic community.
- Initiating and coordinating the activities of Coordinators for Equal Treatment appointed by Institutes and the Doctoral School.
- Developing an action plan of the body for equal treatment and regulations regarding anti-discrimination and equal treatment,
- Monitoring and evaluation of anti-discrimination measures.

Coordinators for Equal Treatment appointed by university units

The tasks of the Coordinators for Equal Treatment include:

- Implementation of the standards of equal treatment and preventing discrimination in the area of higher education and resulting from the SGGW mission at the university Unit by which it was appointed.
- Coordination of the implementation of systemic activities for equal treatment and preventing discrimination applied at the University, by unit it was appointed for.
- initiating and coordinating preventive measures through information and educational activities aimed at increasing anti-discrimination competences among people working and studying, to be done at the Unit it was appointed for.
- Monitoring university offers related to scientific activity and development in the field of compliance with anti-discrimination provisions, addressed to working and studying people.
- Implementation of the procedure of reporting and responding to cases of discrimination adopted at the University, as well as monitoring and evaluation of anti-discrimination activities at the Unit where it was appointed for.
- Cooperation with the Rector's Plenipotentiary for Equal Treatment regarding the activities undertaken at the University.

Rector's Discrimination Committee

Anti-

Evaluating opinions on applications and procedures regarding the Policy of Equal Treatment and changes in its implementation, taking actions to prevent discrimination. The purpose of the committee's activity will be to respond to cases of reported discrimination in accordance with the principles developed under the SGGW "Anti-Discrimination Standard".

Ombudsman for Mobbing

for

The scope of the Ombudsman's activities includes in particular:

- accepting and registering applications,
 - an initial analysis of reports and conducting preliminary interviews with employees reporting mobbing and engaged persons,
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- collecting information and documents necessary to consider applications,
 - submitting notifications to the Committee along with the complete set of documents collected
 - and a report containing the status of the case and its assessment,
 - submitting annual reports on their activities to the Rector.
- The Ombudsman is obliged to take steps to determine the causes of:
- the conflict underlying the report, and mediation between the interested parties in order to reach an agreement through elimination of the causes of the conflict which, in the opinion of the person submitting the report, led to mobbing
 - If the persons concerned fail to reach an agreement, the Ombudsman forwards the notification to the Committee.
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Rector’s Anti-Mobbing Committee

- The scope of the Committee's activities includes in particular:
 - determining the signs of mobbing,
 - preparing full information and supporting documentation for the employer
 - correctness of the considered declarations,
 - formulating proposals to prevent and remove the effects of mobbing
 - and presenting proposals for solving individual requests.
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3.5. The framework schedule for the implementation of activities under the objectives of the SGGW Gender Equality Plan

Objective	Activity	Planned date of implementation
OBJECTIVE 1. INCREASING AWARENESS OF THE WHOLE SGGW COMMUNITY ON THE PRINCIPLE OF EQUAL TREATMENT AND DISCRIMINATION, INCLUDING GENDER DISCRIMINATION	Introduction of an electronic tool in the form of a website devoted to the issue of equal treatment, promoting the undertaken activities, good practices and current trainings and events.	As of first quarter of 2022
	Preparation of a promotion strategy for the University focused on exposing its activities related to respecting the equal treatment policy and promoting diversity.	2022
	Development of anti-discrimination guides on <ol style="list-style-type: none"> 1) discrimination and counteracting it, 2) harassment and countermeasures, 3) trans people and ways of dealing with gender reassignment, 4) non-discriminatory language and inclusive language recommendations and their popularization 	2022
	Development of a tool to diagnose the problem of discrimination, including gender discrimination, as well as knowledge and awareness in this regard (of people working at SGGW, including administration and students) based on qualitative research carried out for the Gender Equality Plan diagnosis.	First quarter of 2022
	Conducting research with the use of the developed tool for examining the problem of discrimination, including gender discrimination, as well as knowledge and awareness in this regard, before the implementation of the actions planned in the Gender Equality Plan and two years after their introduction in order to assess changes.	2022 and 2024
	Creating an electronic leaflet (in Polish and English) with basic information on discrimination and the possibility of its reporting.	2022
	Preparation of tools for systematic monitoring of ensuring compliance with the	Since the

	principle of equal treatment in employment and education.	academic year 2022/2023
	Establishing of the so-called databases, reports and analyses on women and men studying and working at SGGW and making them available on the website dedicated to equal treatment: "Gender Kaleidoscope at SGGW".	As of 2022
	Development and implementation of a uniform procedure for responding to cases of discrimination; the procedure defines activities after the report is submitted: who deals with it, duration, how information about the procedure is to be communicated to the reporting person, etc.	in 2022 evaluation after 3 years
	Development of the "List of unacceptable behaviours at SGGW" and sharing it among all persons employed at SGGW.	2022
	Appointment of the Academic Ombudsman	2022
	Developing and introducing an electronic tool - a website that can be used to quickly and efficiently report cases of discrimination, harassment and mobbing	2022
	Formation of the Office for Equal Treatment	2022
	Trainings for male and female employees (scientific and administrative) and students, as well as PhD students:	April - May 2022
	- in terms of knowledge about discrimination, gender discrimination, harassment and sexual harassment;	As of 2023
	- in terms of skills related to recognizing these phenomena and responding to them, as well as procedures adopted at the University.	Each year for new students and newly hired people
	Development of online tools for on-line training each year for people admitted to studies (1st semester of the 1st year) and for newly hired employees.	As of 2024
	Development and implementation of an electronic tool - a website which can be used to quickly and efficiently report cases of discrimination	2022 - 2023
OBJECTIVE 2. TAKING CARE OF EQUAL OPPORTUNITIES AND FULL DEVELOPMENT OF WOMEN'S POTENTIAL	The Rector's Award (named after Professor Maria Radomska) awarded annually for special achievements in the scientific and organizational area to women working at SGGW by voting and developing the rules for awarding prizes and nominating female candidates.	As of 2023
	WOMEN's LAB - Women's Laboratory; webinars with women and about women who achieved success in various fields of science, and business, not only in Poland. Promotion of projects implemented by women and their publications (on-line meetings available on the website on equal treatment). An event under the patronage / matronage of the Vice-Rector. Cooperation with women working at universities cooperating with SGGW (see discussion).	As of 2023
	JesteśMy – creating networking groups for PhD students - creating a platform for contacts and help from female scientists, organizing meetings with the managers of grants implemented at SGGW and project leaders.	As of 2023
	Sharing information about the latest publications by women, including those working at SGGW, on the SGGW Main Library website and the Scientific Information Network	As of 2023
	Research on the distribution of academic degrees and titles in individual Institutes.	As of 2023
	Identifying the needs of people returning to research and / or teaching after maternity / parental leave and developing proposed solutions.	1st Q of 2023
	Examination of the needs of female employees in terms of support in the development of a scientific career.	2022
	Collecting information about good projects and practices supporting the development of women's careers at the Institutes and publishing the information on the website on equal treatment - Gender Kaleidoscope at SGGW	As of 2022
	Collecting data on the participation of women and men in grant competitions, university, national and EU projects.	As of 2022
	Collecting data on the number of opened procedures as well as doctorates' defences, and promotions, divided by women and men	As of 2022
	Designing a career - individual strategies of scientific development taking into account long-term and short-term goals (time horizon 4 years). Strategies submitted to Heads of Departments / Independent Departments and Institute Directors enabling them to plan the scientific development strategy for the Institute with regard to the potentials of individual and entire teams, and appropriate planning of the allocation of teaching and organizational duties.	As of 2023
	Career development without a barrier - development and introduction of changes	2022-2023

	regarding the promotion requirements for the position of university professor, and temporary adoption of the positive discrimination mechanism in defining promotion criteria to increase the chances of promotion for women.	
	Internal research grants for women; development of a project to obtain internal grants for scientific research for women enabling research and preparation of publications. That will enable to enrich the scientific achievements necessary when submitting applications for grants in financing institutions and will reduce the phenomenon of loss of women's involvement in the course of the development of a scientific career.	1st edition in 2023
	No conflict role programme developing a support program for scientists - parents of young children in terms of reducing the number of hours for mothers with young children during the first semester after returning from leave, exemption from the obligation to include the third trimester of pregnancy into the teacher's assessment in order to avoid unnecessary sick leave and withdrawal from scientific activity.	As of 2023
	Enabling remote work and flexible working time for administration employees to fulfil their care duties.	As of 2023
	Developing the Guide for Young Parents (Women and Men) that facilitates dealing with formal matters during pregnancy, maternity and paternity leave and using other forms of support for parents at the university	2022
	Participation in the IT for SHE mentoring program in accordance with the regulations of the IT for SHE Mentoring Program	As of 2022
	Professional training in the preparation of competition applications. Developing a model of individual support for female researchers when submitting grant applications online. Development of the <i>Step-by-Step Application Guide</i> .	As of 2023
	Monitoring university offers related to scientific activity and development addressed to employees and students in terms of compliance with the principle of equal treatment, and intervening in the event of irregularities.	As of 2022

OBJECTIVE 3. TAKING CARE OF GENDER BALANCE AND DIVERSITY IN UNIVERSITY, INSTITUTES AND DEPARTMENTS' DECISION-MAKING BODIES, AND EXPERT, REVIEW AND PROJECT TEAMS, AS WELL AS a PART OF INDIVIDUAL POSITIONS AND REQRUITMENT PROCESSES.	Conducting activities based on soft instruments encouraging candidates of the underrepresented gender: - promotional campaigns aimed at women in the fields of study where men are predominant, and men in fields where women predominate, - promotional campaigns targeted at women in Institutes dominated by women, encouraging women to apply for managerial positions	Since October 2023
	Promotional campaign of the Student Union encouraging female students to stand for election to the Presidium and to participate in the student Union.	2023
	Development of guidelines to be included in the planning process of expertise, experiments, and projects and their implementation, e.g., when selecting respondents for surveys, research of biological nature, or appointing roles in research projects) promoting equal treatment - gender ratio, in the form of an electronic guide and sharing the link to the guide on the Faculties and Institutes' websites, as well as websites addressed to students and working people.	2023
	Monitoring the amount of remuneration, taking into account gender, forms of employment, and working time. Verification of the remuneration rules to ensure that women and men employed in the same positions and with similar obligations and work performance have the same earnings.	As of 2022
	Monitoring gender proportions in management staff regarding given units	As of 2022
	Conducting research integrating the gender perspective into the research issues.	2023
	Collecting data on gender proportions in decision-making bodies, expert and project review teams as well as according to position and recruitment processes. Collecting reports on scientific and research activities, taking into account the gender category.	As of 2022
	GEP Annex - development of a document containing recommendations with guidelines on maintaining gender proportions in the appointed committees, expert teams, councils, competition committees and the procedure of announcing job contests, recruitment, formulating recruitment advertisements in such a way that they contain transparent and legible criteria and guidelines for the evaluation of the achievements. Recommendations for reporting by gender in the presentation and analysis of the results	As of 2023

	Developing recruitment rules that ensure transparent rules.	2022 -2023
	Training of diversity management aimed at increasing the competencies of the management staff in terms of recognizing the potential of female and male employees, ways of motivating, and individual career development paths	As of 2023
	Reporting problems of people working at SGGW in terms of designing scientific careers	As of 2022
	Creation of the SGGW Forum	As of 2023

Sources:

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<https://eur-lex.europa.eu/legal-content/PL/TXT/PDF/?uri=CELEX:32006L0054&from=RO>
- ✓ European Institute for Gender Equality (2016) Gender Equality in Academia and Research. Gender Equality Strategy 2020-2025;
<https://eurlex.europa.eu/legalcontent/EN/TXT/?uri=CELEX%3A52020DC0152> Published in the updated SwafS Work Programme, on page 76, where it states: "In Horizon Europe, having in place a Gender"
- ✓ The European Charter for Researchers
https://cdn5.euraxess.org/sites/default/files/domains/pl/karta_i_kodeks_broszura_pl
- ✓ Equality Plan (GEP) will become an eligibility criterion for public research and innovation organizations. As a result, research institutions applying for funding will be required to have a GEP in place."
<https://eige.europa.eu/gender-mainstreaming/toolkits/gear/objectives-gender-equalityresearch>
https://www.sggw.edu.pl/wpcontent/uploads/2021/01/SGGW_HR_Strategia_i_Plan_Dzialania_14_11_2016_korekta-24_03_2017.pdf
- ✓ The Gender Equality Plan for the University of Warsaw,
<https://monitor.uw.edu.pl/Lists/Uchway/Attachments/5574/M.2020.371.Zarz.194.pdf>
- ✓ The Gender Equality Plan for the Cracow University of Technology
http://www.kst.pk.edu.pl/images/GEECCO/GEP/GEPdlaPK_v4.pdf
- ✓ THE EU RESEARCH & INNOVATION. INVESTMENT PROGRAMME (2021 – 2027). Horizon Europe
- ✓ The General Council for Science and Higher Education(RGNIŚW). The letter of September 9, 2016 (signature DSW.ZNU.621.91.2015.3. Eko)
- ✓ "Experience of harassment among female and male students"; (Raport „Doświadczenie molestowania wśród studentek i studentów. Analiza i zalecenia RPO”),
<https://rpo.gov.pl/pl/content/molestowanie-wsrod-studentek-i-studentow-analiza-i-zalecenia-rpo>;
- ✓ Raport „Molestowanie na polskich uczelniach publicznych”, <https://www.hfhr.pl/wp-content/uploads/2020/01/%E2%80%9EMolestowanie-na-polskich-uczelniach-publicznych%E2%80%9D-%E2%80%93-raport-HFPC.pdf>
- ✓ SGGW strategy; Startegia-SGGW-do-2030-roku.pdf
- ✓ The Human Resources Strategy for Researchers and Action plan in the Warsaw University of Life Sciences based on the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers <https://www.sggw.edu.pl/en/home/science/hr-excellence-in-research/>
- ✓ What is a Gender Equality Plan (GEP) | European Institute for Gender Equality (europa.eu), Horizon Europe guidance on gender equality plans <https://op.europa.eu/en/publication-detail/-/publication/ffcb06c3-200a-11ec-bd8e-01aa75ed71a1/language-en/format-PDF/source-232129669>
- ✓ Wzór uczelnianego Standardu antydyskryminacyjnego wypracowany w ramach projektu: Uniwersyteckie standardy przeciwdziałania przemocy i dyskryminacji "The university Anti-discrimination standard developed as part of the project: University standards of counteracting violence and discrimination"
[https://www.hf.org.pl/antydyskryminacja/files/Standard%20antydyskryminacyjny%20\(PDF%3b%20%201,87%20MB\).pdf](https://www.hf.org.pl/antydyskryminacja/files/Standard%20antydyskryminacyjny%20(PDF%3b%20%201,87%20MB).pdf).