



GENDER EQUALITY PLAN (GEP)

This Gender Equality Plan is based mainly on the following two documents:

- Frauenförderungsplan (FFP) [Action Plan for the Promotion of Women], MBl 19.07.2016, 58.Stück
- Gleichstellungsplan (GSP) [(Gender) Equality Plan], MBl 02.10.2019, 02. Stück

The bodies and members of the university are committed to (the principle of) gender equality. Their aim is to create positive and career-promoting conditions for women. The university understands this concern as a common task of all members of the university.

All decisions and measures of the university shall be committed to the advancement of gender equality.

This includes especially measures to improve social permeability, measures to increase the proportion of women in leading positions and measures to specifically promote young female artists and scientists. Furthermore, this includes support measures for all genders with regard to the reconciliation of professional life/studies and caring responsibilities (in accordance with the provisions of the Frauenförderungsplan) and the expansion of the socially relevant areas of art, culture and research, and the transfer of knowledge and technology.

Equality and the advancement of women are to be reflected in human resources planning, human resources development, the distribution of resources, the advancement and appreciation of the arts, research, teaching and studies.

[...] The reconciliation of professional life/studies and care obligations for children and relatives in need of care is a [...] guiding principle of the Mozarteum University Salzburg according to § 2 Z13 UG. (GSP, preliminary words)

Part 1

I. Dedicated Resources for the Design, Implementation and Monitoring of GEP

1. Raising awareness

FFP § 4 (1), (2)

- (1) Women-specific and equality-relevant topics have to be presented [...] as important features of the university profile within the framework of university public relations. The proportion of women in university life and the contribution of women to art, research, teaching, management and administration has to be regularly documented in the media (e.g. homepage, university's own print media).
- (2) The university's web presence has especially to contain links to the pages of the AKG (Arbeitskreis für Gleichbehandlungsfragen) and the Institute for Diversity and Gender Studies.

2. Institutions responsible for the implementation and monitoring

FFP § 33

- (1) The implementation of the measures contained in the FFP are the responsibility of all the bodies of the university which are required to make decisions or proposals regarding the organisational, personnel and financial matters necessary for this purpose. All decisions have to be made in accordance with the relevant (organizational) regulations.
- (2) The bodies of the university have regularly to undergo further training on the topics of equality, the promotion of women and gender mainstreaming.

A) Institute for Diversity and Gender Studies

FFP § 12

An Institute for Diversity and Gender Studies [IGGS] has been established at the Mozarteum University Salzburg in order to fulfill especially the following tasks:

1. equality,
2. promotion of women,
3. gender mainstreaming,
4. women's and gender studies,
5. creation of gender-equitable working conditions, especially with regard to reconciling family and professional life.

B) AKG

The Arbeitskreis für Gleichbehandlungsfragen is responsible for the monitoring of procedures in the advertisement of vacancies and appointments:

GSP § 15

- (1) Tender texts have to be written in female and male form. They must not contain any additional remarks indicating a specific gender. [...]
- (2) [...]

- (3) In tenders for jobs or functions, the requirements and tasks associated with the job (function) have to be formulated in such a way that they concern women and men equally. The tender must not contain any additional remarks suggesting a specific gender.
- (4) Tenders for jobs as well as for management functions have to contain the addition: *"The Mozarteum University Salzburg strives to increase the proportion of women among artistic, scientific and general university staff, especially in management functions, and expressly invites qualified women to apply. In the case of equal qualifications, women will be given priority for admission."*
- (5) [...]
- (6) The AKG has to be informed without delay of all tender texts for jobs and functions prior to the tender being made (§ 42 Abs. 6 UG) .
- (7) The AKG is entitled to comment in writing on the draft of the tender text within two weeks and to raise a justified objection. If the AKG considers a tender text to be discriminatory, it may, if no consensus is reached with the rectorate, appeal to the arbitration commission (Schiedskommission) (§ 42 Abs. 8 UG).
- (8) Tender texts [...] are inadmissible if there is reasonable suspicion that the potential group of applications is to be restricted in an unobjective manner in favour of a certain person or in favour of one gender, or if there is any other discrimination within the meaning of the B-GIBG.

GSP § 16

- (1) Without delay the list of applications has to be brought to attention to the AKG (§ 42 Abs. 6 Z2 UG).
- (2) If admission or selection interviews are held in the course of the selection procedure for a vacant position or function, the list of applicants invited to these interviews has to be brought to the attention of the AKG without delay (§ 41 Abs. 6 Z3 UG). The AKG has to be invited to the interviews in writing in good time (at least 6 working days before).

GSP § 17

- (1) In job interviews, discriminatory questions (e.g. about family planning or age) have to be avoided. When assessing applicants, no selection and evaluation criteria may be used which are based on a discriminatory or role-stereotypical understanding of gender.
- (2) [...]
- (3) [...]
- (4) [...]
- (5) If women are underrepresented (according to § 11 Abs. 2 B-GIBG) and no woman has been proposed for appointment, the person entitled to make the proposal has to explain the reasons in writing.

GSP § 18

- (1) A list of the applicants [...] has to be submitted to the AKG without delay.
- (2) A representative nominated by the AKG has the right to attend the meetings in an advisory capacity. [...]
- (3) The AKG has the right [...] to inspect the documents relating to the application [...].

GSP § 19

- (1) Female applicants who are equally suitable as the most suitable fellow male applicants shall be given priority in the appointment proposal until the proportion of women in the respective staff category has reached 50%.
- (2) Priority has to be given to appointment negotiations with female candidates in the appointment proposal who are equally suitable as the most suitable other male candidates.
- (3) If no female candidate has been included in the appointment proposal, the appointment committee shall, when assessing the candidates, explain in detail in writing the reasons for their non-inclusion.
- (4) The rector has to notify the AKG of the selection decision before the start of the appointment negotiations. The AKG has the right to lodge a complaint within two weeks. [...]

3. Organizational culture / interference in the case of sexual harassment

GSP § 10

Sexual harassment in the sense of § 8 B-GIBG (for students and applicants in connection with § 42 Abs. 2 B-GIBG) as well as harassment within the meaning of §§ 8a and 16 B-GIBG constitute special forms of discrimination and thus in particular a violation of personal rights. The Mozarteum University Salzburg does not tolerate sexual harassment, sexist behaviour or harassment. Reference is made to the guidelines of the rectorate for the protection against any discrimination on the grounds of gender, in particular by sexual and/or gender-related harassment or by criminal acts against the sexual integrity and self-determination of the Paris Lodron University Salzburg and the Mozarteum University Salzburg.

II. Arrangements for Data Collection

1. Recruitment and career progression

FFP § 6

The proportion of women has to be surveyed annually [...] by the Institute for Diversity and Gender Studies on the instruction of the rectorate. They have to be reported separately for the university as a whole and for all organizational units and according to categories under personnel law (§ 11b Abs. 1 B-GIBG) and compared with the data in the Wissensbilanz.

FFP § 34

The implementation of the support measures or the FFP in the area of the advancement and appreciation of the arts and research, in the area of teaching and studies and of personnel and organizational development has to be documented in accordance with and to the extent of the provisions of the Wissensbilanz (§ 13 Abs. 6 UG). The measures must be taken into account in the university's development plan (Entwicklungsplan).

2. Work-life-balance and organizational culture

GSP § 25 (5)

At the Mozarteum University Salzburg, the childcare needs of all university employees, including staff as part of research funding and contract research as well as students, will be surveyed for three years at a time by the responsible member of the rectorate with the support of the Family Service Office. [...] Furthermore,

the Mozarteum University Salzburg provides the Familie & Beruf Management GmbH with a report on the progress and results of implementation prepared by the head of the Family Service Office every year from the date of receipt of the basic certificate, without being requested to do so. These reports are sent to the university council, the rectorate, the senate, the AKG and the works councils. Appropriate measures are taken on the basis of the results within the framework of the Zielvereinbarung and in accordance with the financial means.

GSP § 32

- (1) In addition to the reporting obligations based on the regulations of the Wissensbilanz, the responsible member of the rectorate has to prepare an annual report on the effects of the measures taken to improve the reconciliation of work and family life/studies on the basis of surveys and reports by the Family Service Office.
- (2) These reports are forwarded to all interest groups including the AKG [...] and are available to all members of the Mozarteum University Salzburg.
- (3) All survey results and reports regarding new measures to improve the reconciliation of work and family life/studies are published appropriately as part of the review (audit certification) "hochschuleundfamilie".

III. Support by Training and Capacity-Building

FFP § 3 (3)

The rectorate ensures that information and further education events are held regularly on the topics, measures and bodies of equality in cooperation with the AKG and the Institute for Diversity and Gender Studies. In particular, persons in leading positions are to be addressed.

FFP § 8 (3)

As a measure for the promotion of women, the university – depending on the financial possibilities – may set up a mentoring programme.

Part 2

I. Work-Life-Balance and Organizational Culture

FFP § 29

- (1) Working time flexibility (e.g. flexitime/Gleitzeitreglung) has to be promoted for all members of the university. It has to be discussed in all career and staff interviews.
- (2) It has to be made easier for employees to make use of the statutory, contractual or collective agreement options for reducing weekly working hours or part-time employment, for organizing flexible working hours, for taking special leave and parental leave for family reasons and for care leave by means of organizational measures. When reducing the weekly working hours to half or in the case of part-time work, it must be ensured that the entrustment with tasks is also reduced accordingly.

II. Gender-Balance in Leadership and Decision-Making

FFP § 27

In accordance with the requirements of the UG, appropriate representation of women in the composition of the committees must be ensured.

FFP § 28

In management and administration, the legal requirement for the advancement of women must be observed.

III. Gender-Equality in Recruitment and Career-Progression

FFP § 2

- (1) Measures for the promotion of women serve to eliminate existing underrepresentations of women in all organizational units, at all hierarchical levels, in all functions and activities. This applies to temporary as well as permanent employment and training relationships.
- (2) Women are under-represented if their share in the total number of employees in the respective category (in particular according to § 11b Abs. 1 B-GIBG) is less than the percentage stipulated in the UG.
- (3) If women are underrepresented, they must be given priority in applications, career advancement and training and further education according to § 11b to B-GIBG), if they have the same qualifications as the most suitable competitor, until a percentage of women equal to the percentage stipulated in the UG is achieved. This applies unless specific reasons relating to the person of a competitor prevail. These reasons must not have any direct or indirect discriminatory effect on female applicants (according to § 11b Abs. (2) B-GIBG; in particular, marital status or caring responsibilities are not to be taken into account).
- (4) All university members and in particular management/governing bodies are obliged to work towards the elimination of existing discrimination against women within their sphere of influence

- (5) If women are not under-represented in an organizational unit, hierarchical level, function or activity, the requirement to promote women does not apply.

FFP § 24 (4)

According to § 5 B-GIBG, the following criteria in particular may not be used in a discriminatory manner in the selection decision between applicants:

1. existing or previous (a) interruptions of employment, (b) part-time employment or (c) reduction of weekly working hours,
2. age or marital status,
3. own income of the spouse, registered partner or cohabitant of an applicant,
4. time constraints due to the care of children or relatives in need of care and the intention to make use of the possibility of part-time employment or reduction of the weekly working hours.

Cmp. furthermore:

- Recruiting: FFP § 8 (1) – (3), FFP § 21 (1) – (7), § 22 (1) – (3), § 23 (1) – (4), § 24 (3) – (5)
- Career progression: FFP § 26 (1) – (4)

IV. Integration of Gender Dimension into Research and Teaching Content

1. Use of gender-fair language

- publication of a handbook concerning gender-inclusive language
- evaluation of the application of gender-inclusive language in teaching

2. Integration of gender studies in teaching

FFP § 10

- (1) The university shall promote the development and expansion of women's studies and gender studies. [...]
- (2) Women's studies and gender studies is the artistic or academic field that deals generally or subject-specifically with the social situation of women in history and the present as well as with the relationship between the sexes; whereby a fundamental understanding is assumed here that, in the sense of feminist research, takes into account the critique of power and domination, inclusion and exclusion processes and more recent research in the area of intersectionality and diversity.

FFP § 11 (4)

For each academic year, students has to be offered courses (also in cooperation with other educational institutions) with scientific theoretical and/or methodological critical content related to women's and gender studies at least as an elective subject within the curriculum [...].

V. Measures against Gender Bias

GSP § 10

Sexual harassment within the meaning of § 8 B-GIBG (for students and applicants in conjunction with § 42 Abs. 2 B-GIBG) as well as harassment within the meaning of §§ 8a and 16 B-GIBG are special forms of

discrimination and thus in particular a violation of personal rights. The Mozarteum University Salzburg does not tolerate sexual harassment, sexist behaviour or harassment. Reference is made to the guidelines of the rectorate for the protection against any discrimination on the grounds of gender, in particular by sexual and/or gender-related harassment or by criminal acts against the sexual integrity and self-determination of the Paris Lodron University Salzburg and the Mozarteum University Salzburg.

GSP § 5

- (1) [...]
- (2) Any form of direct or indirect discrimination on the basis of gender when applying for or entering into an employment relationship with the Mozarteum University Salzburg, when applying for a senior position and when filling senior positions, when appointed to collegial bodies, when determining remuneration in individual employment contracts and in personnel decisions has to be avoided. The same applies to any allowances, contributions and other benefits in kind.
- (3) No one is to be directly or indirectly discriminated on the basis of gender, either in the admission procedure for studies or as a student
- (4) The Mozarteum University Salzburg is committed to an open-minded approach to the sexual orientation of its members. Open or hidden discrimination or hostility towards hetero-, homo- or bisexual as well as trans-, inter- or queer persons is strictly rejected. No one should be forced to hide or disclose their sexual orientation.

Cmp. furthermore: GSP § 10 (2), (3), GSP § 13 (1) – (6), GSP § 14 (1), (2), FFP § 25 (1) – (4)