

Babeş-Bolyai University

GUIDELINES ON GENDER EQUALITY



Centrul  
Qualitas

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*This guide was prepared by a group of experts approved by Administrative Council Decisions 1733/22.02.2021 and 2723/22.03.2021, with the following members: associate professor Oana DAVID, PhD (coordinator), associate professor Felicia ROŞIORU, PhD, assistant professor Toma BUREAN, PhD, assistant professor Réka GEAMBAŞU, PhD, assistant professor Ana PANTEA, PhD, assistant professor Anca SIMIONCA, PhD, doctoral student Monica BARTUCZ, student Denisa MĂLAN. Supervising vice-rectors: professor Bálint MARKÓ, PhD, professor Adrian PETRUŞEL, PhD. The Guide was approved by Administrative Council Decision no. 11981/30.09.2021.*

## **Guidelines on Gender Equality**

### **PREAMBLE**

This guideline is an official document regarding the policy and action plans for fostering gender equality within Babeş-Bolyai University and draws mainly on the provisions of the Romanian Constitution, the Labour Code, Government Ordinance no. 137/2000 on the prevention and sanction of all forms of discrimination, Law no. 202/2002 on equal opportunities between women and men, Law no. 1/2011 on national education and Law no. 206/2004 on good conduct in scientific research, technological development and innovation, intellectual property law.

Babeş-Bolyai University complies with all European and national laws and regulations on equal opportunities and equality between women and men and fosters it at all levels and in all areas of its activity. The provisions of these guidelines observe the particularities of religious denominations and do not prejudice the privacy of employees, students or other persons to whom they apply.

This document is applicable to members of the Babeş-Bolyai University community (students, master's students, doctoral students, teaching and research staff, auxiliary teaching staff, non-teaching staff) and sets out a framework of plans and actions aimed at combating gender discrimination and promoting gender equality, in particular in terms of access to educational programmes and activities provided by Babeş-Bolyai University, recruitment and employment, promotion, access to social-administrative services provided to students (financial support - scholarships, accommodation, cafeteria, facilities provided for cultural and sports activities, etc.) and relations with third parties.

At Babeş-Bolyai University, the recruitment, retention and promotion of staff are governed by the criteria of professional competence, scientific and teaching proficiency and compliance with the rules of moral conduct. In light of this, the purpose of this document is: a) to assert the commitment of Babeş-Bolyai University to gender equality and actions for its protection; b) to define the principles and actions required to achieve gender equality within the local, national and international community, c) to foster a safe academic environment by preventing and combating all forms of discrimination.

## **SECTION I - GENERAL PROVISIONS**

### **1.1. GENERAL REGULATIONS**

#### **Art. 1.**

##### *Statements and commitments*

(1) Gender equality is one of the fundamental values fostered and safeguarded at Babeş-Bolyai University with the aim of ensuring that all members of the academic community, regardless of sex or gender identity, enjoy the same opportunities, rights and obligations.

(2) Babeş-Bolyai University aims to ensure equal opportunities for women and men in learning, teaching, research, administration and management activities, equal work conditions, non-discriminatory access to education and teaching, courses and study programmes at all levels, regardless of gender, with due consideration to the specificity of religious education.

(3) Babeş-Bolyai University promotes and supports equal opportunities for women and men in leadership and decision making positions, including in terms of the appointment of members and/or attendees in any board, expert group and other managerial and/or advisory structures.

(4) Within the scope of these guidelines, equal opportunities and equal treatment of women and men refers to the consideration of the distinct skills, needs and aspirations of women and men and their equal treatment with due respect for human dignity, with each person being guaranteed the unfettered and unrestricted right to personal development.

(5) Babeş-Bolyai University strives to pursue goal-oriented activities to actively promote the equal rights of employees and students, prevent gender discrimination and deter attitudes of sexual harassment and bullying both within the academic community and in the social environment.

(6) Babeş-Bolyai University is also committed to combating gender stereotypes, defined as organised systems of consensual beliefs and opinions, representations and prejudices concerning the roles and attributes that women and men have or should have.

(7) In accordance with the provisions of Law No 202/2002 on equal opportunities and equal treatment of women and men, 'sex' will be defined in this guide as the set of biological and physiological attributes that distinguish between women and men, and 'gender' as the set of roles, behaviours, characteristics and activities that society deems appropriate for women and men respectively.

### **1.2. BABEŞ-BOLYAI UNIVERSITY REGULATORY FRAMEWORK ON GENDER EQUALITY**

#### **Art. 2.**

##### *Equal opportunities and treatment in education*

(1) Babeş-Bolyai University acknowledges and guarantees equal access of all citizens to all levels and forms of higher education, without any degree of discrimination, in accordance with the provisions of the National Education Law 1/2011. According to the principle of non-discrimination, which governs the activity of students within the academic community, all students enjoy equal treatment at Babeş-Bolyai University, and any form of harassment or gender discrimination against students is strictly forbidden.

(2) Adopting affirmative action measures, within the limits provided for by law, for the effective implementation of equal opportunities and differential treatment based on an essential and determining occupational or educational requirement in accordance with national and

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European provisions shall not constitute discrimination. Nor shall an ostensibly neutral provision, action, criterion or practice which results in one person being placed at a disadvantage compared with another on grounds of sex be deemed to constitute discrimination if that provision, action, criterion or practice is objectively justified by a lawful purpose and the means of achieving that purpose are reasonable, appropriate and necessary.

### **Art. 3.**

#### *Equal opportunities and treatment in work relations*

(1) Any form of gender-based discrimination, sexual harassment or psychological harassment is forbidden at Babeş-Bolyai University in relation to:

- a) choosing or pursuing a profession or activity for which the person meets the legal requirements;
- b) employment in all vacancies or positions at all levels of the professional hierarchy for which the person qualifies;
- c) equal pay for work of equal value;
- d) access to occupational-related information and counselling, training, qualification, further training, upskilling and reskilling programmes;
- e) advancement to any hierarchical and professional level for which the person fulfils the legal requirements;
- f) employment and working conditions that comply with occupational health and safety regulations, in accordance with the provisions of the legislation in force, including dismissal conditions;
- g) benefits, other than those of a remunerative nature, granted in accordance with the law or the provisions of applicable collective work agreements;
- h) access to employers' organisations, trade unions and professional bodies and to the benefits granted by them;
- i) social benefits and services granted in accordance with the legislation in force.

(2) Discrimination based on practices which place persons of a particular sex or gender at a disadvantage in employment relationships is prohibited in relation to:

- a) announcement, organisation of competitions or examinations and selection of candidates for vacancies;
- b) establishment, interruption, modification and/or termination of the legal employment relationship;
- c) establishing or modifying the duties set out in the job description;
- d) determining remuneration;
- e) benefits other than those of a remunerative nature and, if granted by the employer, social security benefits;
- f) occupational-related information and counselling, training, qualification, further training, upskilling and reskilling programmes;
- g) assessment of individual work performance;
- h) career advancement;
- i) disciplinary measures;
- j) the right to join a trade union and to have access to its benefits;
- k) any other work conditions in accordance with the legislation in force.

(3) Any directive or provision to discriminate against a person based on sex or gender is also forbidden.

(4) Family and marital status may not constitute grounds for discrimination, subject to the legal incompatibility provisions. Marital status means the legal status by which a person is unmarried, married, divorced, widowed; family status means the legal status by which a person is related to, married to or adopted by another person.

(5) Any hostile behaviour in response to a complaint or legal action concerning a violation of the principle of equal treatment and non-discrimination is considered persecution and is prohibited.

(6) The following are not considered discrimination:

- a) special measures provided for by law for the purpose of protecting maternity, childbirth, breastfeeding, and child-rearing;
- b) positive actions aimed at the protection of certain categories of women or men, defined as special actions taken temporarily to accelerate the de facto implementation of equal opportunities for women and men;
- c) a differential treatment based on sex where, given the nature of the specific professional activities in question or the context in which they are carried out, it constitutes a genuine and determining professional requirement, insofar as the objective is legitimate and the requirement is reasonable.

**Art. 4.**

*Equal opportunities and treatment in teaching and research*

(1) The University is fully committed to fostering an environment conducive to the recruitment, retention and career advancement of women researchers, in full compliance with EU legislation on gender equality, by taking measures to address gender imbalances in decision-making processes and reinforcing the gender aspect in research programmes. To this end, at all possible times:

- a) equal opportunities will be ensured for the under-represented sex in structures involved in recruitment, career advancement and in the establishment and evaluation of research programmes, in order to achieve gender balance in management and decision-making positions;
- b) means will be adopted to raise awareness and build on the ability to achieve institutional change;
- c) implementation of gender policies and actions at institutional level will be monitored;
- d) flexible and family-friendly working conditions and arrangements for both women and men will be implemented.
- e) performance assessments of teaching staff and researchers will be reviewed to eliminate gender bias.

(2) Employment in a fixed-term or permanent teaching or research position is carried out under the terms of the National Education Law no. 1/2011, which may be applied for by Romanian or foreign citizens, without any discrimination based on gender, in compliance with the specificities of religious education and any legal restrictions.

(3) According to the legal provisions, spouses, relatives up to and including the third degree may not hold offices at the same time so that one or the other is in a position of management, control, authority or institutional evaluation at any level in the same university and may not be appointed to doctoral committees, evaluation committees or selection committees where decisions may affect spouses, relatives up to and including the third degree.

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(4) In accordance with the provisions of Law no. 206/2004 on good conduct in scientific research, technological development and innovation, the following gender-based actions are forbidden:

- a) deliberately hindering, obstructing or sabotaging the research and development activities of other persons, including by improperly preventing access to research and development premises, by damaging, destroying or mishandling of experimental devices, equipment, documents, computer programs, electronic data, organic or inorganic substances or living matter that are indispensable in order for other persons to conduct, carry out or complete research and development activities;
- b) abuse of authority for the purpose of obtaining authorship or co-authorship of the publications of subordinates;
- c) abuse of authority for the purpose of obtaining salary, remuneration or other material benefits from research and development projects managed or coordinated by subordinates;
- d) abuse of authority for the purpose of obtaining authorship or co-authorship of the publications of subordinates or for the purpose of obtaining remuneration, compensation or other material benefits for spouses, family or relatives up to and including the third degree;
- e) abuse of authority for the purpose of unjustifiably imposing one's own theories, concepts or findings on subordinates;
- f) obstructing the work of a committee during an investigation into misconduct relating to discrimination and equal treatment.

### **1.3. FAMILY-FRIENDLY POLICIES FOR BOTH WOMEN AND MEN AND WORK-LIFE BALANCE**

#### **Art. 5.**

##### *General provisions*

(1) Work-life balance policies foster gender equality by supporting women's access to the labour market, by promoting the fair and equitable distribution of burden-sharing between men and women and by reducing gender gaps in income and pay.

(2) To this end, Babeş-Bolyai University is fully committed to comply with the regulations on maternity protection in the workplace and the granting of high-risk pregnancy leave, maternity leave, paternity leave, parental leave, childcare leave, settling-in leave, sick childcare leave, healthcare leave or leave for child supervision within the legal provisions.

(3) In addition, during collective negotiations, Babeş-Bolyai University will support collective labour agreement provisions on days off in the event of major family events and other measures that consider family responsibilities, and the inclusion of clauses prohibiting acts of discrimination and procedures for dealing with complaints/appeals from persons who have been harmed by such acts.

**Art. 6.**

*Maternity*

(1) Maternity may not be a ground for discrimination, as Babeş-Bolyai University is committed to abide by the maternity protection guidelines in the workplace, according to GEO 96/2003. Any unfavourable treatment of a woman related to pregnancy or maternity leave amounts to banned discrimination.

(2) Based on the recommendation of the family doctor, a pregnant employee who cannot perform her normal working hours for health reasons, either her own or that of her unborn child, is entitled to a one-fourth reduction of her normal working hours, with preservation of her salary income, paid entirely from the employer's salary fund, in accordance with legal provisions.

(3) If the findings of the assessment of activities that may present a specific risk of exposure to harmful agents, processes or working conditions indicate a risk to the safety or health of employees, pregnancy, or the unborn child, employees shall be entitled to maternity leave, granted in accordance with the law. Maternity risk leave may be granted, in full or split, for a period of up to 120 days, by the family doctor or specialist doctor, who will issue a medical certificate to this effect.

(4) Following the recommendation of the family doctor or specialist doctor, Babeş-Bolyai University will grant pregnant employees time off for prenatal consultations during normal working hours, up to a maximum of 16 hours per month, where investigations can only be carried out during working hours, with no reduction in salary rights.

(5) Employees are entitled to maternity leave for the protection of their and their child's health before and after birth, of which they are legally required to spend at least 42 days on maternity leave.

(6) Upon request, Babeş-Bolyai University will grant employees who breastfeed two breastfeeding breaks of one hour each during working hours, until the child is one year old. These breaks shall also cover the time needed to travel to and from the place where the child is being breastfed. At the mother's request, breastfeeding breaks may be exchanged for a two-hour reduction in her normal working hours. Breaks and reduction of normal working time for breastfeeding are considered part of working time, will not reduce earnings and will be paid for in full from the employer's salary fund.

**Art. 7.**

*Paternity*

(1) The newborn child's father is entitled to a paternity leave of 5 working days, as provided for by Law No 210/1999 on paternity leave, granted upon request, during the first 8 weeks following the child's birth, on the basis of the child's birth certificate attesting the applicant's paternal capacity. Paternal leave allowance is paid from the establishment's salary fund and corresponds to the salary due for that period.

**Art. 8.**

*Family responsibilities*

(1) Either of the child's natural parents, one of the persons who has adopted the child, to whom the child has been given for adoption or who has the child in foster care or in emergency placement, as well as the person who has been appointed legal guardian, shall be entitled to paid parental leave up to the age of two years, or three years if the child is disabled, provided they meet the conditions for entitlement under the legislation in force.

(2) The granting of this leave will also take into consideration the periods during which the person applying for it:

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- a) attends, without interruption (excluding the interruption of courses for medical reasons), the full-time undergraduate or master's degree courses, as well as master's degree postgraduate education, organised under the law, in the country or abroad, in a field of study which is recognised by the Ministry of National Education;
- b) is a doctoral student, as provided for by National Education Law 1/2011;
- c) is between graduation from the full-time pre-university courses, organised under the law, and the start of the full-time undergraduate studies within the same calendar year;
- d) is between completion of a full-time university degree programme, with or without a degree or diploma examination, and the start of another full-time university degree programme, organised under the law and attended without interruption, within the same calendar year;
- e) is between the completion of a full-time undergraduate or master's degree programme or a full-time postgraduate master's degree programme and the start of another full-time undergraduate or master's degree programme organised under the law within the same calendar year;
- f) is in the period between completing a full-time postgraduate degree programme and the start of another full-time postgraduate degree programme, organised under the law and attended without interruption, within the same calendar year;
- g) is within 60 days of completing a full-time undergraduate or master's degree programme and a postgraduate master's degree programme organised under the law, with or without a graduation examination, in view of employment, calculated from the first day of the month following completion of studies.
- h) is in any other legally recognised period of parental leave.

(3) Babeş-Bolyai University will issue, as provided for by law, the documents required for the applicant to benefit from parental leave. Babeş-Bolyai University will also grant the parental leave requested by employees under the conditions of the law, the length of the leave being agreed upon with the applicant.

(4) Either of the child's natural parents, one of the persons who has adopted the child, to whom the child has been given for adoption or who has a child in foster care or in emergency placement, as well as the person who has been appointed legal guardian, and who has a child with a disability as a dependant shall be entitled to the following rights, as appropriate:

- a) reduced workload to 4 hours at the request of the person providing actual care for the disabled child (temporary or reversible impairment), until the child reaches the age of 18;
- b) parental leave to care for a child with a disability who has reached the age of 3, until the age of 7.

(5) Any of the natural parents, the person who, under the terms of the law, has adopted, has been appointed guardian, or to whom children have been entrusted for the purpose of adoption or given in foster care, shall be entitled, as provided by law, to receive leave and allowance for the care of a sick child according to the law.

(6) Any unfavourable treatment of a woman or a man in relation to parental leave or paternity leave constitutes discrimination. Family-related leave may not be made conditional or restricted by gender.

(7) Persons granted family-related leave may not be subject to limitations in access to vocational training.

(8) Where female or male employees have been granted family-related leave, that period will not be taken into consideration when assessing their performance if the results of the assessment are unfavourable to the person concerned.

(9) On termination of maternity leave, parental leave for children up to the age of 2 or 3 respectively in the case of a disabled child or parental leave, the employee shall be entitled to return to their previous position or to an equivalent position with equivalent working conditions and also to benefit from any improvement in working conditions to which they would have been entitled during their absence.

(10) In addition, on termination of such leave, the employee who has taken leave shall be entitled to a programme of professional reintegration, the duration of which may not be less than 5 working days.

(11) Babeş-Bolyai University undertakes, under the law, not to terminate employment to:

- a) an employee who is pregnant, in so far as the employer was aware of this prior to issuing the dismissal decision;
- b) an employee who is on maternity leave, a one-off restriction which is extended for up to six months after the employee returns to the establishment;
- c) an employee on maternity leave;
- d) an employee who has recently given birth or is breastfeeding for reasons directly related to their medical condition;
- e) an employee on parental leave for children up to the age of 2 or 3 respectively for a disabled child, a one-off restriction which is extended for up to 6 months after the employee's return to the establishment;
- f) an employee on paternity leave;
- g) an employee who receives an integration incentive, a one-time ban that is extended for up to 6 months after the employee returns to the establishment;
- h) an employee who is on leave in order to care for a sick child.

(12) The ban does not apply to dismissal for reasons arising from legal reorganisation or liquidation of the employer under the provisions of the law.

(13) Babeş-Bolyai University is also committed to facilitating the operation, on its premises, of a kindergarten where the children of employees of the university are given priority.

(14) Where possible, when planning the timetable of teaching activities or working hours, consideration will be given to responsibilities of:

- a) parents with young children, especially if they are not in day-care or nursery care;
- b) individuals who provide care for persons with a disability of the first degree as defined by law;
- c) persons who have to provide personal care or support to a relative or person living in the same household who needs substantial care or support because of a serious medical condition.

(15) Absence from work for reasons of force majeure will not be considered unjustified in the event of a family emergency, illness or accident which requires the immediate presence of the employee.

#### **1.4. HARASSMENT AND GENDER-BASED VIOLENCE**

##### **Art. 9.**

*Harassment and gender-based violence*

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(1) Harassment and gender-based violence are considered serious offences that can damage academic prestige. Gender-based violence is defined as violence directed against a woman or, where appropriate, a man on grounds of gender.

(2) Pursuant to Law No 202/2002 on equal opportunities and equal treatment of women and men, gender-based violence includes, but is not limited to, the following actions:

- a) domestic violence;
- b) sexual violence; female genital mutilation;
- c) forced marriage;
- d) forced abortion and forced sterilisation;
- e) sexual harassment;
- f) human trafficking;
- g) forced prostitution.

The University condemns all these offences wherever and whenever they are committed.

(3) Harassment is any gender-based behaviour with the purpose or effect of violating a person's dignity and which results in creating an intimidating, hostile, demeaning, humiliating or offensive environment.

(4) Moral harassment in the workplace means any behaviour towards an employee by another employee who is their superior, by a subordinate and/or by a hierarchically comparable employee in relation to the work relationship aimed at or having the effect of adversely affecting working conditions by violating the employee's rights or dignity, by damaging the employee's physical or mental health or by prejudicing the employee's professional future, in any of the following forms:

- a) hostile or undesirable conduct;
- b) verbal comments;
- c) actions or gestures.

(5) Moral harassment in the workplace is also any behaviour which, by being systematic, is likely to harm the dignity, physical or mental integrity of an employee or group of employees, jeopardising their work or adversely affecting the work climate. Pursuant to GD 137 of 2000 on the prevention and punishment of all forms of discrimination, stress and physical exhaustion caused by such behaviour are considered to be moral harassment at work.

(6) All forms of harassment and gender-based violence are prohibited in the interaction between members of Babeş-Bolyai University academic community and between members of Babeş-Bolyai University academic community and third parties.

(7) Every employee is entitled to a workplace free of moral harassment.

(8) No employee shall be disciplined, dismissed or discriminated against, directly or indirectly, including in relation to remuneration, training, career advancement or extension of employment, because of having been subjected to or having refused to be subjected to workplace moral harassment.

(9) Employees who engage in any act or conduct of bullying in the workplace will be subject to serious disciplinary action. Disciplinary liability does not remove the employee's criminal liability for such actions.

(10) Sexual harassment, defined as undesired behaviour with sexual connotations, either physical, verbal or non-verbal, with the purpose or effect of violating the dignity of a person and, in particular, of creating an intimidating, hostile, degrading, demeaning or offensive environment, is strictly forbidden.

(11) An employee who is a victim of gender-based discrimination, gender-based moral harassment or sexual harassment may contact the Babeş-Bolyai University Ethics Committee,

and the procedure for reporting acts or incidents of discrimination and for punishing discriminatory behaviour or harassment is set out in point 2.3. of the Guide to Combating Discrimination available at [https://www.ubbcluj.ro/ro/despre/organizare/files/etica/Ghid\\_pentru\\_combaterea\\_discriminari\\_i\\_UBB.pdf](https://www.ubbcluj.ro/ro/despre/organizare/files/etica/Ghid_pentru_combaterea_discriminari_i_UBB.pdf) and the injured party can benefit from the assistance and support measures in place for cases of discrimination or harassment provided for in point 2.4. of the same guide.

(12) Persons who consider themselves victims of gender-based discrimination may file complaints to or against their employer, if the employer is directly involved, and seek the support of the union or employee representatives in the workplace to address the situation. Victims may benefit from the assistance and support provided in the event of discrimination or harassment as set out in point 2.4. of the Guide to combating discrimination. The person providing assistance to the victim is under an obligation of confidentiality with regard to all facts and information that comes to their knowledge in this capacity.

(13) If this complaint/appeal is not resolved by the employer through mediation, the employee who presents facts leading to the presumption of direct or indirect gender-based discrimination in matters of employment is entitled to refer the matter to the competent institutions and to apply to the competent court in the jurisdiction where they are resident or domiciled, i.e. the labour disputes and social security rights section/committee of the competent court, but no later than three years from the date of the offence.

(14) A person who presents factual evidence giving rise to a presumption of direct or indirect gender-based discrimination in areas other than employment-related may apply to the competent institution or to the competent court according to common law for material and/or non-material compensation and/or to have the consequences of the discriminatory acts remedied by the person who committed them.

(15) Any complaint or claim of gender-based discrimination may also be filed after the termination of the relationship in which the discrimination is alleged to have occurred, within the time limit and under the conditions laid down by the relevant legal regulations.

(16) The rejection of harassing and sexually harassing conduct by a person or the subjection of a person to such conduct may not be used as a justification for a decision adversely affecting that person.

(17) Unilateral modification of employment relations or working conditions, including dismissal of an employee who has brought a complaint or grievance to the attention of the establishment or who has submitted a complaint to the competent courts concerning gender-based discrimination, of any members of the union, employee representatives or any other employee who is competent or able to assist in addressing the workplace situation shall be prohibited, except for justified reasons unrelated to the complaint or grievance, including dismissal. Article 19 of the Guide to combating discrimination, on banning the use of false accusations and protecting the alleged perpetrator of discrimination or harassment, is applicable to all complaints concerning any form of gender-based discrimination or harassment.

(18) The Committee on equal opportunities and equal treatment for women and men has the following main responsibilities:

- a) to analyse the context in which the phenomenon of gender discrimination and failure to respect the principle of equal opportunities between women and men has emerged and evolved and to formulate solutions to ensure that this principle is respected, in accordance with the law;
- b) makes recommendations/observations/proposals concerning the prevention/management/remediation of risk contexts which could lead to the

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- violation of the principle of equal opportunities and treatment between women and men, while complying with the principle of confidentiality;
- c) proposes measures to ensure equal opportunities and treatment between women and men, assesses their impact on women and men, putting forward active measures to promote equal opportunities and treatment between women and men and to combat direct and indirect gender discrimination, measures to prevent and combat harassment at work, measures on equal treatment concerning pay policy, promotion and appointment to decision-making positions.

## SECTION II - OPERATIONAL COORDINATES

At Babeş-Bolyai University the gender equality programme is implemented through a series of actions based on the following main components:

- a) accountability of management structures for the elimination of all forms of discrimination against women and the promotion of gender equality;
- b) ensuring equal conditions of study, work and career advancement;
- c) stimulating and supporting gender equality in terms of competitiveness and excellence;
- d) fostering an inclusive organisational climate responsive to the gender perspective;
- e) preventing harassment and gender discrimination.

### **2.1. ACCOUNTABILITY OF MANAGEMENT STRUCTURES FOR THE ELIMINATION OF ALL FORMS OF DISCRIMINATION AGAINST WOMEN AND THE PROMOTION OF GENDER EQUALITY AT BABEŞ-BOLYAI UNIVERSITY**

#### **Art. 10.**

##### *Institutional commitment to promote gender equality*

(1) In line with its fundamental values, Babeş-Bolyai University is committed to promoting a safe environment as well as a culture of inclusion and to sanctioning any behaviour that violates the rights and dignity of members of the academic community.

(2) Babeş-Bolyai University acknowledges that globally there are a number of historical, social and institutional barriers that have been shown to be involved in generating and maintaining gender inequalities in social, cultural, academic, and organisational contexts. As a result, it is committed to combating those attitudes and practices that hinder the expression of women's competitive potential and to taking affirmative action, within the limits of the law, to advance equal opportunities. To this end, the following actions can be implemented, but these are not limited to:

- a) explicit inclusion of gender equality objectives in the Babeş-Bolyai University Strategic Development Plan and in the annual operational plans;
- b) promoting the image of Babeş-Bolyai University as an inclusive institution that supports and values gender equality;
- c) explicit and intentional support for gender equality by encouraging the participation of members with leading positions in the university structures in public debates, forums, national and international conferences on gender equality;
- d) creation of a gender equality structure, in order to support (1) the elaboration, (2) promotion, (3) monitoring and (4) effectiveness of the strategies meant to increase gender equality within Babeş-Bolyai University;
- e) to include regular training sessions for members of the executive and management structures and positions of Babeş-Bolyai University in order to inform and operate on the psycho-social mechanisms involved in generating and maintaining gender inequalities;
- f) to disseminate information to all faculties, departments, academic branches, research and administrative units, as well as other centres related to Babeş-Bolyai University on the strategies for promoting gender equality initiated by the university management;

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g) annual public reports on gender equality indicators.

(3) Institutional commitment to promoting gender equality will be monitored by the following indicators:

- a) inclusion of gender equality objectives in the Babeş-Bolyai University Strategic Development Plan and annual operational plans;
- b) the number of annual public debates, forums, national and international conferences on gender equality attended by members in leadership positions in the university structures;
- c) the creation of a gender equality structure at Babeş-Bolyai University;
- d) annual implementation of training sessions on the psycho-social mechanisms involved in generating and maintaining gender inequalities organised for members of the executive and management structures and positions at Babeş-Bolyai University

### Art. 11.

#### *Ongoing documentation, monitoring and reporting on developments in achieving gender equality*

(1) Babeş-Bolyai University supports the development, monitoring and implementation of strategies to improve equal opportunities among its community. This requires an accurate and detailed overview of relevant data on gender equality and an insight into its evolution over time.

(2) Also, to ensure transparency and effectiveness of the actions put forward to improve gender equality, the University is committed to advance evidence-based strategies and policies. To this end, the following actions can be implemented, but these are not limited to:

- a) setting up a procedure for the regular submission of data from faculties, research units and the Human Resources department. The aim is to collect and disseminate gender related information on:
  - i. university students;
  - ii. university employees;
  - iii. persons applying for university admissions at all levels;
  - iv. persons applying for positions in teaching, research and administrative recruitment competitions, both fixed-term and permanent.
- b) developing a data recording, processing and reporting procedure at the level of the Qualitas Centre or other dedicated structures, in conjunction with the gender equality structure. The aim is to process data and to provide regular reports on:
  - i. gender distribution of employees (administrative, research, teaching), broken down by Faculties, Research Units, Administrative Directorates);
  - ii. gender distribution across the management positions (University, Faculty, Research Units, administrative directorates), as well as the applications for these positions;
  - iii. gender distribution of applications for open positions (administrative, research, teaching) and their subsequent filling;
  - iv. comparative gender balance in terms of career progression and remuneration;
  - v. comparative gender balance of competitiveness and academic excellence indicators;

- c) development of a procedure for regularly briefing the relevant management and staff within the university (Rector's office, directors of research units, deans, department directors) on the current situation and progress in gender equality.

(3) Progress related to documentation, monitoring and ongoing reporting on the implementation of gender equality can be measured against the following indicators:

- a) having a sound procedure for collecting data relevant to gender equality issues broken down by gender for both employees and students;
- b) the production of annual reports and their publication;
- c) periodic analysis on the development over time of the relevant indicators, to support decisions concerning the actions and measures of the Babeş-Bolyai University Action Plan for Gender Equality;
- d) periodic submission of reports and analyses on the progress of relevant indicators over time to decision-making bodies in the university.

#### **Art. 12.**

*Carrying out training sessions and campaigns to increase awareness of the importance of gender equality, identify and combat cognitive distortions regarding gender equality among university employees, management and students*

(1) Cognitive gender bias refers to judgements or decisions that are based on personal beliefs and experiences in favour of one gender. Gender bias can affect academic decisions related to employment, providing gender-differentiated opportunities or promoting representatives of one gender over the other. These biases can be explicit or implicit (e.g. stereotypes, prejudices). When they are explicit, they are recognisable and can be verbalised by the individual. Gender biases are implicit when the person is unaware of their existence, but their decisions and actions are influenced by them.

(2) Awareness-raising campaigns refer to actions intended to provide information and tools to identify and combat gender biases and involvement in gender-related behaviour.

(3) Gender bias training refers to providing employees, management and/or students with declarative and procedural knowledge related to how gender bias can be identified and addressed. Dimensions related to combating gender bias can also be included in the curriculum of relevant academic subjects to help students to become aware of and correct it. To this end, Babeş-Bolyai University proposes the following actions to raise awareness of the importance of gender equality and to identify and correct these biases for university employees, management and students:

- a) implementing campaigns to promote awareness of the importance of gender equality and the effects of gender bias on academic decision-making;
- b) providing university staff, management and students with access to tools for monitoring and facilitating the identification and awareness of gender bias and its effects;
- c) implementing face-to-face and/or online (e.g. e-learning) training sessions to challenge and correct gender bias and its effects on gender equality related decisions and behaviours;

## Guidelines on Gender Equality

- d) integrating gender dimensions into the curriculum of relevant subjects to help students become aware of and correct gender biases and inequalities.

(4) The progress in implementing training sessions and campaigns to increase awareness of the importance of gender equality, identify and combat cognitive distortions regarding gender equality among university employees, management and students will be monitored against the following indicators:

- a) Access to information on the importance of gender equality and the effects of gender bias on academic decisions (e.g. the male image of the researcher, manager, etc.) for university employees, management and students;
- b) Access to tools that can measure and contribute to raising awareness of gender bias among university employees, management and students;
- c) Access to information and training to address gender bias and support gender equality for university employees, management and students.

## 2.2. ENSURING EQUAL CONDITIONS OF STUDY, WORK, CAREER ADVANCEMENT, AND EQUAL PAY

### Art. 13.

*Promoting gender equality in access to and completion of higher education.*

(1) Babeş-Bolyai University promotes the institutional practices that foster equal and non-discriminatory access to education. In addition, under the provisions of Art. 8, para. 2 of the Babeş-Bolyai University Guide to combating discrimination, it “considers that the diversity of its workforce should also reflect the demographic diversity of the state.” In this respect, the University undertakes to facilitate the access to education of persons discriminated against based on gender where they are under-represented due to socio-cultural and/or institutional constraints. In order to achieve gender equality in terms of access to education and completion of higher education, the following actions are recommended, but are not limited to:

- a) monitoring and reporting on gender inequalities in student enrolment, admission, attendance and graduation rates at faculty and university level for all degree programmes (undergraduate, master’s, doctoral and post-doctoral degrees).
- b) developing recommendations and strategies to improve or balance the gender-specific enrolment, admission, attendance and graduation rates in academic activities for all degree programmes (undergraduate, master’s, doctoral and post-doctoral degree programmes).
- c) using gender inclusive language in job announcements;
- d) implementing and promoting mentoring schemes for those categories of students who are particularly affected by the drop-out factor in terms of gender;
- e) implementing training sessions for students and teachers on the cognitive distortions involved in generating and maintaining gender inequalities in the university environment.
- f) annual reporting of indicators on the progress in achieving gender equality in terms of access to education and drop-out rates at faculty and university level.

(2) The progress in advancing gender equality in terms of access to and completion of university education studies will be monitored against the following indicators:

- a) availability of gender balancing measures for the first-generation students quota for degree programmes (undergraduate, master's, doctoral and post-doctoral degree programmes) where gender disparities are observed.
- b) availability of gender balancing measures for enrolment and admissions for the gender quota for programmes (undergraduate, master's, doctoral and post-doctoral degree programmes) where gender disparities are observed.
- c) availability of measures to balance the graduation rate for the gender variable for degree programmes (undergraduate, master's, doctoral and post-doctoral programmes) where gender disparities are observed.
- d) availability of measures to reduce the drop-out rate among students for degree programmes (undergraduate, master's, doctoral and post-doctoral programmes) where gender disparities are observed.
- e) conducting training sessions on gender equality at the start of each academic year.

**Art. 14.**

*Fostering gender equality in the recruitment, retention, promotion and remuneration of human resources*

(1) At Babeş-Bolyai University, the recruitment, retention and promotion of staff are governed by the criteria of professional competence, scientific and teaching proficiency and compliance with the rules of moral conduct.

(2) Babeş-Bolyai University adheres to the legal regulations on providing equal employment opportunities regardless of sex or gender identity and is committed to taking affirmative action, consistent with statutory provisions, to facilitate access to employment and promotion opportunities within the university for women where they are under-represented as a result of socio-cultural and/or institutional limitations. To this end, the following actions are recommended:

- a) integrating the objectives of implementing gender equality in the recruitment, motivation, promotion and remuneration practices for the Babeş-Bolyai University staff into the Human Resources Policy of the university;
- b) implementing face-to-face and/or online (e.g. e-learning) training sessions on the cognitive distortions involved in engendering and perpetuating gender inequalities related to staff recruitment, motivation, promotion and remuneration;
- c) using structured interviews during recruitment and scoring answers according to pre-established criteria;
- d) detailed outline of the job description and the job-specific skills required;
- e) broadening the pool of potential employees by conducting workshops and other outreach activities among trainees;
- f) using gender inclusive language in job announcements;
- g) annual assessment of gender disparities related to employment termination broken down by category of activity (administrative, research, teaching);
- h) identifying causes of gender gaps in contract termination (where they exist) and developing motivation and retention strategies;
- i) transparent information on career development opportunities;
- j) ensuring standardised and transparent promotion criteria and practices;
- k) implementing training sessions on the development and implementation of a career plan;

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- l) providing counselling for male and female employees who wish to learn career advancement strategies that take into account potential discrimination;
- m) monitoring the implementation of adequate recruitment, motivation, retention and promotion strategies for the human resources at Babeş-Bolyai University and measuring their impact.
- n) ensuring standardised and transparent remuneration criteria and practices;
- o) implementing face-to-face and/or online training sessions on the cognitive distortions involved in engendering and perpetuating gender inequalities related to remuneration;
- p) annual analysis of gender pay inequalities and factors contributing to the observed disparities;
- q) developing and implementing strategies to eliminate gender pay gap mechanisms where gender pay gaps are observed.

(3) Progress in addressing gender equality in recruitment, retention, promotion and remuneration of human resources will be monitored against the following indicators:

- a) explicit inclusion of the objectives of implementing gender equality in the recruitment, motivation, promotion and remuneration practices of Babeş-Bolyai University staff in the Human Resources Policy of the University;
- b) regular participation of employees and employers in face-to-face and/or online (e.g. e-learning) training sessions on the cognitive distortions involved in engendering and perpetuating gender inequalities related to staff recruitment, motivation, promotion and remuneration;
- c) access to structured interviews for employment;
- d) small and unsystematic differences in the share of women employed;
  
- e) small and unsystematic differences in staff retention;
- f) small and unsystematic differences in career progression indicators between women and men (average number of years spent in teaching assistant positions after completion of a doctoral degree, average number of years spent in assistant professor positions after meeting the requirements for an assistant professor position);
- g) small and unsystematic differences in staff remuneration;
- h) annual reporting of indicators on the achievement of gender equality in terms of recruitment, retention and career advancement at the level of faculties and Babeş-Bolyai University.
- i) annual reporting of indicators on the achievement of gender equality in terms of remuneration at the level of faculties and Babeş-Bolyai University.

### **2.3. STIMULATING AND SUPPORTING GENDER EQUALITY IN TERMS OF COMPETITIVENESS AND EXCELLENCE**

#### **Art. 15.**

##### *Participation of women in leadership and management positions*

(1) According to the Regulation on the elections for the leadership structures and positions at Babeş-Bolyai University art. 3, paragraph (1) letter c), the election and appointment in

leadership positions at the university is based on the principles of representativeness and fair gender representation.

(2) Babeş-Bolyai University is aware that, at national and international level, there are a number of cultural and institutional barriers, that are a reflection of the historical past, which may still perpetuate gender inequalities in leadership and management positions.

(3) The University is committed to promoting gender equality/opportunity in the representation of women in all executive and managerial structures and positions of the University, as specified in the Babeş-Bolyai University Charter. To this end, the following actions are recommended:

- a) developing proactive strategies to reduce gender disparities when applying for managerial positions to be included in the overall gender equality objectives of departments and faculties;
- b) ensuring access to information, opportunities and transparent selection procedures for management positions;
- c) diversifying the pool of candidates for management positions by conducting information sessions, workshops or other outreach activities among potential female candidates;
- d) using gender inclusive language in job announcements;
- e) increasing the visibility of women in leadership positions within the academic community;
- f) implementing training programmes to develop leadership and management skills for members of the academic community;
- g) conducting workshops, conferences, traineeships, training sessions for women contemplating leadership positions;
- h) implementation of executive coaching programmes;
- i) implementation of face-to-face and/or online training sessions on the psycho-social mechanisms involved in engendering and perpetuating gender inequalities related to the recruitment of staff in leadership positions;
- j) monitoring the implementation of strategies to reduce gender gaps in managerial positions and measuring their impact.

(4) Progress in the representation of women in management and leadership positions will be monitored against the following indicators:

- a) small and unsystematic gaps in applications of women to leadership and management positions as outlined in the Babeş-Bolyai University Charter.
- b) access to leadership and management training programmes;
- c) access to executive coaching programmes;
- k) access to face-to-face and/or online training sessions on the cognitive distortions involved in engendering and perpetuating gender inequalities related to the recruitment of staff in leadership positions;
- l) annual reporting of indicators on implementing gender equality in staff recruitment at faculty and university level.

## **Art. 16.**

*Fostering the academic competitiveness of women*

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(1) Pursuant to the Babeş-Bolyai University Charter, art. 20, para. (1) competitiveness is the underlying principle for joining the Babeş-Bolyai University community, and under art. 21, par. (1) academic authority is acquired by the quality of scientific, teaching and managerial activity. According to art. 18, para. (2), the assessment of academic competence shall be conducted based on the research activity, substantiated by scientific publications, development of patents or generation of innovative products and/or services.

(2) Babeş-Bolyai University is committed, by virtue of its fundamental values and mission, to cultivate an environment conducive to achieving gender equality in terms of the academic competitiveness of its members. To this end, the following actions are recommended:

- a) annual assessment of gender gaps in the percentages attending postgraduate studies (doctoral and postdoctoral degree programmes);
- b) annual assessment of gender gaps in academic performance indicators (percentage of grants submitted and won, percentage of articles published in prestigious journals) at faculty and university level;
- c) annual assessment of gender gaps in academic teaching staff percentages at faculty and university level;
- d) mapping the causes of gender inequalities where they exist and formulating strategies for rebalancing academic performance indicators and the academic teaching staff percentages;
- e) implementing face-to-face and/or online training sessions on the cognitive distortions involved in engendering and perpetuating gender inequalities in relation to academic excellence and competitiveness;
- f) transparency on career development opportunities;
- g) implementing a transparent and fair system for the allocation of tasks indispensable to the operation of departments and faculties (formal and informal administrative tasks) which do not result in publications, grants or other awards of relevance to the achievement of academic authority;
- h) implementation of programmes for the development of career path planning skills;
- i) ensuring adequate conditions for the professional development of women in the early stages of their academic careers filling postdoctoral researcher, teaching assistant, and assistant professor positions.

(3) Improvement in fostering the academic competitiveness of women will be monitored against the following indicators:

- a) access to face-to-face and/or online training sessions on the psycho-social mechanisms involved in engendering and perpetuating gender inequalities related to academic excellence and competitiveness;
- b) access to training programmes for the development of career path planning skills;
- c) creating a transparent and fair system at departmental level for the allocation of tasks indispensable to the operation of departments and faculties (formal and informal administrative tasks) which do not result in publications, grants or other awards of relevance to the achievement of academic authority;
- d) small and unsystematic differences in the share of female professors;
- e) small and unsystematic differences in the share of publications by female authors;

- f) small and unsystematic differences in the percentage of national and international grants coordinated by women;
- g) annual reporting of indicators on the achievement of gender equality in terms of competitiveness and excellence indicators at the level of faculties and at university level.

## **2.4. FOSTERING AN INCLUSIVE ORGANISATIONAL CLIMATE**

### **Art. 17.**

#### *Providing flexible work arrangements and support for students and employees with family responsibilities*

(1) Babeş-Bolyai University complies with the manifold social roles and responsibilities adopted by the members of its community and fosters a flexible work and study environment that facilitates a work and family balance of obligations and aspirations. To this end, the following actions are recommended:

- a) providing childcare facilities within the university such as nursery, daycare and after school to provide support to employees with children to continue working;
- b) implementing training sessions to optimise work-life balance;
- c) implementing training sessions aimed at increasing awareness and flexibility on social stereotypes in relation to gender roles in family life;
- d) providing flexible working hours/patterns for employees with family responsibilities, where possible;
- e) offering the option of remote and online work, to the extent possible considering the nature of the work;
- f) providing accommodation options for families;
- g) supporting dual careers.

(2) Implementation of flexible work arrangements and support for students and employees with family responsibilities will be monitored against the following indicators:

- a) maternity and paternity policies that encourage female participation in work;
- b) affordable childcare facilities for students;
- c) affordable childcare facilities for staff;
- d)
- e) access to family accommodation facilities;
- f) developing strategies to support dual careers at university level.

### **Art. 18.**

#### *Helping personal development and fostering well-being*

(1) Babeş-Bolyai University aims to create a culture of personal and moral development in the local, national, and international community.

(2) The university is aware that discrimination and gender inequalities are a major stressor for women, that such phenomena contribute to a diminished quality of life and constitute a serious challenge to women's physical and mental health.

(3) The university agrees that, nationally and internationally, employee well-being and job satisfaction are closely related to productivity, motivation and retention.

## **Guidelines on Gender Equality**

(4) Thus, Babeş-Bolyai University supports and promotes an environment conducive to the development and maintenance of physical and mental health among its community. To this end, the following actions are recommended:

- a) encouraging community sports programmes within the academic community for the purpose of promoting physical health, collaboration and friendly competition;
- b) implementing personal development programmes involving individual, group and workshop sessions for the academic community;
- c) implementing psychological counselling and psychotherapy programmes involving individual and group sessions or workshops for the academic community;
- d) implementing stress management skills development programmes as individual, group sessions or workshops for the academic community;
- e) implementing networking events to stimulate collaboration between members of the academic community;
- f) implementing training programmes for building an improved organisational climate to promote student and employee well-being;
- g) implementing training programmes to develop assertive communication and collaboration skills among staff;
- h) regular assessment of employee job satisfaction.

(5) Implementation of flexible work arrangements and support for students and employees with family responsibilities will be monitored against the following indicators:

- a) access to sports programmes intended for the academic community;
- b) access to personal development programmes;
- c) access to psychological counselling and psychotherapy programmes;
- d) access to stress management skills development programmes;
- e) regular networking events;
- f) regular training programmes on building an optimal organisational climate to promote student and employee well-being within departments or other administrative units;
- g) access to training programmes for developing assertive communication and collaboration skills among staff;
- h) regular reporting on employee job satisfaction at faculty and university level and development of strategies to improve it.

## **2.5. PREVENTING HARASSMENT AND GENDER DISCRIMINATION**

### **Art. 19.**

(1) Babeş-Bolyai University is committed to providing a safe environment, free from any form of harassment and discrimination by supporting institutional policies aimed at preventing and denouncing actions that violate the dignity of academic community members.

(2) The University is aware that, nationally and internationally, women are among the most frequent victims of harassment and discriminatory behaviour in both social/family and organisational environments.

(3) The university agrees that the most significant causes of harassment and discrimination against women in the institutional environment that need to be addressed include (but are not limited to): socio-cultural patterns handed down culturally regarding the social role of women and men, ignorance of the phenomenon of harassment and gender discrimination, lack of

representation of women in management structures, institutional tolerance of harassment and discriminatory behaviour reflected in the absence or failure to implement policies to prevent and punish such behaviour, as well as the absence or failure to implement policies to protect people who are harassed or discriminated against or who report such abuse as well as isolation from other members of the community. To this end, the following actions are recommended:

- a) anonymous data collection among Babeş-Bolyai University students and employees on the prevalence of gender harassment and discrimination behaviours;
- b) implementing annual training sessions on the detection and reporting of gender harassment and discrimination in all faculties and units of Babeş-Bolyai University;
- c) implementing annual awareness-raising campaigns on harassment and gender discrimination among employees and students;
- d) ensuring transparency on the procedures for filing complaints of harassment and discrimination;
- e) establishing and disseminating transparent procedures for addressing cases of harassment and discrimination;
- f) ensuring protection for victims of harassment and gender-based abuse, as well as for the persons reporting such abuse;
- g) providing psychological and legal counselling for victims of harassment and gender discrimination.

(4) Progress on combating gender harassment and discrimination will be monitored against the following indicators:

- a) regular reporting of findings on gender harassment and discrimination within the university submitted to top management;
- b) availability and frequency of annual training sessions on the detection and reporting of gender harassment and discrimination in all faculties and units of Babeş-Bolyai University;
- c) availability of awareness-raising campaigns on gender harassment and discrimination among employees and students;
- d) availability and effective dissemination of a transparent and simple procedure for filing complaints on harassment and discrimination;
- a) availability and effective dissemination of a transparent and simple process for addressing cases of harassment and discrimination;
- e) availability and effective dissemination of a transparent and simple procedure for the protection of victims of harassment and gender-based abuse as well as of persons reporting such abuse;
- h) access to legal and psychological counselling services for victims of harassment and gender discrimination.

**SECTION III - RESOURCES REQUIRED TO ENSURE GENDER  
EQUALITY AT BABEŞ-BOLYAI UNIVERSITY**

**Art. 20.**

Babeş-Bolyai University is committed to addressing gender discrimination and promoting gender equality within the academic community by providing the necessary resources to achieve this goal. To this end, Babeş-Bolyai University provides access to the following resources:

- a) specialised staff to provide counselling as part of the gender equality service;
- b) specialised staff recruited for data collection and analysis;
- c) access to advanced statistical software;
- d) specialised staff recruited to prepare official reports;
- e) specialised staff recruited for the development of strategic plans and public policies on gender equality;
- f) specialised staff recruited to collect, analyse and submit data and strategic plans to the relevant departments;
- g) dedicated staff in each faculty or research unit to prepare and submit the required data to the Gender Equality Committee;
- h) courses and other training opportunities available for staff on how to process data in accordance with GDPR requirements;
- i) courses and other training opportunities for staff involved in collecting, reporting and submitting information more effectively;
- j) experts hired to develop online educational materials (e-learning) for gender equality training campaigns;
- k) online platforms for the dissemination of information on gender equality in universities;
- l) experts recruited to develop and design public communication strategies;
- m) experts recruited from the field of awareness-raising campaigns on gender inequality mechanisms;
- n) tools to measure gender bias;
- o) trainers recruited for training sessions;
- p) experts recruited in the field of organisational psychology;
- q) experts recruited in the field of mental health;
- r) experts recruited in the field of public health;
- s) experts recruited from the field of human resources;
- t) experts recruited for leadership and management skills training;
- g) childcare facilities accessible to students and staff;
- u) family accommodation areas
- v) sports programmes areas;
- w) staff working to organise sports programmes;
- x) experts for legal advice on gender discrimination.