

# Gender Equality Plan

## Zuyd University of Applied Sciences

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Appendix: Guide for drawing up a gender equality plan (Dutch)

## 0. Introduction

The European Commission is making institutional gender equality plans a requirement for funding from Horizon Europe, the framework programme for research and innovation. The condition is part of the European Commission's plans to actively promote gender equality (Gender Equality Strategy 2020-2025; Gender Equality in the European Research Area). From 2022, every legal entity (government agency, research institution, or higher education institution) must have a gender equality plan in order to be eligible for funding from Horizon Europe.

In the opinion of Zuyd University of Applied Sciences gender equality, diversity, and inclusion are important. All staff and students must feel welcome and accepted at Zuyd. In this context, Zuyd endorses the European Commission's Gender Equality Strategy 2020-2025.

The above-mentioned obligation is the reason for drawing up the first or other institutional Zuyd Gender Equality Plan, which includes existing policy, resources, and measures to promote gender equality. The plan is thus the basis for maintaining and regularly evaluating the effectiveness of existing resources. It also represents a stepping stone to formulating a broader diversity and inclusion policy in 2022.

The plan has been drawn up in accordance with the recommendations from the Guide for drawing up a gender equality plan of the Ministry of Education, Culture and Science (see appendix).

## 1. Public document

This gender equality plan is a public document and available to everyone via the Zuyd website. It is also available to all students and staff via Zuydnet.

Successively, this plan describes the measures taken in the field of organization, numbers, institutions, and knowledge development to promote gender equality at Zuyd.

## 2. Organizational measures

A good infrastructure – sufficient resources, clear goals, and a plan of action – forms the basis for the three groups of measures.

### 1.1. Resources

A **Confidential Adviser** for Undesirable Conduct has been appointed to whom students and staff can turn if they are victims or witnesses of undesirable behaviour such as discrimination, bullying, or sexual or other intimidation. The Confidential Adviser for Undesirable Conduct will take action(s), if necessary, in close consultation with the person reporting. This Confidential Adviser has been placed in the administration services. The confidential adviser deals with undesirable conduct as described in the **Confidential Adviser for Undesirable Conduct Regulations** of Zuyd University of Applied Sciences. These regulations are in keeping with the **Code of Conduct** of Zuyd University of Applied Sciences. The activities of the past year are reported on a yearly basis in an annual report, which also contains recommendations for improvement. The report is discussed with the Central Representative Advisory Council. Information about the confidential adviser is published on [Zuydnet](#).

A **Complaints Committee for Undesirable Conduct** has been established. Students and members of staff can submit formal complaints about undesirable behaviour (all forms of discrimination, aggression, violence, sexual intimidation, bullying, and harassment – including combinations) to the Collective Complaints Committee.

There is an **Ombudsman**, who is an independent and impartial person to whom current and former employees can turn if they have a complaint about the university of applied sciences, the school, the study programme, or the staff. The ombudsman represents the final stage of the complaints procedure and is intended in particular for all complaints which fall outside the existing regulations. The Ombudsman deals with this as described in the Zuyd University of Applied Sciences Ombudsman Regulations. The activities of the past year are reported on a yearly basis in an annual report. Information about the Ombudsman is published on [Zuydnet](#).

As of 2021, Zuyd also has a **Confidential adviser for Scientific Integrity** for research. This is who researchers or lecturer researchers can contact in case of problems concerning possible violations of scientific integrity of research, including gender equality. Information about the WIO confidential counsellor and the safeguarding of the integrity of research at Zuyd has been published on [Zuydnet](#).

There is an **Ethical Committee for Research** ). Within the framework of the code of conduct for Scientific Integrity, it provides solicited and unsolicited advice on ethical, legal, and procedural issues concerning research. Researchers as well as other parties involved in the research may contact the Committee for advice at any time. In addition, the Committee sees it as its task to stimulate a special focus on scientific integrity and ethical awareness. Where necessary, the Committee consults other experts. You can find more information about the ECO on [Zuyd.nl](#).

### 1.2. Goals

As far as gender equality goals are concerned, Zuyd strives for:

- An equal distribution of managerial and decision-making positions with regards to gender;
- Availability to teachers and students for gender-related complaints;
- Sufficient attention to gender in education and research;
- Transparency of the gender equality policy within Zuyd.

### 1.3. Action plan

The present, first Gender Equality Plan provides a description of the measures already taken to promote gender equality. This plan represents the stepping stone to formulate a broader diversity policy and, if necessary, additional measures in 2022. This should lead, among other things, to the possible selection and appointment of an officer specifically for this topic.

### 3. Measures with regard to numbers

Zuyd strives for an equal distribution of men and women in managerial positions and annually reports on the gender distribution in managerial positions in the 'sociaal jaarverslag' (social annual report). In 2015, this proportion of women stood at 42%. The latest figures (*Sociaal Jaarverslag 2020*) show that the target of an equal gender distribution of 49% has practically been achieved. In terms of the entire population, 57% are women.

*(in % van totaal aantal personen met een leidinggevende functie)*

	1-1-2015	1-1-2016	1-1-2017	1-1-2018	1-1-2019	1-1-2020
<b>VROUW</b>	42%	42%	44%	42%	44%	49%

As the objective of equal distribution has almost been achieved, Zuyd does not mention a priority policy for women in its recruitment and selection texts. No distinction is made in this regard. The most suitable candidate is sought based on equality in all respects. After all, practice shows that this leads to an equal distribution. The intention for the future is to pay attention to ensuring vacancies and recommendations are gender-neutral when further modernizing the recruitment policy.

Furthermore, Zuyd offers various secondary employment conditions and other provisions to promote gender equality, which make it possible to fulfil care duties, such as working part-time, using SCD (sustainable career deployment) hours, parental leave. Additionally, Zuyd makes suitable enclosed spaces available for breast-feeding and/or expressing milk.

### 4. Measures with regard to institutions

Zuyd has a number of institutions for the implementation of gender equality policy. As mentioned above, these are: a Confidential Adviser for Undesirable Conduct, a Complaints Committee for Undesirable Conduct and an Ombudsman. And specifically for research, a WIO confidential advisor and an Ethical Commission for Research as of 2021.

Furthermore, a **Collective Complaints Committee for Undesirable Conduct** has also been established for Zuyd University of Applied Sciences, Maastricht University, and the Open University of the Netherlands. The accompanying Collective Complaints Committee for Undesirable Conduct Regulations is published on [Zuydnet](https://www.zuydnet.nl). This regulation is currently being updated and translated.

Lastly, there is a **network of student counsellors and psychologists** to whom students can turn for help on issues relating to gender equality or gender inequality.

### 5. Measures for knowledge development and transfer

Both in education and in research, attention is paid to gender equality as well as gender inequality.

Depending on the nature of the study programmes, this is more or less explicitly addressed. For example, there is more attention for the study programmes Social Work, International Business and the Arts because the population of students and staff in those study programmes is also more diverse.

The HR department actively informs new employees of the gender policy upon their hiring. Employees also sign Zuyd's integrity code upon commencement of employment. This also explicitly includes text on undesirable behaviour and gender equality.

There are (as yet) no specific Zuyd-wide training courses with respect to gender equality. But the subject does represent a part of a number of training courses.

## **6. Closing remarks**

The HR department owns this gender equality plan. This plan is determined by the Executive Board and will be evaluated annually (and supplemented if necessary) by the HR department.

Signature:



Luc Verburgh  
Chair of the Board of Governors



Paul Stallenberg  
Director of the HR department

## **Appendix Guide for drawing up a gender equality plan (Dutch)**