



JÖNKÖPING UNIVERSITY

# Annual Report on Jönköping University's Equal Opportunities Plan 2019

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## Abbreviations and explanations:

JU= Jönköping University (consists of the Jönköping University Foundation which is the parent company of six limited companies as described below)

JIBS= Jönköping International Business School (school/company within JU)

JTH= The School of Engineering (school/company within JU)

HLK= The School of Education and Communication (school/company within JU)

HHJ= The School of Health and Welfare (school/company within JU)

HS= University Services (support and service body within JU)

JUE= Jönköping University Enterprise (company within JU that provides preparatory education for higher studies)

JU-MBL= The Joint Regulation Act (MBL) for the University as a whole

AMK= The work environment committee, one for each school/company

HSA= The head safety representative for the employees in each company.

OLIK-ombud= The non-discrimination representative (OLIK) to whom students can turn in cases of harassment

FHS= School

## Summary

Since starting in spring 2017, the Employer (AG) and the Education Provider (UA) have conducted work on active measures for equal opportunities continuously on an annual basis in four stages: investigate, analyse, act and evaluate.



The analysis of risks and barriers has taken five areas into consideration for the Employer (AG):

- Working conditions
- Recruitment and promotion
- Education and other skills development training
- Salary and conditions of employment
- Possibility of combining parenthood with work

Similarly, five areas have been taken into consideration for the Education Provider (UA):

- Admission and recruitment procedure
- Instructional formats and organisation of education
- Examination and assessment of student achievement
- Study environment
- Possibility of combining parenthood with studying

Procedures and guidelines for harassment have been developed, for both employees and students. AG annually carries out salary surveys and works actively to promote an even gender distribution. All parts of the work have been done in collaboration and documented in writing.

To some extent, AG has integrated the equal working conditions with the systematic work environment management and continues to integrate gender equality into all core business

processes. JU common issues regarding work environment, equal opportunities and gender equality have been regularly raised and discussed in JU's work environment forum.

## **Goals**

Jönköping University wants to offer an inclusive work and study environment where all employees and students are treated in a respectful way and where everyone is given equal opportunities to develop, thrive and perform well. Jönköping University does not accept any form of abusive discrimination, harassment, sexual harassment or discrimination.

## **Active measures for equal opportunities**

### **Stage one: Investigate barriers for equal opportunities and risk of discrimination**

The more generally targeted investigations of the work environment at JU involve several different activities; every two years, JU conducts employee surveys for all employees. The employer also carries out work environment inspection annually within the framework of each school/company's work environment committee/collaboration group and annually recurring employee interviews with all employees at JU.

One of the targeted activities regarding work on equal opportunity includes the anonymous tip box. In 2019, a total of 59 tips were received from five of six companies. Dialogues have also been conducted in various forms in the respective company management, with a focus on surveying risks linked to the five areas for employers (see above).

A mapping of risks and barriers has been conducted in the Forum for Equal Treatment of Students. OLIK (one representative per company), discrimination investigators, representatives from the Student Health Care and Student Union as well as the Coordinator for Equal Treatment participate in the forum.

### **Stage two: Analyse barriers to equal opportunities and the risks of discrimination**

Each company management team has analysed the outcome of the tip box and followed up on the activities of the previous year. The overall analysis resulted in revisions to the action plans drawn up last year. Those plans were then made subject for collaboration between in each of the companies' AMK prior to executive decision.

Based on the analysis in the Forum for Equal Treatment, the Coordinator for Equal Treatment of Students summarized a draft of a JU Joint Action Plan for Equal Treatment for University Students. The draft has been anchored in the Strategic Council for Education and was decided by the President in October 2019.

### **Stage three: Remove barriers to equal opportunities and risks of discrimination**

The action plans that have been drawn up by the respective company management contain measures and activities that must be carried out according to a set time plan. Each activity and action are associated with a person responsible. Based on the overall process for equal opportunities at JU, each work environment committee and collaboration group follow up on the measures and activities that have been decided at the respective FHS/company.

Some of the measures highlighted in the action plans in 2019 are common to several of the FHS/companies. These include:

- ensuring the transparency in the recruitment of staff and faculty by conducting calls for services in accordance with the principles of openness, transparency and merit.
- making it possible to combine parenthood and work. To largely arrange daytime meetings, to plan meetings well in advance and for each company management to create an awareness of this in the business, management being positive and supportive to a balance between work and parenthood.
- activities linked to accessibility on, among other things, the web in accordance with the new web directive (see activities on the Student Web)
- clarifying work assignments in teaching, research and administration to prevent the risk of misalignment between men and women in areas such as administrative responsibilities.

The Work Environment Forum at JU has been continuously informed about the work on equal opportunities on a comprehensive level.

Measures that have been implemented for students include:

- investigating the accessibility of our web site in collaboration with the communications department. Work is underway in accordance with the new web directive in terms of accessibility for everyone on the web, including subtitles on recorded lectures. Work is also underway to ensure that JU's marketing strategy has a broad base.
- to carry out educational efforts regarding norms and discrimination legislation. This has been carried out in both Swedish and English for those active in the Student Union and for students on the Pathway Programmes. The Coordinator for Special Educational Support (SPS) has been teaching on discrimination legislation and accessible education in the educational development courses for new employees as well as for various staff groups at JTH and HHJ. The management team at HHJ has received training focusing on the duty of investigation when reporting harassment, sexual harassment and abusive discrimination.
- conducting accessibility rounds at all FHS/companies with a focus on disability. Measures have been taken regarding signage, which is a work in progress. An accessibility round with a special focus on study environment neutrality has been carried out at JUE's premises in Gränna and measures have been taken.

The Forum for Equal Treatment of Students has been monitoring the implementation and evaluation of activities continuously.

#### Stage four: Follow up and evaluate progress regarding active measures

Based on a JU common questionnaire template, managers, safety officers and others have been given the opportunity to follow up and evaluate the work process for the work with equal opportunities within JU. The questionnaire includes questions about preparation, offered support, the process of working on the four steps, collaboration, results and an evaluation of routines in harassment cases.

The follow-up showed a general satisfaction with the preparation work that was carried out and the support given by the HR department and the Planning Department. Several of the companies emphasized that they want more information, for example on the Intranet, about the ongoing work on revising the action plans for equal opportunities. Several of the companies also emphasized that they want more educational efforts on equal opportunities.

In work environment committees and MBL forums, as well as in the Forum on Equal Treatment, collaboration has taken place together with trade union representatives, safety officers and student representatives. The collaboration works well in the forums, with good dialogue about both discussions and suggestions and decisions on measures.

The measures decided are deemed adequate and seen as satisfactory and fully sufficient based on the preconditions, but some companies state that these measures need to be further specified in order to effectively executed. At present, several of the companies have difficulty answering whether the measures they have decided are appropriate and adequate.

Other views that have emerged in the work with equal opportunities from both employees and students are that there are different action plans for staff and students and that there are challenges regarding coordination when the responsibility for implementation lies with the respective companies. It is unclear who is responsible for an action when there are several different roles specified. Another comment is the lack of clarity regarding the division of responsibilities at the managerial level in the action plans, where responsibility lies to provide information on the topic at hand, and how the dissemination of information should take place within the company.

A summary of the follow-up of active measures for equal opportunities will be presented in JU's Work Environment Forum and JU's Forum for Equal Treatment of Students to identify development opportunities that affect the entire university.

## **Promoting equal gender distribution and gender equality**

The work on gender equality within JU encompasses several different parts; the annual work on active measures for equal conditions based on the requirements of the Swedish Discrimination Act and the work on integrating the gender equality aspect into regulatory documents and into core business. In addition, JU has directives from the government regarding gender distribution among professors, which means that during the period 2017–2019, at least 48 percent of all professors employed or promoted shall be women. The proportion of women newly hired and promoted during the period has increased from 29% in 2017 to 57% in 2019. For the entire period 2017–2019, the proportion of women who are newly hired and promoted was 41%. JU has shown great focus on the issue, which will produce the expected result from a gender equality perspective.

In 2019, a policy on gender equality and a policy on diversity were developed and referred to JU. Decisions on these policies will be made in 2020.

VERA roadshow has visited JU. It is an event that will attract more women to the engineering profession and highlight the gender imbalance that still prevails in the engineering industry. About 100 lower and upper secondary school students attended; most of them girls.

## **Compensation surveys**

For each company, every year, JU conducts a salary survey with the support of the HR department and in consultation with union representatives. In this work, the causes for wage differences between men and women in equal and comparable assignments, and whether these wage differences are unacceptable or can be explained by gender-neutral factors are analysed. The result of the salary survey with measures for equal pay constituted the basis for the salary audit work during the autumn.

## **Guidelines and procedures to counter harassment**

Based on the JU common questionnaire template, managers, safety officers and others have been given the opportunity to follow up and evaluate the guidelines and the order of procedure that have been developed for cases of harassment or sexual harassment. Some cases of harassment occurred among employees, where the existing procedures were applied and worked well during the year.

One of the companies raised the challenge of managing the risk that cases have not been reported. The procedure is in place and the information is available on the Intranet. It is however difficult to answer if, despite this, there are unreported cases and if so what the reason for this is.

The Student Union has seen a need to improve procedures, structure information better and make the information on case management more easily accessible. Procedures were developed and established during the year in collaboration with those active in the Student Union. Clarifications on the information on guidelines and procedures on the web site have been made. The Coordinator for Equal Treatment has carried out training efforts for the Student Union regarding guidelines and procedures to counter harassment.

## **Thoughts on Equal Opportunities in 2020**

### **Knowledge and information**

Managers and employees alike call for continued competence development in equal opportunities. Both in order to develop a more proactive and preventative approach in the work with equal opportunities and to better identify the need for and prioritize measures within each company.

In the Forum for Equal Treatment, it is emphasized that there is also a risk that students who have leadership functions do not have sufficient knowledge of the grounds for discrimination or their own attitudes and actions, and there is therefore a need for competence development within the Student Union Board, faddrar and interest groups.

Continuing efforts to disseminate and make available knowledge about procedures, and to make visible the preventive work carried out at JU, should be prioritised in order to create an increased awareness of equal opportunities and equality. A proposal to make the web pages about Equal Treatment of Students online clearer and more appealing is a part of this.

### **Organisation**

Different organisational structures for equal opportunities of employees and students make coordination and evaluation more difficult. This also covers the need for collaboration in joint forums.

Jönköping University strives to offer an inclusive work and study environment where you as an employee or student is treated with respect and where everyone is given equal opportunities to develop, thrive and perform.