



UPPSALA
UNIVERSITET

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Horizon Europe

Appendix to Gender Mainstreaming Plan
for 2023–2025

Approved by the Vice-Chancellor, 20 December 2022

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Introduction

The European Commission requires higher educational institutions in the EU and associated countries to have a gender equality plan when applying for funds from the Horizon Europe funding programme.

The following document, *Horizon Europe*, together with the *Gender Mainstreaming Plan 2023-2025*, fulfils the European Commission's four mandatory requirements:

- University-wide documents concerning gender equality commitments and activities
- Resources for implementing gender equality
- Monitoring and evaluation of gender equality activities
- Training and awareness-raising activities relating to gender equality

The purpose of the Horizon Europe appendix is thus primarily to ensure that the University's researchers are able to apply for funding by reporting how Uppsala University fulfils the requirements specified above.

The document is updated annually.

The University's Research Handbook presents concrete examples of how sex and/or gender analysis can be applied to research in each of the three disciplinary domains.¹

University-wide documents

Policy and governance documents

Uppsala University's approach to equal opportunities encompasses the seven protected grounds of discrimination² plus social background.

The focus of this approach is outlined in the University-wide policy and governance documents approved by the University Board and Vice-Chancellor. The document *Uppsala University: Mission, Goals and Strategies* describes the University's ambitions and objectives in the short and long term, along with fundamental requirements for achieving them. Prioritised areas for equal opportunities management are set in the central operational plan.

The University's *Guidelines for Dealing with Cases of Harassment under the Discrimination Act* are a key document in terms of both preventive and reactive equal opportunities management.

¹ Link to the Research Handbook: [Sex and gender dimensions – Uppsala University](#)

² Legal sex, gender identity or expression, ethnicity, religion or other belief, functional diversity, sexual orientation and age.

The *Work Environment and Equal Opportunities policy for Uppsala University*, which is targeted at both employees and students, is the University's first joint policy for systematic work environment and equal opportunities management.

Appropriation directions

The task set by the government concerning gender equality and equal opportunities is stated in the annual appropriation directions for universities and higher education institutions³ and in the appropriation directions for Uppsala University.⁴

Recruitment targets for Uppsala University

Professors

For the period 2021–2023, the University's target is for 51 percent of newly recruited professors to be women.⁵

The proportion of newly recruited female professors in 2021 was 48 percent.⁶

Assistant senior lecturers

The University's target for 2021–2024 is for three percent of all research and teaching staff (FTEs) to be assistant senior lecturers.⁶

In 2021 four percent of teachers – 84 teachers out of a total of 2,035 – were assistant senior lecturers. Of those 84 teachers, 35 percent were women.⁷

Responsibilities

The University Board and the Vice-Chancellor have ultimate responsibility for a systematic work to promote and ensure gender equality and equal opportunities at Uppsala University. They are responsible for clarifying the focus, targets and distribution of responsibilities of those actions. The chairs of the domain/faculty boards, the heads of department and all other leadership and management personnel at the University have local operational responsibility.

To ensure that gender equality and equal opportunities management permeates the entire University, managers at all levels need to integrate and promote the activities for which they have managerial responsibility, ensure that the gender mainstreaming plan is distributed to all relevant parts of the University, continuously follow up on the activities and request results.

³<https://www.esv.se/statsliggaren/regleringsbrev/?rbid=22434>

⁴<https://www.esv.se/statsliggaren/regleringsbrev/?rbid=22196>

⁵ Appropriation directions for the 2022 fiscal year for Uppsala University.

⁶ Uppsala University's annual report 2021, UFV 2021/1297.

Systematic equal opportunities management

Uppsala University pursues active measures to prevent and counter the exposure of employees and students to discrimination, harassment, sexual harassment and reprisals in line with the Discrimination Act.

Active measures shall be implemented systematically over four steps and ten areas and encompass the seven grounds of discrimination: 1) investigate risks and obstacles, 2) analyse the causes of any risks and obstacles, 3) remedy identified risks and obstacles and 4) follow up and evaluate whether implemented measures have eliminated the occurrence of and/or reduced the extent of the risks and obstacles. The evaluation forms the basis of future planning. The previous legal requirement for action plans is replaced by documentation of how equal opportunities management is systematically planned, implemented and evaluated.

Systematic equal opportunities management shall be implemented across ten areas (see below).⁷

Working life	Educational activities
<ol style="list-style-type: none"> 1. Working conditions 2. Provisions and practices regarding pay and other terms of employment 3. Recruitment and promotion 4. Training and other skills development 5. Opportunities for reconciling gainful employment and parenthood 	<ol style="list-style-type: none"> 1. Admission and recruitment procedures 2. Teaching methods and organisation of education 3. Examinations and assessments of students' performance 4. Study environment 5. Opportunities for reconciling studies with parenthood

Disciplinary domain/faculty boards, library management and University Administration management

The disciplinary domain/faculty boards, library management and University Administration management are responsible for implementing systematic equal opportunities management in line with steps 1-4 above, and for documenting activities in steps 1-4.

The working groups for equal opportunities serves as a support function for the disciplinary domain/faculty boards, library management and University Administration when implementing systematic equal opportunities management.

⁷ Link to the Staff Portal: <https://mp.uu.se/sv/web/info/anstallning/stod-arbetsmiljo/arbetsmiljo-ao/aktiva-atgarder>

Departments and Divisions

The head of department is responsible for the department's prevention and implementation of systematic equal opportunities management: steps 1–3, step 4 in which implemented measures are followed up and evaluated, and all steps are documented.

The department's equal opportunities officer supports the head of department and department board in implementing systematic equal opportunities management.

The head of division is responsible for the division's preventive work and implementation of systematic equal opportunities management: steps 1–3, step 4 in which implemented measures are followed up and evaluated, and all steps are documented.

The division's equal opportunities officer supports the head of division and management group in implementing systematic equal opportunities management.

Resources and support for implementing gender equality

The work is conducted and coordinated at all levels in the University, and through various bodies in the disciplinary domains, the University Library and the University Administration. Uppsala University has the following resources and support for implementation.

Adviser to the Vice-Chancellor on Equal Opportunities

The Adviser to the Vice-Chancellor advises the Vice-Chancellor on equal opportunities issues. The Adviser to the Vice-Chancellor has 25 per cent of a full-time position dedicated to this role.

Advisory Board for Equal Opportunities

The University-wide Advisory Board for Equal Opportunities is headed by the Adviser to the Vice-Chancellor on Equal Opportunities. The advisory board acts on behalf of the Vice-Chancellor. The members of the advisory board represent the three disciplinary domains, the University Library, the University Administration, the trade union organisations and the student body. The advisory board arranges equal opportunities days, announces calls for equal opportunities funding and submits proposals to the Vice-Chancellor concerning distribution of such funding.

Gender Mainstreaming Reference Group

The reference group is chaired by the Adviser to the Vice-Chancellor on Equal Opportunities. The reference group has the following remit: to provide a perspective on gender mainstreaming undertakings at both University-wide and local level; to

contribute to University-wide experience exchanges; and to promote local engagement in gender mainstreaming.⁸

Equal opportunities representatives and working groups

Departments with more than 25 employees select an equal opportunities representative and appoint a working group for equal opportunities containing staff and student representatives.

Several departments have integrated equal opportunities management into their systematic work environment management and have a work environment and equal opportunities working group.

Working group for equal opportunities/equivalent

The Disciplinary Domains of Medicine and Pharmacy and Science and Technology as well as the six faculties in the Disciplinary Domain of Humanities and Social Sciences have equal opportunities groups or equivalent groups.

The University Library has a work environment and equal opportunities working group. The members of the University Administration's equal opportunities group are equal opportunities representatives from divisions with more than 25 employees.

Equal Opportunities Consultation Group

To create a forum for all equal opportunities working groups at disciplinary domain and faculty level, a consultation group was established in 2004. The aim is to facilitate information sharing and exchange of experience.

University Administration

The University Administration supports the University's systematic equal opportunities management in various ways.

The Buildings Division is responsible for accessibility regarding the physical environment; the Communications Division for accessibility relating to information and communications; and the University IT Services for IT-related accessibility.

The Communications Division is also tasked with supporting the core activities in integrating an equal opportunities perspective into the University's text and image production, including in connection with the marketing of the University and its courses and programmes. Student Recruitment works with widening participation of students at national level.

UU Innovation (UUI) is tasked with providing support, advice and training for researchers and students on issues concerning development of ideas and innovation at an early stage. UUI works to foster an even distribution of legal sex among those receiving support.

⁸ Vice-Chancellor's decision, Gender Mainstreaming Reference Group, UFV 2020/85.

The Human Resources Division has a human resources strategist and two equal opportunities specialists.

The Student Affairs and Academic Registry Division has coordinators who engage in targeted pedagogical support for students and who coordinate mentoring activities for those students.

The Unit for Academic Teaching and Learning at the Division for Quality Enhancement is tasked with supporting inclusive teaching. In the basic course in teaching and learning in higher education, a half day is devoted to norm-critical teaching and learning. Other courses, such as “Supervision of doctoral students” and “Active students in group projects”, include components on inclusive teaching.

The Student Services Unit at the Office for Science and Technology offer support and service to all students taking courses at the Faculty of Science and Technology. The Unit is responsible for coordinating the range of services at the various campus areas, the faculty’s timetabling, issues concerning international students, career coaching and website. The Unit is also responsible for the faculty’s activities promoting equal treatment of students. Programme administration and programme study guidance for the engineering programmes fall within the remit of student services.⁹

The student unions’ equal opportunities management

The approximately 50,000 students who study at Uppsala University are represented by six different student unions, depending on their area of study. The unions are the Uppsala Student Union, Uppsala Union of Engineering and Science Students, Pharmaceutical Student Association, Law Students’ Association in Uppsala, Uppsala Business & Economics Students Association and Rindi, Gotland’s Student Union. All of the student unions form part of the collaborative body known as Uppsala University Student Unions (UUPS).

UUPS collectively takes care of students’ interests and pursues issues centrally. They also jointly fund two student and doctoral student representatives. The student and doctoral student representatives exist to help students who feel wrongly treated by the University in various educational contexts, including in terms of equal opportunities.

The student unions’ internal organisation varies, but all of them have the same core activity – student liaison services. Student liaison services also to a large extent encompass equal opportunities management, and below is an outline of how each union manages such issues.

Uppsala Student Union

The Uppsala Student Union has two employed faculty coordinators who partly coordinate student representatives, and partly work on student liaison services and programme quality assurance. Uppsala Student Union’s faculty coordinators thereby

⁹ Link to the Unit’s website: <https://teknat.uu.se/utbildning/student/stod-och-service/student-service-angstrom#0>

also work on equal opportunities issues, both through student liaison activities and by training all student representatives.

Uppsala Union of Engineering and Science Students

Uppsala Union of Engineering and Science Students has four full-time paid students who work on student liaison services, of whom three work on educational issues and one on student welfare issues. The main areas of their work are student representation, case management and advocacy.

Pharmaceutical Student Association

The Pharmaceutical Student Association has four active students who work on student liaison, of whom two undertake the work with full-time remuneration. Their work is divided into one role for central student liaison services, two roles for local student liaison services and one role for student welfare issues relating to the students' study environment and conditions.

Law Students' Association in Uppsala

The Law Students' Association in Uppsala has two full-time paid students who provide student liaison services. One of the roles has ultimate responsibility for case management, while the other has ultimate responsibility for student liaison services. In addition to these, the unions have a student council with nine members who work on advocacy, student liaison services and as safety representatives for each semester.

Uppsala Business & Economics Students Association

Uppsala Business & Economics Students Association has three students whose primary task is student liaison services, of whom one is remunerated full-time. In addition to these three, the union has two further students who work part-time on student liaison services combined with other commitments at the union.

Gotland's Student Union Rindi

The student union Rindi at Campus Gotland in Visby has two full-time paid students whose work involves student advocacy and liaison services. One of the roles has ultimate responsibility for study liaison services, equal opportunities and work environment, while the other is responsible for study policy, collaboration and advocacy both in relation to and in conjunction with the region and the University. Rindi also has eight subject-area sections that provide student liaison services in each of their respective areas.

Doctoral Board

The Doctoral Board (<https://uudoctoralboard.se/>) forms part of UUFS and works preventively on doctoral students' work environment and equal opportunities issues.

Funds for gender mainstreaming and equal opportunities initiatives

Special funding for gender mainstreaming

Uppsala University has had instructions from the government to gender mainstream its activities since 2016. To encourage and stimulate gender mainstreaming at decentralised levels, a total of SEK 900,000 was announced in 2018–2020, which faculties, departments, divisions or equivalent functions could apply for. SEK 900,000 in special funding is allocated for the continued work during 2022–2024. An annual sum of SEK 300,000 will be made available, which can be applied for by the University's employees and students. SEK 100,000 of special funding was distributed in 2022 for gender mainstreaming activities.

Equal opportunities funding

Each year, funding is announced for which employees, students and other organisations or associations at Uppsala University can apply. A total of SEK 430,000 is available, with a maximum of SEK 150,000 allowed for any individual application.

Disciplinary Domain of Medicine and Pharmacy

Each year, the Disciplinary Domain of Medicine and Pharmacy issues a call of a total of SEK 80,000 for equal opportunities projects. Employees, students, committees, and departments or parts of departments can apply for funding.

Disciplinary Domain of Science and Technology

The Disciplinary Domain of Science and Technology issues a call of equal opportunities funding for which employees and students at the faculty can apply. A total of SEK 400,000 is available each year and each individual application has to be for a minimum of SEK 50,000 and a maximum of SEK 150,000.

Apart from this call, several departments in the disciplinary domain contribute funding to their equal opportunities groups for use in their activities.

Monitoring and evaluation of gender equality activities

Activities at the University are subject to annual internal follow-up, for example, in connection with the annual report and external reviews and evaluations.

Reports concerning the University's activities are published on the following webpage: <https://mp.uu.se/sv/web/info/vart-uu/verksamhetsutveckling/univovergripande-rapporter>. The reports are intended to provide a basis for discussion and future decisions about activities at the University.

External evaluation

SPEAR

Uppsala University is one of eleven partners in the EU project Supporting and Implementing Plans for Gender Equality (SPEAR). It started in 2019 and ends in April 2023 and is coordinated by the University of Southern Denmark.. The University has undertaken to implement and further develop its own gender equality and equal opportunities actions, and to serve as process support and equal opportunities specialist in the process of implementing gender equality plans. The SPEAR project gives Uppsala University an opportunity to continuously evaluate and expand its work on gender mainstreaming.

Equality Ombudsman

The Equality Ombudsman is a Swedish state administrative agency under the Ministry of Employment. Its responsibilities include supervising compliance with the Discrimination Act, and it is tasked with promoting equal rights and opportunities and countering discrimination. Part of the Ombudsman's supervisory task involves reviewing whether employers and educational providers are in compliance with the Discrimination Act's requirements governing active measures to counter discrimination and promote equal rights and opportunities irrespective of the seven grounds for discrimination.

The Ombudsman carried out a review in 2019 to investigate whether higher education institutions are complying with the Discrimination Act's requirements governing active measures within their educational activities.

Swedish Higher Education Authority

The Swedish Higher Education Authority is a public authority that reviews the quality of higher education and higher education institutions' quality assurance systems for higher education and research. It monitors and analyses the developments and trends within Swedish higher education and is responsible for all official statistics within that area. It conducts regular legal audits of all higher education institutions. This means that it reviews compliance with all laws and regulations. Individuals can submit a report to the Authority if they feel a higher education institution has broken any law.

For example, the Authority has evaluated Uppsala University's initiatives for broader recruitment to Bachelor's, Master's and doctoral programmes, reviewed how well the University's quality system and quality initiatives are helping to ensure and develop the quality of education at all levels, including with regard to equal opportunities and gender mainstreaming, and reviewed career paths and career progression systems.¹⁰

¹⁰ Tematisk utvärdering av breddad rekrytering - inbjudan till upptaksmöte samt inbjudan att nominera till bedömargrupp, UFV 2020/264 (Thematic evaluation of broader recruitment - invitation to a kick-off meeting and invitation to nominate to the assessment panel). Granskning av kvalitetssäkringsarbetet vid Uppsala universitet, UFV 2019/2057 (Review of quality assurance initiatives at Uppsala University). Enkät om karriärvägar och meriteringssystem i högskolan, UFV 2021/2495 (Survey of career paths and career progression systems within higher education).

Internal follow-up and evaluation

Gender Mainstreaming Plan for 2017–2019

To secure the impact of work on gender equality, an evaluation of the Gender Mainstreaming Plan for 2017–2019 has been carried out. The follow-up laid the foundation for the new Gender Mainstreaming Plan for 2020–2022 and was partly based on an external evaluation conducted in 2019 within the framework of the EU SPEAR project.

GLIS - general management information system

GLIS is Uppsala University's system for management information and decision support. It enables monitoring of the University's activities via data from the University's source systems in the areas of education, publications, staff, financial management, and buildings and facilities.

All members of staff at Uppsala University have access to the open part of GLIS. If members of staff want more detailed data, they can use the analysis tools ProDriver/NetDriver to produce their own reports.

Gender equality indicators

Uppsala University's web-based gender equality indicators form part of GLIS (see above). They show disaggregation by legal sex, man or woman, and are quantitative measures of important aspects of gender equality that indicate whether there is an unequal representation of men and women. This is a self-evaluation instrument and a support in the systematic equal opportunities work.

Diversity statistics

The University regularly produces diversity reports for monitoring employees and students disaggregated by legal sex and proportion from a Swedish or foreign background. The reports are based on anonymised data from Statistics Sweden and underpin work on equal opportunities, gender mainstreaming, internationalisation and widening recruitment and participation. Link to diversity reports:
<https://mp.uu.se/en/web/info/vart-uu/mal-och-strategier/lika-villkor/statistik/diversity>.

Research evaluations of Quality and Renewal

In 2011 and 2017, Uppsala University undertook University-wide research evaluations with external review.¹¹ The next evaluation has started with a preliminary study.¹²

Programme reviews

The University carries out systematic follow-ups and reviews of study programmes every six years. One area evaluated is the integration of a gender equality dimension in

¹¹ Link to Staff Portal: <https://mp.uu.se/sv/web/info/forska/utvarderingar>

¹² Q&R24 preliminary study. UFV 2021/524

the programmes. Link to more information:

<https://mp.uu.se/web/info/undervisa/kvalitet-och-utvardering/utbildningsutv>.

Annual report

Uppsala University delivers an annual report and budget submission to the government each year, following approval by the University Board. The annual report presents and comments on the results of the University's activities. The budget submission includes an assessment of financial developments and strategic challenges for the University over the next three years.¹³

The annual report outlines in brief the University's gender mainstreaming and equal opportunities initiatives, and shows the quantitative breakdown of women and men in the visiting professor programme, in educational activities and the staff structure, among other areas. In accordance with separate appropriation directions for innovation centres, UUI reports the breakdown of women and men to the government.

¹³ Link to previous annual reports: <https://mp.uu.se/sv/web/info/vart-uu/organisation-och-styrning/ledning-struktur/verksamhetsplaner/uppfoljning>

Training and awareness-raising activities relating to gender equality

The University works continuously on mainstreaming gender equality and equal opportunities in continuing professional development for staff, for example in the programme for heads of department and other managers, and training in talent attraction, retention and recruitment. In addition, courses with a special focus on gender mainstreaming and equal opportunities are offered regularly and when necessary.

Courses in response to circumstances arising

Education and training is conducted when it comes to light that the department/division/equivalent for one reason or another needs to educate staff and students about the University's equal opportunities activities and/or its work on integrating the gender equality perspective in its activities, and other more specific equal opportunities areas. For example, "How we prevent discrimination, harassment, sexual harassment and reprisals in the workplace," "Norm-critical and inclusive attitudes in education," "How to get started with equal opportunities," "What are domination techniques and how can they be counteracted?"

Gender mainstreaming activities at the Disciplinary Domain of Science and Technology

Gender mainstreaming activities are conducted at the Disciplinary Domain of Science and Technology with the support of the coordinator for gender mainstreaming. The disciplinary domain bears 40 per cent of the Human Resources Division's costs for the coordinator's full-time employment. Among other things, the coordinator has developed a training course on bias in assessment and advisory committee meetings and in connection with recruitment.

Other training provided by the University Library and the University Administration

Information about internal training at the University Library and in the University Administration is published on the University's website. Some courses include elements of equal opportunities and gender equality perspectives, while others are exclusively about equal opportunities or specific areas such as diversity, accessibility, LGBTQI+ issues and the work environment.

Link to main webpage on **Continuing professional development:**
<https://mp.uu.se/sv/web/info/anstallning/kompetensutveckling>

The University Library

The library offers free courses and individual guidance online for students, researchers, employees at Uppsala University and employees of Region Uppsala. Link to home page: <https://www.ub.uu.se/kurser-och-handledning/>

Education and training for students and student-related functions

The coordinators for equal opportunities and targeted pedagogical support at the Student Affairs and Academic Registry Division offers students in elected positions in the students' unions, student nations (clubs) and student associations various forms of education and training in the equal opportunities area. The coordinators also train staff in educational roles, such as study counsellors and study administrators.

The Student Health Service offers courses to students at Uppsala University, the Swedish University of Agricultural Sciences in Uppsala and Johannelund School of Theology. Link to Student Health Services courses and workshops:

<https://www2.uu.se/student/stod-och-service/studenthalsan/forelasningar-och-grupper>.

Faculty of Science and Technology student services

When necessary and at the start of courses, students are offered training on equal opportunities.

University information on equal opportunities and gender mainstreaming

Information about the University's work on equal opportunities and gender mainstreaming is communicated in various ways.

Information on the website

Work environment and equal opportunities

Link: <https://mp.uu.se/web/info/anstallning/stod-arbetsmiljo>

Equal opportunities

Link: <https://mp.uu.se/sv/web/info/vart-uu/mal-och-strategier/lika-villkor>.

The University Library

Information about the library's equal opportunities activities is available to employees.

Disciplinary domain websites/equivalent

Some faculties post their information so that only those concerned have access to it. Some faculties make their activities in this area visible on their webpages.

Disciplinary Domain of Humanities and Social Sciences

Faculty of Arts: <https://mp.uu.se/sv/web/info/vart-uu/organisation-och-styrning/ledning-struktur/humsam/histfil-fakultet/jamstalldhet>

Disciplinary Domain of Medicine and Pharmacy

<https://www.medfarm.uu.se/vetenskapsomradet/namnder-och-kommitteer/kommitten-for-lika-villkor/>

Disciplinary Domain of Science and Technology

<https://www.teknat.uu.se/om-oss/lika-villkor/>

Other channels for raising awareness

Distribution to internal and external networks, targeted mailings to specific target groups such as heads of department/other managers, local HR staff, equal opportunities representatives, the Doctoral Board and the students' unions.

Various meetings are arranged for more in-depth information, such as information meetings, network meetings, focus group meetings, seminars, workshops, equal opportunities days and conferences.