



HKU GENDER EQUALITY PLAN 2021

December 2021

HKU
Nieuwekade 1
3511 RV Utrecht
The Netherlands
+31 (0)30 209 15 09
www.hku.nl

HKU (University of the Arts Utrecht) Gender Equality Plan

As part of the ongoing efforts being made by the European Commission in the field of gender equality, the Gender Equality Strategy requires organisations participating in the Horizon Europe framework programme to have an institutional gender equality plan. With the appointment of a Diversity Officer in 2020, HKU¹ has an ambitious Diversity & Inclusion Plan and the gender equality plan outlined below is a welcome addition to this existing policy context.

As one of the largest universities of the arts in Europe (4,400 students) and as founding member of the European League of Institutes of the Arts (ELIA), HKU seeks to set an important example in our sector. We therefore aim to contribute to a more diverse and inclusive society, in which making art offers new perspectives that can help to mediate and create alternative representations of these issues. While already 50% of our general staff and 56% of management staff are female, gender equality is about more than numbers. To this end, the existing Community of Practice on Diversity & Inclusion will be extended to include gender equality as a specific topic, with a view to co-creating and testing actionable outcomes.

HKU has a Diversity and Inclusion Project Officer, who is supported by a Diversity and Inclusion Working Group with representatives from staff and students of all 9 HKU schools (1.4 FTE). In addition, an annual Diversity and Inclusion scan is conducted in all departments of HKU, with additional resources to ensure a senior advisor in the field of Diversity and Inclusion can undertake this evaluation (separate from the officer's tasks). The Diversity and Inclusion Group at HKU is further supported by a senior communication advisor. Lastly, there is an annually-allocated budget for implementing the action plan. With the renewed focus on gender equality, an annual assessment of resources will also be made.

With this Gender Equality Plan, the Board of HKU University of the Arts Utrecht commits to systematically addressing gender equality with appropriate evaluation and feedback processes across the organisation at every level. In the plan below, you will find an overview of the work already undertaken alongside planned actions to fully incorporate the gender equality perspective across the organisation.

Executive Board University of the Arts Utrecht, the Netherlands

Member Executive Board

Heleen Jumelet



Utrecht, 22 December 2021

¹ HKU is the Dutch abbreviation for Hogeschool voor de Kunsten Utrecht, in English called HKU University of the Arts Utrecht (the Netherlands). We use the term HKU throughout the document.

ORGANISATION

Optional measures for a good infrastructure (organisation)

Public statement and document	The HKU Gender Equality Plan online: www.hku.nl/ https://www.hku.nl/en/study-at-hku/explore-and-apply/international
Objectives	<p>As one of the largest universities of the arts in Europe, HKU aims to set a major example in our sector. We are therefore keen to contribute to a more diverse and inclusive society, in which making art offers new perspectives.</p> <ul style="list-style-type: none"> - We want to be open and accessible to all qualified students. - We want to give room to a new generation of makers with the most diverse backgrounds, ways of thinking, cultures, gender identities, religions, nationalities, limitations and ambitions. - We want to create equal opportunities for students and staff to become the creative professional they want to be at HKU and in the professional field. <p>This demands an open and learning attitude on the part of our employees. We have therefore developed a Diversity and Inclusion action plan for the coming years, including an annual Diversity and Inclusion scan.</p> <p>HKU works on the basis of the Diversity and Inclusion Code developed for the cultural sector. This code works on the basis of four pillars: Employees / Public (Students) / (Educational) Programme / Partners.</p>
Specific allocation of resources/budget and positions	<p>HKU has a Diversity and Inclusion project officer (0.8 FTE), who is supported by a Diversity and Inclusion Working Group with representatives from all 9 HKU schools. 0.6 FTE has been allocated for this purpose. A senior advisor in the field of Diversity and Inclusion (0.13 FTE) will be appointed for the annual scan on Diversity and Inclusion in all departments of HKU. This scan covers all parts of the organisation (education, research and support services).</p> <p>The Diversity and Inclusion Project at HKU is further supported by a senior communication advisor who has a number of hours per month available for this purpose.</p> <p>There is an annually-allocated budget for implementing the action plan.</p>
	The gender balance within HKU is equal (about 50-50). This applies to all departments and functions.
Data collection, monitoring and evaluation	<p>Data on the gender of staff and management is available and is part of our annual social report. The results for each school, research group and back and front office are discussed with the Executive Board of HKU. Further agreements will be made in this regard.</p> <p>We conduct an annual Diversity and Inclusion scan to monitor, evaluate and develop our policy (in 2021, the baseline measurement in this area was carried out).</p>

FIGURES

Measures to increase gender diversity (quantitative representation)

Gender equality in management and decision-making roles/Gender quota	The proportion of women in the total workforce is 50.7%. In management and decision-making roles (scale 13+), the figure is 56% (as at 2020)
Creating positions especially for women/preferential policy	HKU follows the line of the Association of Universities of Applied Sciences in this: https://www.vereniginghogescholen.nl/actueel/actualiteiten/reactie-vereniging-hogescholen-op-nationaal-actieplan-voor-diversiteit-en-inclusie https://www.vereniginghogescholen.nl/kennisbank/feiten-en-cijfers/artikelen/dashboard-personeel
Monitoring career progress	We annually monitor data on gender and age composition, but we also examine payment, through-flow and outflow data.
Creation of role models (for staff and students)	In our internal and external communication, we try to be as inclusive as possible, in both text and image. We want to be open and accessible to all qualified students and staff. Many of our management positions are filled by women. One of the projects resulting from the Diversity and Inclusion project plan is an overall scan of inclusive communication (both internal and external) on this topic. We actively promote and share the inclusive stories and activities of students and staff on our social media accounts.
Allocation of positions and tasks	To monitor this, a job satisfaction survey is conducted every two years. The results are part of the discussion cycle between the directors and the board. In addition, Diversity and Inclusion, including gender balance, is part of the discussion agenda between the Executive Board and the CMR (central council of representatives).
Nominations for awards, prizes, committees and scholarships	<ul style="list-style-type: none"> - HKU awards: given annually in the categories of Entrepreneurship, Innovation and Artistic Achievement. - HKU Award from the Municipality of Utrecht: awarded to a project with special social relevance. - Nomination of students (of a non-Western origin) for ECHO awards - Holland Scholar Programma (this is a grant from the Ministry of Education, Culture and Science and Dutch higher education institutions specifically for a foreign study programme in a non-EEA* country) - Erasmus+ (an Erasmus+ grant is available to HKU students who are going to an EU country for a study or internship, but also for staff-mobility) - Jan van Scorelfonds (HKU internal fund to stimulate outgoing mobility)
Representation in internal and external communications	<ul style="list-style-type: none"> - Diversity and Inclusion (internal) webpage. - 'Inclusion starts with an I' week twice a year - HKU day (annual employee day in which Diversity and Inclusion is always anchored) - Training in inclusive communication for both lecturers/researchers as support staff. - Tailor-made training on Diversity and Inclusion within HKU schools - Gender and Equality Plan (to be continuously updated) integrated into the working methods of the communication department - Language training (English) for staff
Mentoring and sponsorship programmes	Employees can approach our internally-trained diversity and inclusion experts (train the trainer module is in progress at the time)

	<p>of writing) and to appointed confidential counsellors. These counsellors or coaches are also accessible for students.</p> <p>In addition, StuW (a 'student well-being' initiative) organises all sorts of activity.</p>
--	--

INSTITUTIONS

Measures that make the institution (structure and culture) gender inclusive

<p>Recruitment and selection</p> <p>Transparency and accountability in procedures</p> <p>Training and capacity building committee members</p> <p>Gender-neutral vacancies</p> <p>Gender-neutral recommendations</p>	<p>The recruitment and selection process within HKU is transparent and findable online: https://www.hku.nl/vacatures. We devote specific attention to the importance of being diverse and inclusive, with care and attention for personal interests and developments.</p> <p>We work together with recruitment and selection agencies that pay specific attention to diversity and inclusiveness.</p> <p>We follow national (Collective Labour Agreement) guidelines: https://www.verenighogescholen.nl/kennisbank/cao-s-en-arbeidsvoorwaarden</p> <p>For more diverse and inclusive recruitment, the HR advisors have attended various training courses provided by Zestor.</p> <p>Application committee members are encouraged to attend a course on 'unconscious bias' and/or to take an IDI (Intercultural Competence Inventory) test.</p>
<p>Recognition and rewards (DORA)/Changing the norm of 'the ideal academic'/Diverse career paths</p>	<p>The main reason for HKU to work in accordance with the principles of Open Science is that it increases the possibilities for social applications and contributes to a healthy climate for innovation. Crucial here is collaboration with colleagues, partners, other knowledge institutions and the professional field. This makes research more diverse and inclusive.</p>
<p>Work-life balance/Organizational policy (dual-career policy)</p>	<p>The perception of workload at HKU is comparable with the average for universities of applied sciences. In many areas, things are going well. On a number of points, there is room for improvement. A plan of approach has been developed to achieve that improvement. Employees can, for example, participate in a vitality week and it is possible to take part in yoga and chair massages during working hours, which is paid for by HKU. You can claim back part of your sports subscription. In addition, there is the 'Sustainable Employability' scheme. This entails allocated hours that you can use for activities that help you to continue to do your job well, healthily and with pleasure in the long term.</p> <p>Since 1994, HKU has offered its employees the possibility to benefit from paid parental leave.</p> <p>People's well-being and work-life balance are key factors in sustaining and participating in the discussion agenda of the Executive Board and the Central Council of Representatives (CCR)</p>

Gender budgeting	Not applicable within HKU
Equal distribution of material resources	Budgets are allocated annually by means of a framework letter prepared by the Finance and Control Department. This outline letter is agreed upon by both the CCR and the Supervisory Board.
Inclusive leadership development/Focus on gender in leadership programmes	From 2022, HKU will have an internal leadership programme.
Preventing an individualistic and competitive culture ('chilly climate') and microaggressions	All students and employees of HKU have access to confidential counsellors, coaches and an ombudsman. Confidential counsellors report to the management of HKU and the ombudsman reports to the Supervisory Board. Any dilemmas and alerts can be dealt with on the basis of these reports. The policy on undesirable behaviour places the emphasis on prevention. Managers propagate this policy and set an example. The following forms of behaviour are defined as undesirable: discrimination, racism, sexual intimidation, aggression, violence and bullying.
Gender bias training	HKU has a broad range of professionalisation programmes in the field of Diversity and Inclusion. Courses can be attended individually or in a group. Examples include a course on 'unconscious bias' and a course in the field of intercultural competences and the international classroom. In 2021, we started an in-depth course on 'intercultural competences', to train employees as 'in-house experts' on this subject. In addition, customised courses are developed at the request of the various organisational units within HKU.
Support networks/Diversity networks/Student associations	HKU is joining and is in contact with a range of organisations that are shaping and co-developing this theme (diversity and inclusion) within HKU, including: www.zestor.nl www.sietar.nl https://iccglobal.org https://elia-artschools.org https://aec-music.eu https://cumulusassociation.org https://www.ietm.org/en
Assessment of the physical environment (accessibility, art, building names, photos)	HKU is an open, accessible organisation and therefore devotes a great deal of attention to making our buildings accessible. We have gender-neutral toilets, for example, and all our buildings have entrances for people with physical disabilities. Both the CMR (central council of representatives) and internal movements such as STuW (student well-being initiative) have this on their agendas.
Measures to combat gender-related violence and sexual harassment	HKU has a transparent complaints procedure, which can be found and accessed online by anyone. This applies to both students and employees. It concerns regulations for unacceptable behaviour, privacy and security, for example. All HKU students and employees have access to confidential counsellors, coaches and an ombudsman.

	<p>Confidential counsellors report to the management of HKU and the ombudsman reports to the Supervisory Board. Any dilemmas and alerts can be dealt with on the basis of these reports .</p> <p>The policy for undesirable behaviour places the emphasis on prevention. Managers propagate this policy and set an example. The following forms of behaviour are defined as undesirable: discrimination, racism, sexual intimidation, aggression, violence and bullying.</p>
--	--

KNOWLEDGE

Measures that include gender in the production of knowledge and the development of the education curriculum

Integration of diversity dimensions in research	<p>Diversity and Inclusion is an important topic within our research groups</p> <p>Optional professionalisation courses such as ‘intercultural bias’ and a train-the-trainer course on intercultural competences are accessible for our researchers</p> <p>Diversity and Inclusion is an important criterion in hiring research staff.</p>
Integration of diversity dimensions in teaching	<p>All our teachers attend the internal (mandatory) course ‘Basic Didactic Competence’. Diversity and Inclusion is an integral part of this course.</p> <p>Optional professionalisation courses such as ‘teaching in an international classroom’, ‘intercultural bias’ and a train-the-trainer course on intercultural competences are accessible for all lecturers</p> <p>Diversity and Inclusion is an important criterion in hiring research staff.</p>
Curriculum check	<p>In the spring of 2021, an initial scan was conducted in the field of Diversity and Inclusion at the various HKU units (schools, centres and research centres). Scans were carried out on the dimensions of staff, students, educational programme/resources and partnerships with external parties that can strengthen diversity. Based on these scans, HKU-wide actions have been formulated and implemented (such as training courses). The scans will be repeated annually.</p> <p>Together with the media libraries, work is being done to make source material more diverse and inclusive. Several schools have started initiatives for making the curriculum inclusive. Some schools collaborate on this with an external organisation.</p> <p>The main task of the Course Committees is to advise on the promotion and safeguarding of the quality of the programmes. Diversity and Inclusion is part of this in many places, but it is still under development.</p>