



Škoda Auto University Gender Equality Plan, 2022-2024

(SAU Gender Equality Plan)

Introduction

Škoda Auto University o.p.s. (hereinafter referred to as the “SAU”) draws its Gender Equality approach from the European Union’s Gender Equality Documents for the period 2020-2025 ([Equality Union: Strategy for Gender Equality, 2020-2025](#)) and other sources such as Horizon Europe Guidance on Gender Equality Plans and [Gender Audit Standard](#). Summarising the sub-objectives in the field of gender equality of the SAU results in the **SAU Gender Equality Plan**. This plan has been designed to systematically support the HR policy development and the implementation of the envisioned HR strategy for 2022-2026. The plan follows the SAU Strategy for 2021-2025. The plan creates a platform for developing and implementing gender equality topics.

Strategic Context

The SAU recognises that the most valuable asset of the SAU is its staff, as they determine the success and performance of the entire organisation. The SAU values equality and equal opportunities and systematically promotes them at both a strategic and operational level using formal and informal processes. The SAU GEP focuses on raising awareness of the gender topic and implementing tangible measures to fulfil the plan in the areas outlined below. We aim to promote and improve the treatment of female and male employees of the SAU and to encourage equal opportunities. The actions addressing the topic specified in the SAU Gender Equality Plan rely on qualitative and quantitative data examined by gender and other relevant characteristics, an analysis of selected SAU processes, procedures and documents (annual reports, collective agreement, internal guidelines, code of ethics) and an employee survey conducted (semi-structured interviews with selected employees). The plan reflects all of the so-called axes of inequality, i. e., not only gender but also age, nationality, caring responsibilities, etc. We have proposed specific measures based on the results of such an analysis and the observations identified. We strive to systematically remove barriers that could hinder achieving equal opportunities for all target groups (employees, applicants, students and graduates of both genders).

The GEP was developed as a result of a working group composed of the SAU’s internal staff, who had analysed the strengths and weaknesses of gender equality at the SAU to draw up detailed GEP objectives and measures to achieve each gender equality objective. Simultaneously, a gender audit has been scheduled to assess the promotion of equal opportunities beyond the observations of the in-house group. In 2023, our school successfully received funding for the No Differences project, which largely covers several objectives of the current GEP. For this reason, some key activities have been postponed to 2024, when the implementation phase of the project will take place.

**The SAU GEP focuses on the following areas:**

1. Gender Equality in the Management and decision-making process
2. Work-life balance and organisational culture
3. Gender equality in recruitment and career development
4. Integrating the gender perspective into research and education content
5. Measures against gender-based violence, including sexual harassment
6. Gender-specific data gathering and monitoring

Implementation and Responsibilities

The SAU Gender Equality Plan shall be continuously appraised and, if necessary, updated depending on the current needs of the University and the development of gender topics and following the implementation of the defined measures. The SAU has undertaken to generate adequate resources within its annual budget to implement measures to promote gender equality.



Measures and actions of the SAU Gender Equality Plan

1. Gender Equality in the Management and Decision-Making Process

Objective	Measure/Description	Target Group	Outcome	Timeframe	Responsibility	Sources
Improving gender equality in the management and decision-making process	To develop and strengthen the principles of a balanced approach to the representation of women and men in management or decision-making positions and advisory bodies of the SAU (Academic Senate, Academic Council, Science and Research Council, Executive Board, Supervisory Board, committees, departmental management), and to raise the awareness of a gender-sensitive culture across the SAU. To map the current situation (how do the employees perceive the topic).	SAU employees SAU students	Regular internal review of gender representation depending on various aspects (departments, university management, SAU bodies, committees), year-on-year comparison and evaluation of the trend in the gender representation in management and on decision-making positions and advisory bodies of the SAU.	On-going (over the whole reference period)	Personnel Department Student Affairs Department	SAU internal resources
Create conditions to increase gender equality in management and advisory bodies and communicate the topic of equal opportunities	Promote women's motivation to assume management and advisory positions in the SAU bodies and academic growth.	SAU employees Female students of the SAU	The organisation of courses and discussion groups on breaking down gender-based stereotypes , monitoring examples of good practice in other organisations Presentation of successful women (in management positions of the SAU)	On-going	SAU management Personnel Department Marketing Communication Department Life-long learning activities	SAU internal resources SAU project resources



2. Work-Life Balance and Organisational Culture

Objective	Measure/Description	Target Group	Outcome	Timeframe	Responsibility	Sources
Systematic set-up of work-life balance tools and monitoring of their application	Setting up transparent rules governing the application of work-life balance tools and identifying feedback on their implementation.	SAU employees	Updating guidelines, monitoring their gender-sensitive use, bearing in mind maternity/parental leave. Incorporation into the internal SAU documents, internal data gathering on the evolution of the tools used and satisfaction with them (data from the Personnel Department, staff survey).	12/2024	Personnel Department	SAU internal resources
Support on returning from maternity/parental leave	Setting up a system of adaptation upon returning from maternity/parental leave – mapping of the current situation – questionnaire (interviews)	SAU employees	Create a methodological procedure (by a directive) and train senior staff . Seek regular feedback focusing on the support provided by employees returning from maternity/parental leave.	12/2024	Personnel Department Heads of the SAU departments	SAU internal resources Š
Communication strategy on the tools used and the training system for the work-life balance	Setting up a communication strategy concerning work-life balance and equal opportunities. Gender-sensitive communication/language and visualisation across the SAU as a standard	SAU employees	Systematic communication, Intranet, newsletter. Workshops on work-life balance.	On-going	Marketing Communication Department Personnel Department SAU professional personnel Life-long learning activities	SAU internal resources SAU project resources



3. Gender Equality in Recruitment and Career Development

Objective	Measure/Description	Target Group	Outcome	Timeframe	Responsibility	Sources
Managing the recruitment process - considering equal opportunities at SAU	Review of the current recruitment process considering equal opportunities. Recommendations for a gender-fair procedure and communication during recruitment and selection in the SAU regulations	Job seekers and applicants for employment at SAU	Modification of in-house legislation, procedures and forms applicable to recruitment procedures (wording of vacancy announcements, career website, recruitment process) Training members of recruitment committees, emphasising non-discrimination, unconscious bias, candidate assessment, and legal requirements - development of a manual. Developing guidelines for the Recruitment process.	12/2022 On-going	Personnel Department SAU staff involved in recruitment (members of the recruitment committees) SAU management	SAU internal resources
Modification of the evaluation system for academic and non-academic personnel with equal opportunities in mind	Revision of the current approaches to the SAU personnel evaluation in respect of equal opportunities assessment, creation of a systematic approach	SAU employees	Introduction of a system tied to the OK base used at SAUSU and implementation of non-discrimination and equal opportunities criteria. Revision of evaluation policies to reflect career breaks – maternity/paternal leave (impact on publication performance and projects, impact on job placement, self-development).	12/2024+	Personnel Department SAU management	SAU internal resources
Regular monitoring of career development	Systematic gathering and evaluation of data on gender-sensitive career development	SAU employees	Reviews of the numbers and development of career growth of male/female	Once a year for the whole period under review	Personnel Department SAU management	SAU internal resources



	at all levels (PhD, Assoc. Prof.)		employees of the SAU by gender, monitoring of barriers to career growth		Heads of the SAU departments	
Regular monitoring of gender pay equity	Systematic gathering and evaluation of data on equal opportunities (gender pay gap)	SAU employees	Reviews of the development of gender pay gaps and job roles	On-going	Personnel Department SAU management	SAU internal resources
Promoting equal access to career development and advancement for women and men	Systematically describe the necessary actions to support career development, including tools for its support at the workplace level.	SAU employees	Develop and implement the SAU Career Code . Establish an environment and systematise support for career development, emphasising gender and equal opportunities - set up specific tools and regulations for their use (tangible and intangible support). Guidelines for the development and upgrading of skills	12/2024+	Personnel Department SAU management	SAU internal resources
Regular monitoring of the opinions of employees leaving the university, focusing on the topic of equal opportunities	Feedback from employees leaving the university	SAU employees	Setting up a systematic feedback monitoring of why employees are leaving, focusing on equal opportunities. Monitoring and registration of causes, identification of risks, and implementation of measures.	12/2022+	Personnel Department Heads of the SAU departments	SAU internal resources



4. Integrating the Gender Perspective into Research and Education Content

Objective	Measure/Description	Target Group	Outcome	Timeframe	Responsibility	Sources
Promoting the gender dimension in research	Monitoring excellence in science and research at the SAU considering gender. Emphasising gender-balanced research activities	SAU employees	Systematic monitoring and reporting of equal opportunities and gender-sensitive research and education data	On-going	SAU management Oddělení pro výzkumnou a tvůrčí činnost Heads of the SAU departments	SAU internal resources
Development of a personnel strategy emphasising equal opportunities in research and education	Based on the long-term strategic objectives of the SAU, develop a strategy focused on research and education	SAU employees	Personnel strategies	10/2023+	Personnel Department SAU management	SAU internal resources



5. Measures against Gender-Based Violence, including Sexual Harassment

Objective	Measure/Description	Target Group	Outcome	Timeframe	Responsibility	Sources
Raising awareness of the possibilities of addressing gender-based sexual harassment/violence at the SAU	Regular raising of awareness and communication on gender-based violence and sexual harassment, raising awareness that the SAUSC addresses the issues and has effective mechanisms in place, combating fears of addressing the problem.	SAU employees SAU students	Workshops and discussions on sexual harassment/ bossing/ mobbing/ discrimination among the SUA employees and students, following the Code of Conduct E-learning along with HSE for the newly recruited employees.	2/2023+ on an on-going basis once a year	Personnel Department SAU Ethics Committee SAU management	SAU internal resources
Setting up and maintaining a functional coping mechanism to address issues of gender-based violence, including sexual harassment	Reviewing the current procedures on how to handle cases of violence and sexual harassment Identifying manifestations, options for defence, systematic support and tools in dealing with these issues at the SAU.	SAU employees SAU students	Providing a transparent environment and effective tools, establishing a system of professional support, ensuring continuity of support communication according to the Code of Ethics and the interaction of the Ethics Committee and the Personnel Department.	5/2023+	Personnel Department SAU Ethics Committee SAU management	SAU internal resources



6. Gender-specific Data Gathering and Monitoring

Objective	Measure/Description	Target Group	Outcome	Timeframe	Responsibility	Sources
Improving gender equality in management and decision-making processes	To develop and strengthen the principles of a balanced approach to the representation of women and men in management or decision-making positions and advisory bodies of the SAU (Academic Senate, Academic Council, Science and Research Council, Executive Board, Supervisory Board, committees, departmental management), and to raise the awareness of a gender-sensitive culture across the SAU. To map the current situation (how do the employees perceive the topic).	SAU employees SAU students	Regular internal review of gender representation depending on various aspects (departments, university management, SAU bodies, committees), year-on-year comparison and evaluation of the trend in the gender representation in management and on decision-making positions and advisory bodies of the SAU.	12/2024	Personnel Department SAU management Student Affairs Department	SAU internal resources
Systematic promotion of gender-balanced opportunities while studying at the SAU	Promotion of gender-sensitivity and balance in enrolled students Appropriate marketing and communication tools, PR	SAU study applicants SAU students	Regular monitoring of gender-specific interest and enrolment in studies	On-going	Student Affairs Department SAU management Marketing Communication Department	SAU internal resources