

Implementation of the Gender Equality Plan of the Institute of Scientific Instruments, CAS, v. v. i.

The implementation of the Gender Equality Plan at the CAS Institute is carried out in the area of governance (management), institutional and personnel policy, as well as the values and norms on which the CAS Institute is based and which are reflected in its daily practice, institutional practices and processes and the supported methods of interpersonal communication.

Fulfilling the objectives of the Gender Equality Plan

Fulfilling the objectives of the Plan requires setting up processes of the CAS Institute, including its rules, organizational processes and communication methods. Systemic change takes place on four basic levels - cultural, institutional, interpersonal and individual. The implementation of measures takes place on all four levels simultaneously.

1. Cultural level

ÚPT takes for granted the standard use of gender-neutral language in selection procedures and in the wording of advertisements for new positions. The same is done in all internal official communication between managers and staff. Special emphasis is placed on media coverage and promotion, where media coverage of successful female scientists creates the conditions for increasing the attractiveness of the CAS Institute for potential female applicants for a career as a scientist.

2. Institutional level

This involves setting rules, conditions and processes for the attestation system, setting working conditions, rules for career progression and procedural rules. As part of the implementation of the Plan, the internal regulations of the Institute are gradually being revised, especially the Career Regulations and the Code of Ethics for Researchers at the Institute of Scientific Instruments of the CAS.

The role of the Attestation Committee, which is an advisory body to the Director for the classification of staff. The role of the Attestation Panel is to identify potential shortcomings in the procedural rules relevant to gender equality, to recommend modifications to the rules, and then to assess their impact.

3. Interpersonal level

This category includes relationships, attitudes and behaviours between employees and day-to-day interactions in the workplace, role division and teamwork, and interpersonal communication not only at the level of communication leader/subordinate, but especially between employees horizontally.

A regular course on management and dealing with people in the workplace is organised at the Institute for senior scientists. The issue of gender equality in all of the above categories is an obvious part of the course content.

The Institute is also extensively involved in international cooperation in its fields of activity and thus the project teams are integrated into international consortia. In this way, often much better than by some courses or training, researchers, especially young ones, are introduced and adapted to the standards of collegiality common in top scientific workplaces in Europe.

4. Individual level

The individual level is closely related to the cultural level, including workers' self-esteem and identity, self-assessment, prejudices and individual behaviour. This level is addressed by the Institute as a self-evident part of the other three levels.

Gender audit

1. Collection and analysis of statistical data

A gender audit describing statistically the issue of gender and sex representation in the workplace is not only part of the Gender Equality Plan, but also of its implementation. It is carried out regularly, once a year, and is the basis for further steps to promote and strengthen gender equality and for setting the goals that the ISI sets itself to achieve. It therefore also includes reference data, typically from relevant universities, which are the primary source for recruitment.

The statistical part of the gender audit of the ISI is a regular and updated annex to the document describing the implementation of the Gender Equality Plan, including a commentary drawing partial conclusions.

2. Quantitative data

The size of the Institute, as a medium-sized institute of the CAS, means that internal processes and communication are simple, fast and transparent. They encompass both governance (management), institutional and personnel policies, as well as the values and norms on which the institution is based and which are reflected in the daily practices of the ISI, and the institutional practices of supported interpersonal communication. The processes are, of course, formalised by internal regulations.

- The ISI has defined a team for the implementation of the Gender Equality Plan, including the responsibilities of its individual members.
- There are regular management meetings with heads of departments and groups, as well as meetings and communication within scientific groups and project teams.
- In-depth systemic discussions are held between the management (Director's Board) and the heads of the scientific groups, where not only the scientific content but also the management issues of the groups are discussed in detail.

Gender issues are included in these meetings and interviews.

In addition, the main tool for obtaining feedback on the running of the department is a series of management (Director's Board) interviews with heads of departments, mainly focused on management and operational issues, and with group leaders, focused on micromanagement and scientific direction. In particular, the interviews with group leaders take place with the participation of group members and are a tool for obtaining information on the running of the department at the lowest organisational level, including information on the state of interpersonal relations, including the gender aspect.

3. Institutional analysis

The analysis of the institution's processes and documents is a gradual, incremental and evolutionary process. As mentioned above, the key body that determines the classification of staff into qualification levels and degrees and actually works with (implements) the Career Code is the Attestation Commission. The meetings of the Attestation Committee are therefore a space for reflection on possible shortcomings in the internal regulations of the workplace, which may become apparent when individual cases are discussed.

Discussions on the Attestation Commission platform will lead to the identification of suggestions for revision of internal regulations (especially the Career Regulations), anticipation of the potential impact of changes, and evaluation of the impact of the changes during the subsequent meeting of the Commission.

Setting the objectives of the Gender Equality Plan

Setting the goals of the institution's Gender Equality Plan must be realistic, reflect the specifics of our field of research, the situation in the Czech Republic and a number of other circumstances. The setting of objectives is also subject to the development of the labour market, the situation at universities (the main source of new employees of the Institute), the development of internationalisation, etc. Therefore, the setting of objectives is also a part not of the Plan itself, but of its regularly updated implementation.

Implementation of the Gender Equality Plan

The implementation of the Gender Equality Plan at the ISI includes:

1. Communication of the Plan

Information on the objectives, tools and implementation of the ISI Gender Equality Plan is included in regular meetings of the management and heads of departments and groups, as well as in individual discussions with group leaders.

2. Education

Education on gender issues is included in the curriculum of science management courses for science team leaders.

3. Networking

Within the framework of broad scientific cooperation both nationally and internationally and participation in a number of project consortia, we exchange experiences with partners and inspire each other in forms of interpersonal communication and forms of scientific collegiality.

4. Sustainability

The persons in charge of the sub-tasks and monitoring the implementation of the Plan are appointed for this task on a long-term basis.

5. Rating

Evaluation of the implementation of the Plan in the context of career progression is the task of the Attestation Committee.

A handwritten signature in blue ink that reads "Josef Lazar" with a checkmark at the end.

prof. Ing. Josef Lazar, Ph.D.
director ISI, CAS, v. v. i.

Annex Implementation of the Gender Equality Plan of the Institute of Scientific Instruments, CAS, v. v. i.

- statistical part until 2021

1. Starting points, state of the ISI

The following overview shows the evolution of the ratio of women to men in the category of research scientists at the ISI for the years 2018 - 2021.

Percentage of employees by age category and gender (percentage of women to men in the category)					
year	2018	2019	2020	2021	Total
women/men					
21 - 30	35%	50%	40%	42%	42%
31 - 40	41%	42%	50%	46%	45%
41 - 50	18%	25%	14%	25%	20%
51 - 60	47%	28%	28%	26%	31%
over 60	9%	14%	15%	11%	12%

In 2020, the Institute launched a programme of summer internships aimed at students in their junior year of university (typically first and second year). The aim is to search for young talents from which to select potential Bachelor's, Master's and then Ph.D. students who would do their work at the ISI under the guidance of supervisors or specialist supervisors from among the ISI scientists. This initiative is the first step in the recruitment process and is therefore also an important tool for the implementation of the gender equality plan. This is as a means to increase the attractiveness of the workplace for women students.

Summer internships - the prospect of taking up a Ph.D. position

	men	Women	Total	men	Women
2020	25	9	34	74%	26%
2021	21	12	33	64%	36%
2022	16	16	32	50%	50%

2. Reference data, status at relevant universities

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	2021			2020			2019			2018		
	Total	of which women	share	Total	of which women	share	Total	of which women	share	Total	of which women	share
Bc. full-time	2334	212	9%	2460	248	10%	2409	288	12%	2450	311	13%
Bc. combined	87	7	8%	108	8	7%	93	11	12%	123	16	13%
Mgr. full-time	1088	183	17%	1103	177	16%	1136	184	16%	1196	186	16%
Mgr. combined	124	17	14%	135	22	16%	136	20	15%	116	12	10%
Ph.D. full-time	238	17	7%	234	39	17%	184	29	16%	165	22	13%
Ph.D. combined	92	6	7%	99	6	6%	119	8	7%	132	18	14%
	3963	442	11%	4139	500	12%	4077	540	13%	4182	565	14%

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	2021			2020			2019			2018		
	Total	of which women	share	Total	of which women	share	Total	of which women	share	Total	of which women	share
Alumni	3311	463	14%	3300	467	14%	3343	474	14%	3418	447	13%

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	2021			2020			2019		
	Total	of which women	share	Total	of which women	share	Total	of which women	share
Alumni	420	46	11%	418	33	8%	463	46	10%

**MUNI Faculty of
Science**

	2021 of which			2020 of which			2019 of which			2018 of which		
	Total	women	share	Total	women	share	Total	women	share	Total	women	share
Bc. Physics-nano	30	10	33%	29	8	28%	27	6	22%	24	4	17%
Bc. Physics	120	48	40%	149	61	41%	132	55	42%	145	54	37%
Mgr. Physics	55	18	33%	44	16	36%	58	24	41%	70	34	49%
Ph.D. Physics	67	18	27%	59	15	25%	58	15	26%	60	18	30%
	272	94	35%	281	100	36%	275	100	36%	299	110	37%

3. Assessment of the situation until 2021

The development of the sex ratio in the monitored category of R&D workers at the Institute of Scientific Instruments of the CAS shows a clear positive development in favour of women, although it is not a completely monotonic growth, the growth is obvious. Particularly important is also the development in individual age categories, where it is also clear that the proportion of women was significantly lower among older employees and the current trend is positive.

Efforts aimed at increasing the attractiveness of scientific work at the Institute, especially for potential future employees in the form of summer internships, offer an even more positive development. So far, three years into the initiative, full gender parity among young intern(s) has been achieved for the summer of 2022. Considering the proportion of female graduates in the fields relevant to the ISI, this is an extraordinary achievement.

The reference data, which are included in the Gender Equality Plan as targets that should be exceeded at least, are the ratios of female graduates among students of the Faculty of Mechanical Engineering, Faculty of Electrical Engineering and Communication Technologies, Brno University of Technology and the Faculty of Physics, Faculty of Science, Masaryk University in Brno. These are (so far) the absolutely dominant sources of our new employees.

The data on the representation of women show that these ratios can be exceeded with a margin, which testifies to the successful staffing policy of the Institute for the Promotion of Gender Equality in our fields of activity and to the good attractiveness of the Institute for women scientists. In technical fields such as mechanical and electrical engineering and in physics, gender equality management is limited by resources, which are the relevant universities. Achieving full numerical equality is unrealistic and, if it were to be achieved, would have to be met by discriminatory measures that are not in line with the principles of equal opportunities.