GEECCO

GENDER EQUALITY IN ENGINEERING THROUGH COMMUNICATION AND COMMITMENT (GEECCO)

WORK PACKAGE 4: Implementing GEPs: Focussing on Decision Making Processes and Bodies

GENDER ANALYSIS OF DECISION-MAKING PROCESSES AND BODIES

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GEECCO. Gender Equality in Engineering through Communication and Commitment. In a Nutshell

Scientific and technological innovations are increasingly important in our knowledge-based economies. Today STEM (Science, Technology, Engineering, and Mathematics) is literally everywhere; it shapes our everyday experiences. With technologies we choose e.g. structures that influence over a very long time how people are going to work, communicate, travel, consume, and so forth. It is thus both a question of competitiveness and justice, to achieve gender equity within science and technology institutions, including policy and decision-making bodies.

GEECCO with its project lifetime from May 2017 to April 2021 aimed to establish tailor-made Gender Equality Plans (GEPs) in 4 European RPOs and to implement the gender dimension in 2 RFOs (funding schemes, programmes and review processes). All participating RPOs were in the STEM (Science, Technology, Engineering, and Mathematics) field, where gender equality is still a serious problem and whose innovations are increasingly important in the knowledge-based economies.

GEECCO pursued the following objectives in order to enhance systemic institutional change towards gender equality in the STEM-field:

(i)   Setting up change framework and a tailor-made GEP for each participating RPO;

(ii)   Implementing gender criteria in the activities of RFOs;

(iii)   Setting up a self-reflective learning environment in and between all RPOs und RFOs to participate from existing experiences and match them with their specific needs and circumstances.

(iv)   Evaluate GEP implementation within the participating RPOs and RFOs with a quantitative evaluation using monitoring indicators and a qualitative monitoring to enhance and fine-tune implemented actions over the course of the project.

http://www.geecco-project.eu/

https://www.tuwien.at/tu-wien/organisation/zentrale-bereiche/genderkompetenz/gender-in-der-forschung/geecco-resultate

Further resources developed by the GEECCO-project consortium

All public deliverables, resources and additional material can be downloaded on this website:

https://www.tuwien.at/tu-wien/organisation/zentrale-bereiche/genderkompetenz/gender-in-der-forschung/geecco-resultate

Public deliverables (in order of the related work packages)

- Postorino, Maria Nadia; Marino, Concettina; Suraci, Federica; Enzenhofer, Bettina; Lusa, Amaia; Costa, Carme Martínez; Pulawska-Obiedowska, Sabina (2018): Gender Analysis of Decision-Making Processes and Bodies. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

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- Bryniarska, Zofia; Żakowska, Lidia; Enzenhofer, Bettina; Postorino, Maria Nadia; Marino, Concettina; Lusa García, Amaia (2018): Current Status of Women Career Development. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Enzenhofer, Bettina; Lusa García, Amaia; Sarnè, Giuseppe; Żakowska, Lidia (2020): Overview on How to Increase Female Visibility. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Knoll, Bente; Renkin, Agnes (2018): Analysis of Current Data on Gender in Research and Teaching. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Ratzer, Brigitte; Burtscher, Sabrina; Lehmann, Tobias; Mort, Harrie; Pillinger, Anna (2020): Enhanced Gender Knowledge and New Content. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Ratzer, Brigitte; Enzenhofer, Bettina (2019): Integrating Gender Dimensions in the Content of Research and Innovation. An Exhibition. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Lasinger, Donia; Nagl, Elisabeth; Dvořáčková, Jana; Kraus, Marcel (2019): Best Practice Examples of Gender Mainstreaming in Research Funding Organizations. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Dvořáčková, Jana; Navrátilová, Jolana; Nagl, Elisabeth; Lasinger, Donia (2020): Guideline for Jury Members, Reviewers and Research Funding Organizations' Employees. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Lasinger, Donia; Nagl, Elisabeth; Dvořáčková, Jana; Kraus, Marcel (2020): Overview and Assessment of Gender Criteria for Funding Programmes. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Kraus, Marcel; Dvořáčková, Jana; Lasinger, Donia (2021): List of Principles of Communication of Gender Criteria. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Mergaert, Lut; Allori, Agostina; Ratzer, Brigitte; Enzenhofer, Bettina; Lusa García, Amaia; Marino, Concettina; Zakowska, Lidia; Bryniarska, Zofia (2020): Tailor-made Gender Equality Plans (GEP version 3.0). GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Knoll, Bente (2021): Dos and Don'ts while Degendering the STEM Field. Learning Experiences of Four European Universities and Two European Research Funding Organisations. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Mergaert, Lut; Knoll, Bente; Renkin, Agnes (2021): Final Report on Supporting Activities. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Jorge, Irene (2021): Implementation of Dissemination Activities. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Jorge, Irene (2021): Engagement Activities. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Lipinsky, Anke; Schredl, Claudia: Final Evaluation Report. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

Additional resources and literature reviews

- Knoll, Bente; Renkin, Agnes; Mergaert, Lut (2020): Additional resources (living document). GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Burtscher, Sabrina (2019): Literature Review: Gender Research in Human Computer Interaction. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Pillinger, Anna (2019): Literature Review: Gender and Robotics. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Mort, Harrie (2019): A Review of Energy and Gender Research in the Global North. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

- Lehmann, Tobias (2020): Literature Review: Gender and Mobility. GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project).

Explanatory videos (available on Youtube)

- Ratzer, Brigitte; Enzenhofer, Bettina (2019): Humans & Computers. Video produced under GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project). Available online at https://www.youtube.com/watch?v=vrWx91RdmGo, checked on 4/30/2021.

- Ratzer, Brigitte; Enzenhofer, Bettina (2019): Robots in our society. Video produced under GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project). Available online at https://www.youtube.com/watch?v=bfXr29VAuwU, checked on 4/30/2021.

- Ratzer, Brigitte; Enzenhofer, Bettina (2020): Energy for all. Video produced under GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project). Available online at https://www.youtube.com/watch?v=tIwrgsNVfW8, checked on 4/30/2021.

- Ratzer, Brigitte; Enzenhofer, Bettina (2021): Mobility for all. Video produced under GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project). Available online at https://www.youtube.com/watch?v=oMIfoI5-14M, checked on 4/30/2021.

- Ratzer, Brigitte; Enzenhofer, Bettina (2021): Inclusive design – why intersectionality matters. Video produced under GEECCO. Gender Equality in Engineering through Communication and Commitment (a H2020 project). Available online at https://www.youtube.com/watch?v=U4eRb1NM21A, checked on 4/30/2021.

Evaluation and monitoring tutorials

Anke Lipinski and Claudia Schredl, both from GESIS, developed five online evaluation and monitoring tutorials.

1. GEECCO Data Monitoring Tool
2. GEECCO Infographic: Gender Equality Approaches and Their Impact on GEP Implementation
3. GEECCO Infographic: SMART Gender Equality Objectives
4. GEECCO Explainer Video: Gender Equality Plans in Technical Universities and the Use of Logic Models
5. GEECCO Log Journal

These tutorials can be downloaded on this website:

https://www.tuwien.at/tu-wien/organisation/zentrale-bereiche/genderkompetenz/gender-in-der-forschung/geecco-resultate

Document versions

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0.0	15/02/2018	First draft	
0.1	06/03/2018	Second draft	
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1.0	30/04/2018	Final version	

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Gender analysis of decision making bodies at UNIRC

Brief description of *UNIRC*

The University of Reggio Calabria (UNIRC) is a public research and teaching institution founded in 1982 (national Law n. 590, 14/08/1982). In 2001, its name was changed in *Mediterranea* University of Reggio Calabria, to highlight its privileged position in the Mediterranean basin, which virtually allows it to become a cultural and scientific reference in the area.

The University Strategic Plan focuses on improving the quality of research, keeping and developing cooperation with enterprises and institutions in the area, accessing funding sources at both national and international levels, assessing quality.

Nowadays, after several changes following the national rules addressed to the reformation of the Italian University system, the *Mediterranea* University of Reggio Calabria (acronym UNIRC) is organized in six Departments, which are the bodies of the University entitled to organize/plan and perform the research and teaching activities.

- Department of Law and Economics (DiGiEc)
- Department of Agricultural Sciences (Dipartimento di Agraria)
- Department of Architecture and Territory (DarTe)
- Department of Heritage-Architecture-Urbanism (PAU)
- Department of Civil, Energy, Environmental and Material Engineering (DICEAM)
- Department of Information Engineering, Infrastructures and Sustainable Energy (DIIES)

There are four scientific areas/ fields of study at UNIRC:

- Law
- Agricultural Sciences
- Architecture
- Engineering

These areas refer to the six departments according to the following scheme:

Area/field of study	Department
Law	DiGiEc
Agricultural Sciences	Department of Agricultural Sciences
Architecture	DarTe
	PAU
Engineering	DICEAM
	DIIES

UNIRC organization: Decision making structures and bodies

The current organization of UNIRC is based on the statements of the national law act n. 240/2010 (http://www.camera.it/parlam/leggi/10240l.htm) and the University Statute (http://www.unirc.it/ateneo/statuto.php), which draws upon it. In addition, the Department regulations state the structure, organization, management and actions of the departments in accordance with the framework defined by the previous two rules.

Three levels of decision-making structures can be singled out: 1) University level (which is the highest one); 2) Department level; 3) Degree Course Level.

Briefly, the University is led by the Rector (elected among full professors), which acts within/together the Academic Senate – the decision-making bodies dealing with strategic development plans, teaching and research policies – and the Administration Board – responsible for the financial strategy of the University. The Departments are in charge for teaching and research activities, also complying with the indications of the Academic Senate, if any. They may propose new curricula and calls for academic positions to the Academic Senate, which – together with the Administration Board – verifies their feasibility according to University exigencies and requirements as well as criteria defined at Ministry level. In case of a positive advice, curricula proposals shall be submitted to the Ministry of Education, University and Research while calls for academic positions will be open to all candidate (within/outside the University) having a national qualification for the role and will comply with the national Law 240/2010 dealing with academic recruitment procedures. Finally, the Degree Course level deals with specific teaching and curricula activities within the Department, included issues related to students' study plans. It is not a real "decision-making" structure, but it has been included in the description of the University operational framework to give a complete overview.

More in details, the decision-making system has the following structure:

Decision-making Figures	Decision-making Bodies
University level	
• Rector	• Academic Senate
• Deputy Rectors	• Administration Board
• Vice Rectors appointed for specific tasks	• Student Council*
• General Director	
Department level	
• Head of Department	• Department Council
• Vice Director of Department	• Joint Committee
• Second Vice Director of Department	
Degree Course level	
• Degree course Coordinator	• Degree course Council

*The Student Council represents the student's points of view as for the academic life and contributes to the Rector election. It has been considered here as one of the University bodies, although without real decision-making power.
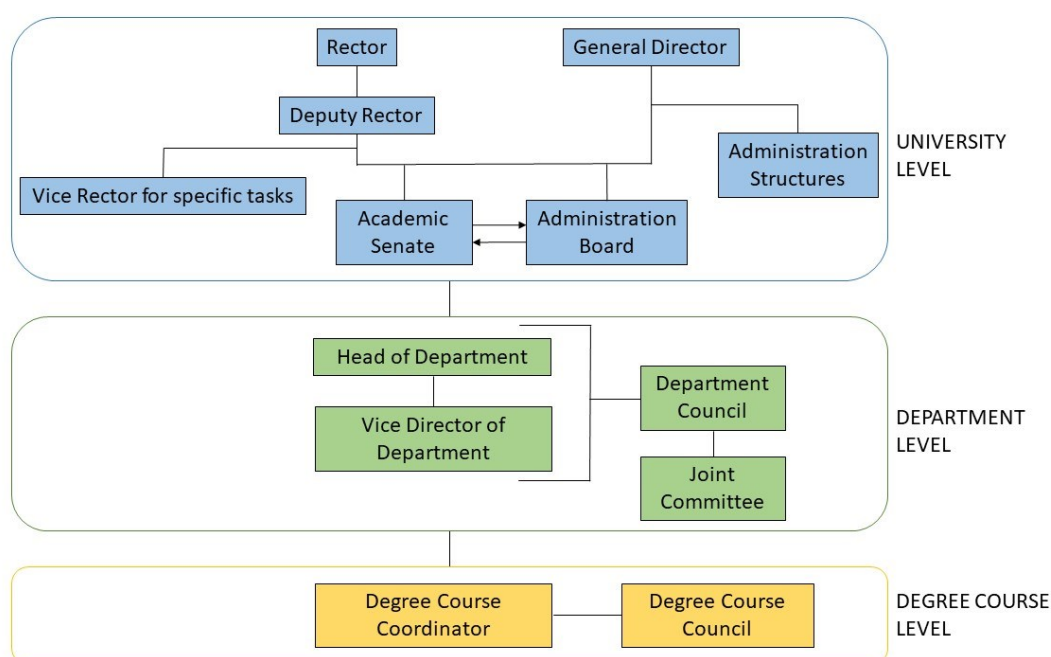
The composition, structure and hierarchy of every single figure/body are described below.

University Level

- **Rector (*Rettore*)**

(Art. 16 University Statute) The Rector is the University legal representative and is in charge of designing the fundamental pillars of the development plans of the University in accordance with the resolutions of the Academic Senate and the Administration Board. The Rector chairs and calls the Academic Senate and the Administration Board for regular meetings addressed to discuss both policies and administrative issues. Furthermore, the Rector has supervisory powers over the University activities and structures in order to guarantee the right functioning of the University and the compliance with national laws, the University Statute and the University Code of Ethics (https://www.unirc.it/documentazione/allegati_news/att_2011072850449_8947.pdf). Among the duties, the Rector submits to the Administration Board the proposal for appointing the General Director.

(Art. 17 University Statute) The Rector is elected among full-time full professors that apply for the role according to the Statute rules. All the University personnel (Researchers, Professors, administrative staff) and students within the Student Council are part of the so-called "active electorate" (= the ones having the right to vote), while full-time full professors are the "passive electorate" (= the ones having the right to stand for election). The election procedure is based on a weighted voting system, according to the following Statute rules:

- Full professors, associate professors, permanent researchers: weight 1;
- Temporary Researchers: weight 0.5;
- Administrative permanent staff: weight 0.25;
- Administrative temporary staff: weight 0.125;
- Students in charge within the Student Council or within the Department Councils: weight 0.4.

The Rector shall be elected for a six-year term and cannot serve for more than two consecutive terms.

Critical analysis	
Positive issues	Negative issues
- The Rector is elected by the University staff and students, then in principle no gender differences - Although the Rector has the highest-power role, relevant University policies (included recruitment and careers) are discussed within the Academic Senate and Administration Board, which assume the role of control/monitoring bodies	- Only full professors can apply for the role. Since there is an evident gender imbalance in full professor positions, particularly in STEM universities and at UNIRC too, the candidates generally are male - Women are also reluctant to propose for the highest position in male-dominated environments and only one case of female applicant occurred at UNIRC in its history.

- **Deputy Rector (*Prorettore Vicario*)**

(Art. 16 University Statute) The Deputy Rector – selected among full time full professors – is appointed by the Rector and stands in for the Rector when this latter is temporary unavailable. In case the Rector retires/resigns (or finishes for some reason) before the expected six-year period, the Deputy Rector will be in charge for the ordinary administration until the new Rector is elected. Finally, the Rector may also assign specific tasks/functions to the Deputy Rector other than the ones described before. The Vice-Rector will serve for the same period as the Rector.

Critical analysis	
Positive issues	Negative issues
- The Deputy Rector is chosen by the Rector to act on his/her behalf and has the same visibility as the Rector. Women could then be chosen as Deputy Rector to give more visibility to female university staff	- The Deputy Rector is chosen among full professors, which penalizes women as there are a few women in the role of full professor - The Rector (generally man) chooses a person of the same gender because of conscious [1]indirect discrimination issues

- **Vice Rector appointed for specific tasks (*ProRettore*)**

(Art. 16 University Statute) The Rector may appoint several Vice Rectors for specific tasks (e.g. Research, Teaching, Equal Opportunities, International relationships, and so on.). They may be invited to attend meetings of both the Academic Senate and the Administration Board, if there are specific issues to be discussed that refer to their tasks. However, they are not allowed to vote. They are chosen and appointed by the Rector among full professors, associate professors and researchers. The Vice-Rectors will serve for the same period as the Rector. If the Rector is elected for a second term, the chosen Vice Rectors may be different from the ones of the previous term.

Critical analysis	
Positive issues	Negative issues
- The Vice Rectors are chosen by the Rector among all the academic staff, then included associate professors and researchers, where women are better represented - In principle, the role of Vice Rector allows people to be more self-confident, as it implies responsibilities at university level - In principle, the role of Vice Rector makes people more visible, as they are part of the "governance"	- The Vice Rectors are chosen by the Rector for specific tasks, some of them considered crucial for the development of the University (such as research, teaching, international relationships). However, as UNIRC data shows, such "crucial" tasks are generally offered to male staff, because of indirect discrimination issues - Tasks linked to equal opportunities issues (from gender issues to disabled people) are generally assigned to women (=perpetuation of stereotypes) or are not offered at all - In any case, Vice Rectors are not effective "decision-making" figures, they just cope with some specific issues

- **Academic Senate (*Senato Accademico*)**

(Art. 18 University Statute) The Academic Senate discusses about strategies, cultural and scientific issues of the University and approves documents addressed to implement the approved policies.

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[1] It is here intended as "conscious" discrimination a kind of behaviour where people are aware of choosing a person of the same sex and they may think it is simply for cultural reasons (e.g., I work better with a man/woman because we are similar) and not for "discrimination". However, the result is discriminatory, at the end.

D4.1 Gender Analysis of Decision-Making Processes and Bodies

Apart from the specific teaching and research tasks assigned to the Departments, the Academic Senate plans and coordinates the Educational Offer for the whole University, coordinates research activities and discusses about student facilities.

There are 12 components, as follows (Art. 19 University Statute):

- Rector (chair)
- 4 Heads of Department, one for each scientific area (Agricultural sciences, Architecture, Law and Economics, Engineering)
  - if for a given area there is more than one Department, the representative of the area is elected among the Directors of the involved Departments; the personnel of each involved department can vote
- 4 professors/researchers, without any other academic official role, one for each scientific area (Agricultural sciences, Architecture, Law and Economics, Engineering)
  - they are elected among professors/researchers through procedures which should comply with equal opportunity constitutional principles, in accordance with what has been stated in the University Rules (*Regolamento di Ateneo*).The Statute encourages an election procedure considering the opportunity of voting two persons (one per gender). However, this statement is just a suggestion, as it redirects to the University Rules (*Regolamento di Ateneo*)
  - all the permanent full-time researchers/professors of the University are allowed to vote
- 2 student's representatives;
  - they are elected among all the students through procedures which should comply with equal opportunity constitutional principles, in accordance with what has been stated in the University Rules (*Regolamento di Ateneo*).The Statute encourages an election procedure considering the opportunity of voting two persons (one per gender). However, this statement is just a suggestion, as it redirects to the University Rules (Regolamento di Ateneo)
  - they will serve for two years
  - all the students are allowed to vote
- 1 representative of the administrative/technical staff;
  - the representative is elected among the administration/technical personnel
  - all the administration/technical personnel is allowed to vote
- the Deputy Rector attends the Senate meetings without the right to vote.

Each component of the Senate will serve for three years, apart from the student's representatives (two years) and the Rector and Deputy Rector, which will serve for six years.

Critical analysis	
Positive issues	Negative issues
- The representatives for the scientific areas and the student representatives should be elected by complying with equal opportunity constitutional principles and the University Rules - In principle, women and men could have the same visibility for the elected part of the Academic Senate	- The University Rules do not establish any specific instruction to guarantee the equal opportunity principle application during election procedures

- **Administration Board (*Consiglio di Amministrazione*)**

(Art. 20 University Statute) The Administration Board plans the financial strategy of the University and manages the University assets. All the strategies involving financial resources must be submitted to

the approval of the Board. The Administration Board approves the yearly financial statement for the University.

The components are as follows (Art. 21 University Statute):

- Rector (chair);
- 4 professors/researchers, one for each scientific area (Agricultural sciences, Architecture, Law and Economics, Engineering); they are appointed by professors/researchers within each scientific area, in accordance with the equal opportunities principle between women and men
- 1 component appointed by the administration staff;
- 2 students elected among all the students in accordance with the equal opportunities principle between women and men (all the students are allowed to vote);
- 2 members with high professional qualification, selected out of a public call. The selection procedure is as follows:
  - o the Academic Senate meets without the Rector, chooses 4 candidates among all the candidates applying for the role. Afterwards, the rector points out 2 components within the selected set, again in accordance with the equal opportunities principle between women and men
- the Deputy Rector and the General Director attends the Administration Board meetings without the right to vote.

Each component of the Administration Board will serve for three years, apart from the student's representatives (two years) and the Rector and Deputy Rector, which will serve for six years.

Critical analysis	
Positive issues	Negative issues
- The representatives for the scientific areas and the student representatives should be appointed/elected by complying with equal opportunity principles between women and men - Members selected out of a public call are chosen by the Rector within a reduced set by complying with equal opportunity principles between women and men - In principle, women and men could have the same visibility for the elected/ chosen part of the Administration Board	- The University Rules do not establish any specific instruction to guarantee the equal opportunity principle application during election procedures - The criteria used to select people in accordance with the equal opportunities principle are not available

- **General Director (*Direttore Generale*):**

(Art. 26 University Statute) The General Director is appointed by the Administration Board – upon the Rector's proposal out of a public call to which only highly qualified subjects are allowed to apply and after the Senate advice – and is in charge of the organization and management of the University facilities, assets and administrative staff, in accordance with the policies and the financial guidelines discussed by the Senate and the Administration Board. The General Director works jointly with the Rector to provide plans and strategies for the University development and draws up the University financial statement. The General Director attends the Administration Board meetings, although without the right to vote (Art. 27 University Statute). The Administration Board, after acquiring the opinion of the Internal Evaluation Board, assesses the General Director's performances also based on the financial sustainability targets achieved during the evaluation period (each one year).

Critical analysis	
Positive issues	Negative issues
- The General Director is proposed by the Rector out of a public call, to which all qualified people may apply without gender discrimination - In principle, women can cover such important role simply by applying for it, all the required criteria being satisfied	- The procedure followed to propose the General Director ("Rector's proposal out of the public call") does not clarify if, at least in principle, the equal opportunities principle is taken into account - However, even if such principle is stated in principle, the University Rules do not establish any specific instruction to guarantee the equal opportunity principle application during selection procedures

- **Student Council (*Consiglio degli Studenti*):**

(Art. 29 University Statute) It is in charge of issues concerning students and their activities at the University. It plays an advisory and proactive role towards the University bodies and structures and provides opinions on every issue submitted to either the Academic Senate or the Administration Board (Art. 30 University Statute).

The components are the following:

- The students making part of the Academic Senate;
- The students making part of the Administration Board;
- The students making part of the Internal Evaluation Board;
- One student for each Department, elected by the students' representative within each Department Council;
- One student for each Joint Committee, appointed by and among the students' representatives within the Joint Committees of each Department;
- One student elected to represent the body in charge of students education rights (ARDIS);
- The student representatives within the University Sport Center.

The Council will serve for two academic years.

Critical analysis	
Positive issues	Negative issues
- Each component is elected among all the students, then in principle a gender balance could be assured – particularly, current statistics at UNIRC show about 50% between male and female students	- Male students for some areas (STEM areas) are much more than female students and then more probably elected - Representative roles generally increase self-confidence (both at personal level and for the represented gender in this particular STEM context), however female students are often less represented and then less visible also for other female students

Department Level

- **Head of Department (*Direttore/Direttrice di Dipartimento*)**

(Art. 40 University Statute) The Head (or Director) of Department is in charge of the department management – administration, teaching and research activities as well as assets. For financial issues, the Director relies on the Administrative Secretary. The Head of Department shall be elected for a three-year term by the Department Council among full-time professors enrolled in the same Department and cannot serve for more than two consecutive terms.

Critical analysis	
Positive issues	Negative issues
- The Director is elected by the University staff and students among full-time professors, then in principle no gender differences - Both full and associate professors may apply for the role, with no gender discrimination	- According to the procedure, in principle there is not any negative issue. Implicit discrimination are linked to the environment (prejudices) and reluctance of women to propose for leading roles in male dominated environments

- **Vice Head (*Vice Direttore/Direttrice di Dipartimento*)**

(Art. 40 University Statute) The Vice Head stands in for the Head when this latter is temporary unavailable. In case the Head retires/resigns (or finishes for some reason) before the expected three-year period, the Vice Head will be in charge for the ordinary administration until the new Director is elected. The Vice Head chosen by the Director is approved by a Rector's Decree.

Critical analysis	
Positive issues	Negative issues
- The Vice Head is chosen by the Head of Department to act on his/her behalf, without particular rules referred to positions. Women could then be chosen as Vice Head to give more visibility to female academic staff at department level	- The Head (generally man at UNIRC, except the current example of the Department PAU in the Architecture area) chooses a person of the same gender because of conscious[2] indirect discrimination issues. Data at UNIRC show that this is generally the case. However, currently the only exception is the Department PAU, where the Head is a woman and the Vice Head is a man

- **Department Council (*Consiglio di Dipartimento*)**

(Art. 39 University Statute) The Department Council is entitled to organize/plan and perform both the research and teaching activities by taking into account the available resources. The components are as follows:

- Head of Department (chair);
- All the researchers/professors making part of the Department;
- Representatives (elected) of the department administration staff (10% of the whole Council composition);
- Representatives (elected) of the students (15% of the whole Council composition);

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[2] See note 1

- One representative of PhD course students;
- One representative of post-doctorate course students;
- Department Administrative Secretary attends the meetings with advisory and recording functions.

Critical analysis	
Positive issues	Negative issues
- All the academic staff at the Department is part of the Department Council. The other components are elected among administrative staff and students. No gender bias in principle	- Reluctance of women to propose for elected positions in male dominated environment is often the most relevant obstacle

- **Joint Committee (*Commissione paritetita studenti-professori*)**

(Art. 42 University Statute) The main task of the Joint Committee is the monitoring and quality evaluation of the degree courses teaching activities. Moreover, the Committee can make proposals regarding new planned degree courses or the organization of existing ones. The components are one student and one researcher/professor for each degree course or PhD course. The researcher/professor is appointed by the degree course Council or by the PhD course Council, while the student is elected by the student community.

Critical analysis	
Positive issues	Negative issues
- Any people from the academic staff in principle can be part of this Committee. The student component is elected among students with any gender bias in principle	- Reluctance of women to propose for elected positions in male dominated environment is often the most relevant obstacle

Degree course level

- **Degree Course Coordinator (*Coordinatore del Corso di studi*)**

(Art. 45 University Statute) The Coordinator supervises all the activities of the degree course in order to obtain good performances, provides the Head of Department the components of the degree committees. The Coordinator is elected by the components of the Council of the degree course for a three-year term and cannot serve for more than two consecutive terms.

Critical analysis	
Positive issues	Negative issues
- Any people from the academic staff in principle can candidate and be elected for such position	- Reluctance of women to propose for elected positions in male dominated environment is often the most relevant obstacle

Degree Course Council (*Consiglio del Corso di Studi*)

(Art. 44 University Statute) The Degree Course Council designs, plans, organizes the teaching activities and the curricula of the related degree course. All the proposals adopted by the Council are submitted to the Department Council for approval. The components of the Council are

- Degree Course Coordinator (chair);

- The Researchers/professors entitled, by the Department Council, to teach in the related degree course;
- Students' Representatives (elected) enrolled in the Degree course (15% of the Council components).

Critical analysis	
Positive issues	Negative issues
- All the academic staff involved in the teaching activities for the degree courses is part of this Council. As for students' representatives, they are elected and in principle no gender bias exists	- -

OTHER BODIES: Some other bodies, without decision-making roles, support the decision-making figures:

- Board of Auditors / Level: University
- Internal Evaluation Board / Level: University
- Disciplinary Panel / Level: University
- Central Committee for the promotion of equal opportunities, workers' welfare and non-discrimination (Comitato Unico di Garanzia, CUG) / Level: University
- Department Committee / Level: Department

- **Board of Auditors (*Collegio dei Revisori dei conti*)**

(Art. 22 University Statute) It is an autonomous board in charge of the supervision of the administrative and financial management of the University with a view to verifying whether it abides by the law. (Art. 23) There are five components as follows:

- One chair selected by the Senate, after having the opinion of the Administration Board, among the administrative and accounting Magistrates and State Attorneys;
- One full member plus one substitute appointed by the Ministry of Economy and Finance (MEF);
- One full member plus one substitute appointed by the Ministry of Education, University and Research (MIUR).

Each component makes part of the Board for a three-year term and cannot serve for more than two consecutive terms.

- **Internal Evaluation Board (*Nucleo di valutazione interna*)**

(Art. 24 University Statute) The Board assesses both the efficacy and efficiency of the administrative management, research and teaching activities. Another important task is the monitoring of the University performances with regard to:

- achievement of the targets/purposes established during the planning step by the decision bodies;
- the employed resources to achieve targets/purposes.

(Art. 25 University Statute) The Board is established by means of a Rector's Decree and its composition is as follows (5 components):

- One Coordinator selected by the Rector – after the opinion of the Academic Senate has been expressed – among the full-time full professors;

- Three highly educated and professionally qualified members, not belonging to the University personnel, singled out for their expertise in evaluating the scientific quality of institutions and their management; they are appointed out of a Rector's Decree, complying with the explicit approval of the Administration Board and the Academic Senate opinion;
- One student representative elected by students.

Each component of the Board will serve for three years, apart from the student's representatives (two years). Only two consecutive terms are allowed for each component.

- **Disciplinary Panel (*Collegio Disciplinare*)**

(Art. 31 University Statute) Investigation activities regarding disciplinary procedures towards Professors and Researchers are the main tasks of this Panel. The investigation activity starts upon the Rector's action. The Disciplinary Panel must communicate every conclusion and result of the investigation to the Administrative Body, which in turn – in a meeting summoned within 30 days, without the students' representatives – is called to ratify the Panel's decision. (Art. 32 University Statute). Its composition is as follows (5 members – all full time):

- Three full professors;
- One associate professor;
- One researcher.

The decision of the Panel is based on the "peer judgment" principle. Therefore, decision on full professors are performed by the three full professors; decisions regarding associate professors are performed by two full professors and one associate professor; decisions regarding researchers are performed by one full professor, one associate professor and one researcher.
Each component of the Panel will serve for three years. Only two consecutive terms are allowed for each component.

- **Central Committee for the promotion of equal opportunities, workers' welfare and non-discrimination (*CUG – Comitato Unico di Garanzia*)**

(Art. 33 University Statute) The Central Committee for the promotion of equal opportunities, workers' welfare and non-discrimination (CUG) is an advisory body within the University. In accordance with national and Community legislation, the CUG operates within the University and makes proposals for the achievement of several objectives. Most of them are addressed to assure equal opportunities, and the absence of any form of moral, psychological or mental violence and discrimination – both direct and indirect – related to gender, age, sexual orientation, race, ethnic origin, disability, religion and language. Other important tasks refer to proposals addressed to promote the optimization of productivity and the efficiency of work performance, to support the efficient and effective organization of the University in the field of well-being of workers, equal opportunities and discrimination.

However, the Committee is not a decision body as it plays only an advisory role and may just suggest actions and changes to the decision-making bodies without compulsory power. According to the CUG rules, the members (6 plus 6 substitutes) are partly chosen by the Rector and partly chosen by the trade unions (http://www.unirc.it/documentazione/media/files/ateneo/cug/Regolamento_CUG_UniRC_aprile_2016.pdf).

- **Department Committee (*Giunta di Dipartimento*)**

(Art. 41 University Statute) This body supports and helps the Head of Department during the fulfillment of the tasks. Its composition is as follows:
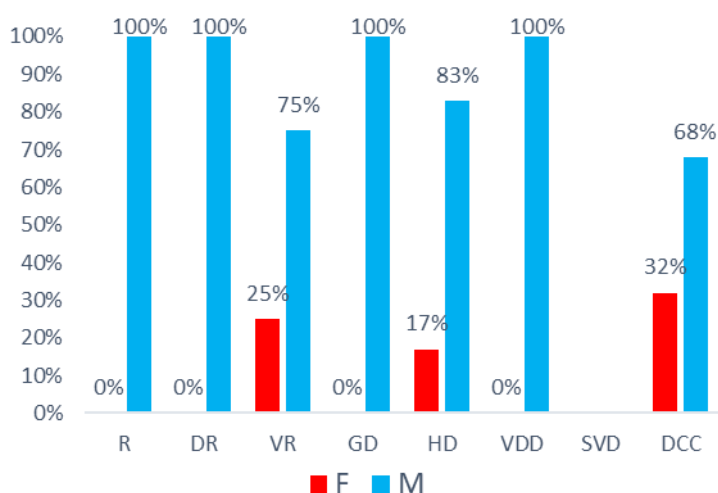
- Head of Department (chair);

- Vice Director;
- Second Vice Director;
- Former Director;
- Degree Courses Coordinators;
- Coordinators of the Department administrative Sectors[3];
- Coordinators of the Department Sections[4].

The Department Administrative Secretary (Officer) attends the meetings with advisory and recording functions.

Overview of decision-making figures and bodies

| Decision-making Figures				F	M	TOT
University level	Rector	Elected	R	0	1	1
	Deputy Rectors	Appointed	DR	0	1	1
	Vice Rectors appointed for specific tasks	Appointed	VR	3	9	12
	General Director	Appointed	GD	0	1	1
Department level	Head of Department	Elected	HD	1	5	6
	Vice Director of Department	Appointed	VDD	0	6	6
	Second Vice Director of Dpt	Appointed	SVD			
Degree Course level	Degree course Coordinator	Elected	DCC	6	13	19

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[3] The administrative office of the department may be split into sectors, which are coordinated by a responsible chosen by the Head of Department among professors/researchers.

[4] For research needs, the Department may be organized in several internal sections, without financial management autonomy, whose coordinators are elected by the members of each section.

	Decision-making Bodies			F	M	TOT
University level	Academic Senate	Elected	AS	1	11	12
	Administration Board	Appointed/ Elected	AB	1	9	10
	Student Council	Appointed/ Elected	SC	5	15	20
Department level	Department Council	Some Elected Figures + All researchers/professors of the Department				
	Joint Committee	Appointed/ Elected				
Degree Course level	Degree course Coordinator	Some Elected Figures + All researchers/professors of the Degree Course				
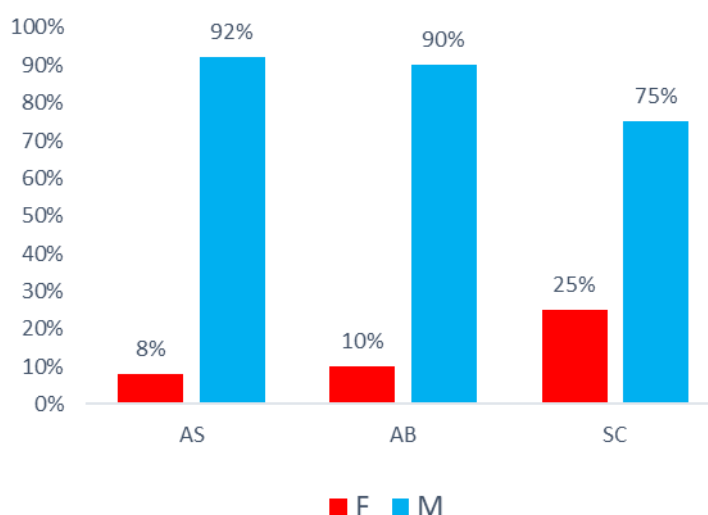
Description of existing "Gender agenda"

No approved "Gender agenda" or GEP is detectable at UNIRC so far. No competences related to gender issues are clearly indicated, apart from the role of Vice Rector for Equal Opportunities, which is not effective part of the decision-making bodies as Vice Rectors only "*may be invited to attend meetings of both the Academic Senate and the Administration Board, if there are specific issues to be discussed that refer to their tasks*". However, there are some other figures/committees, whose tasks can be considered close to gender and/or to more general discrimination issues:

1.   The Vice-Rector for Student Affairs is responsible for the "Office for the disabled" (note that such task is not always assigned)

2.   The Senate Ethics Committee is responsible for handling different complaints. The committee is working mainly on special Rector's requests. According to current information, the Committee has discussed no issues since the last two years.

Finally, the Statute is the main document where all the procedures are described. The Academic Senate is responsible for the Statute and then, in principle, the Academic Senate can decide to introduce specific gender-addressed procedures to reduce bias, if any. However, several issues are regulated by national laws and cannot be modified by the University Statute, which must comply with them.

Gender analysis of decision making bodies at TU Wien

Brief description of *TU Wien*

Technology for people

At TU Wien, we have been conducting research, teaching and learning under the motto "Technology for people" for over 200 years. TU Wien has evolved into an open academic institution where discussions can happen, opinions can be voiced and arguments will be heard. Although everyone may have different individual philosophies and approaches to life, the staff, management personnel and students at TU Wien all promote open-mindedness and tolerance.

Preventing discrimination and improving equal opportunities

Preventing discrimination against people and improving equal opportunities are at the heart of our interactions with one another and our environment. This also means that we learn from history by critically examining our past. We actively speak out against discrimination and promote equal opportunities.

Promoting scientific excellence and top-quality teaching

Our identity as a research university means that we build our reputation through our research. The content of the teaching we offer is based on this research. TU Wien combines basic and applied research and research-oriented teaching at the highest level. Through their knowledge and their strong relationships, our graduates and scientists contribute to the transfer of knowledge and technologies across society and the economy. The members of TU Wien thus help to ensure that Austria remains internationally competitive as a research location and help to stimulate its innovative potential. (Statement of the Rector's Office)

The Organization of TU Wien

TU Wien has eight faculties: Architecture and Planning, Chemistry, Civil Engineering, Computer Sciences, Electrical Engineering and Information Technology, Mathematics and Geoinformation, Mechanical and Industrial Engineering, and Physics. The University is led by the **rector** and four **vice rectors** (responsible for Research and Innovation, Academic Affairs, Infrastructure as well as Human Resources and Gender). Monitoring, advisory, legislative and strategic tasks, such as issuing curricula, are undertaken by the **senate** (26 members). The **university council**, consisting of seven members, represents the owners and acts as the governing body.

TU Wien organization: Decision making structures and bodies

Decision-making Figures	Decision-making Bodies
University level	
• Rector	• Rectorate
• Vice Rectors	• Senate
	• University council
	• License to teach committees
	• Appointment committees
Faculty level	
• Deans	• Curriculum committees
• Deans of studies	• Faculty councils

University Council

Senate
- Study Commissions
- Senate Commissions

Rectorate

Rector
- Universitätsentwicklung und Qualitätsmanagement
- Financial Department
- Internal Audit
- Public Relations Office
- Fundraising and Sponsoring

Vice Rector for Research and Innovation
- Research Marketing
- Research & Transfer Support
- EU Research Support
- Research Centers

Vice Rector for Academic Affairs
- Admission Office
- International Office
- Teaching Support Center
- Continuing Education Center
- TUW Doctoral School

Vice Rector for Infrastructure
- Gebäude und Technik
- IT Services
- University Library
- University Archives
- University Office
- Low Temperature Facilities

Vice Rector for Human Resources and Gender
- HR Administration
- HR Development & Health
- Gender Competence

Faculties

- Mathematics and Geoinformation — Institutes
- Physics — Institutes
- Technical Chemistry — Institutes
- Informatics — Institutes
- Civil Engineering — Institutes
- Architecture and Planning — Institutes
- Mechanical and Industrial Engineering — Institutes
- Electrical Engineering & Information Technology — Institutes

Legend:
- organisational unit;
- organisational structures which are no organisational units

Federal Act on the Organisation of Universities and their Studies (Universities Act 2002 – UG) https://www.ris.bka.gv.at/Dokumente/Erv/ERV_2002_1_120/ERV_2002_1_120.pdf (date of the English version: 1st May 2017; updated Universities Act 2002 in German: https://www.ris.bka.gv.at/GeltendeFassung.wxe?Abfrage=Bundesnormen&Gesetzesnummer=20002 128)

§ 19. Every university shall, within the limits of the law and ministerial orders, itself enact by order (statute) the rules of procedure necessary for its governance. The statute shall be proposed by the rector for approval by the senate, and shall require a simple majority for its adoption and amendment.

§ 20a Gender-Equal Composition of Collegial Bodies: Collegial Bodies (i. e. rectorate, senate, university council, license to teach committees, appointment committees, curriculum committees, faculty councils) shall consist of at least 50% women. For collegial bodies with an unequal number of members, this proportion shall be calculated by reducing the total number of members by one and calculating the required proportion of women from this number.

Universities are headed by a university council ("Universitätsrat"), a senate ("Senat"), a rectorate ("Rektorat"), and a rector ("Rektor/in"). Senates may set up decentralised collegial boards ("Kollegialorgane") – with or without decision-making competences; they must set up specific collegial boards with decision-making powers. The senate must approve decisions of all collegial boards. (https://bmbwf.gv.at/fileadmin/user_upload/Kasparovsky/HsSystem_201602_E_BF.pdf)

University Level

- **University council**

Universities Act 2002, § 21. (3) The university council shall consist of five, seven or nine members, who shall be past or present holders of responsible positions, especially in academic, cultural or business life, and whose exceptional knowledge and experience are such as to enable them to contribute to the attainment of the objectives and the fulfilment of the tasks of the university. Any change in the size of the university council shall be for resolution of the senate and shall require a two-thirds majority. (6) The membership of the university council shall, pursuant to para. 3, comprise five, seven or nine members, namely: 1. two, three or four members elected by the senate; 2. two, three or four members appointed by the Federal Government on the recommendation of the Federal Minister; 3. an additional member appointed by the members named in para. 6 sub-paras. 1–2 by mutual agreement. The senate and the Federal Government shall each appoint equal numbers of members. The appointment of the members under para. 6 sub-para. 2 shall take place after that of the members under para. 6 sub-para. 1.

The university council (five, seven or nine members) has a strategic function and a supervisory function, as well as the task of tendering, electing or dismissing the rector and the vice-rector(s). The strategic tasks primarily relate to the approval of the development plan ("Entwicklungsplan"), the intra-university structural organisation (organisational plan), and the drafting of the performance and development agreements ("Leistungs- und Gestaltungsvereinbarungen") with the federal authorities, as well as to arrange for external evaluations and to be involved in decisions on the range of studies and in the drawing up of curricula. The supervisory function, including the supervision of the legality and efficiency, comprises the approval of the knowledge survey and the closing of accounts. (https://bmbwf.gv.at/fileadmin/user_upload/Kasparovsky/HsSystem_201602_E_BF.pdf)

Critical analysis	
Positive issues	Negative issues
- Statutory quota: The university council shall consist of at least 50% women. - Currently the quota is met.	- A gender-balanced composition of the council does not mean that there is gender competence as well.

- **Rectorate**

Universities Act 2002, § 22. (3) The rectorate shall consist of the rector and up to four vice-rectors. § 25 (1) 5a. The senate draws up a shortlist of three candidates for the election of the rector by the university council, taking into account the shortlist of the search committee. § 23. (1) 2. The rector nominates candidates for election as vice-rector. § 24. (1) The rector shall determine the number and extent of employment of the vice-rectors. The senate shall be entitled to express an opinion thereon. (2) The vice-rectors shall be selected by the university council from a shortlist of candidates nominated by the rector, after hearing the opinion of the senate.

The rectorate (one rector and up to four vice-rectors) is the actual operational body of a university. All university facilities are under its control. All central executive tasks are vested in the rectorate, in particular the following: to prepare decisions for the university council and the senate; to appoint the intra-university executive staff; to allocate budget and human resources; to enter into intra-university target agreements; to draw up a development plan; to submit reports; to make evaluations. The rectorate's members are elected by the university council on the basis of short lists of three prepared by the senate (for the rector) and by the rector (for the vice-rectors). The rector is the chairperson of a rectorate; she/he represents the university vis-à-vis the Federal Minister when entering into performance and development agreements, she/he appoints the university professors on the basis of proposals by an appointment committee, and signs the employment contracts of the university staff members and is their highest superior.

The first-instance body responsible for the implementation of all legal matters regulating university studies (which does not include admission) is defined in greater detail in the statute of a university. Appeals and decisions in these matters shall be submitted to the Federal Administrative Court ("Bundesverwaltungsgericht"). However, prior to being forwarded the senate is entitled to give its opinion.

(https://bmbwf.gv.at/fileadmin/user_upload/Kasparovsky/HsSystem_201602_E_BF.pdf)

Critical analysis	
Positive issues	Negative issues
- Female rector since 2011 - Female vice rector for human resources and gender since 2011 - Strong support of gender equality by the RPO top - Statutory quota: The rectorate shall consist of at least 50% women. - Currently the quota is met.	- So far a compulsory proof of gender competence is not a requirement for members of rectorates. It is up to serendipity to have competent members there.

- **Senate**

Universities Act 2002, § 25. (2) The senate shall consist of eighteen or twenty-six members. Any change in the size of the senate shall be for resolution of the senate and shall require a two-thirds majority. (3) The senate shall consist of representatives of the professors including heads of organisational units with research and teaching responsibilities or responsibilities with regard to the advancement and appreciation of the arts and art teaching who are not professors, the group of persons named in § 94 para. 2 sub-para. 2 and 3, the non-academic university staff, and students. (3a) The number of representatives of these groups shall be determined as follows: 2. if the senate consists of twenty-six members: thirteen representatives of the professors including heads of organization-units with research and teaching responsibilities or responsibilities with regard to the advancement and appreciation of the arts and art teaching who are not professors; six representatives of the group of associate professors as well as the other scientific, artistic and teaching staff including physicians in specialists' training; six representatives of the students; one representative of the non-academic university staff. (4) The members and substitute members of the senate shall be appointed as follows: The representatives of the professors shall be elected by all the professors (§ 97) and heads of organisational units with research and teaching responsibilities or responsibilities with regard to the advancement and appreciation of the arts and art teaching who are not professors; The representatives of the group under § 94 para. 2 sub-para. 2 and 3 shall be elected by all associate professors (§ 122 para. 3) as well as by the other scientific, artistic and teaching staff (§ 100) as well as by physicians in specialists' training under § 96. At the universities named in § 6 sub-paras. 1 to 15, those elected must include at least one person with a License to teach (venia docendi). The representatives of the non-academic university staff shall be elected by all non-academic university staff. The student representatives shall be appointed (§ 32 para. 1 of the Union of Students Act 2014, Federal Law Gazette I No. 45/2014, https://www.ris.bka.gv.at/GeltendeFassung.wxe?Abfrage= Bundesnormen&Gesetzesnummer=20008892).

The senate (eighteen to twenty-six members) is the executive body of a university; traditional co-determination is concentrated in this body. Its main tasks are the following: to enact and amend the statute; to issue the curricula for degree programmes and certificate university programmes for further education; to set up collegial boards with or without decision-making competences, as well as to approve their decisions; to prepare a short list of three for the election by the university council; to exercise various rights of co-determination in matters of the rectorate and the university council. (https://bmbwf.gv.at/fileadmin/user_upload/Kasparovsky/HsSystem_201602_E_BF.pdf)

Critical analysis	
Positive issues	Negative issues
- Statutory quota: The senate shall consist of at least 50% women.	- Currently the quota is not met. - There are only 11% female professors at TU Wien so it is no surprise that women are underrepresented within the curia of the professors in the senate (9 men, 4 women). - The curia of the professors outnumbers the other curiae. - The senate is chaired by a man.

- **License to teach committees**

Universities Act 2002, § 103. (7) The senate shall appoint a license to teach committee with decision-making power. More than half of the members shall be university professors, and at least one shall be a student.

Statutes TU Wien (https://www.tuwien.ac.at/de/dle/datenschutz_und_dokumentenmanagement[5]/satzung), § 7 License to teach committee: The senate has to set up a license to teach committee with decision-making power. It shall consist of: 5 representatives of the professors, 2 representatives of the scientific staff engaged in research and teaching (at least one master or diploma is needed), 2 representatives of the students (120 ECTS needed). Representatives shall be delegated by the respective group of members of the university in the senate (after proposal resp. consultation of the respective group of the responsible faculty). Student representatives shall be delegated by the legal student representative organisation at TU Wien. Decisions on the appointment of a collegial body shall, in addition to the other decision-making requirements, be subject to a majority vote of the present members of the professors including other members of the senate with a habilitation degree.

According to the Universities Act 2002, the university professors in the department concerned and departments in related fields shall be entitled to give opinions on the assessors' reports. The license to teach committees shall make its decision on the basis of the reports and opinions received. The rectorate shall issue an official notification on the application for a license to teach, which shall be based on the decision of the license to teach committees. Appeals to the Federal Administrative Court against such orders shall be permissible. The rectorate shall reject a decision by the license to teach committees in case of serious procedural defects.

Critical analysis	
Positive issues	Negative issues
- Statutory quota: License to teach committees shall consist of at least 50% women.	- Currently the quota is not met. - The few women in high positions (11% female professors at TU Wien) have to sit on many committees, which penalizes them in terms of scientific output. - The curia of the professors outnumbers the other curiae. - Members of license to teach committees are not elected but appointed.

- **Appointment committees**

Universities Act 2002, § 98. (4) The senate shall appoint an appointment committee with decision-making power. More than half of the members shall be university professors, and at least one shall be a student. Members of other universities or post-secondary education institutes can be members of the appointment committee.

TU Wien Statute, Appointment procedure, § 4 Appointment committee: The senate sets up the appointment committee with decision-making power. It shall consist of: 5 representatives of the professors, 2 representatives of the scientific staff engaged in research and teaching (at least one master or diploma is needed), 2 representatives of the students. Representatives shall be delegated by the respective group of members of the university in the senate (after proposal resp. consultation of the respective group of the responsible faculty). Student representatives shall be delegated by the legal student representative organisation at TU Wien. Decisions on the appointment of a collegial body shall, in addition to the other decision-making requirements, be subject to a majority vote of the present members of the professors including other members of the senate with a habilitation degree. Representatives shall be delegated by the respective group of members of the university in the senate

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[5] This is a rather known, collateral problem for which some kind of debate needs, because it is often used by those who do not want quotas.

(after proposal resp. consultation of the respective group of the responsible faculty). At least one representative of the group of the professors has to be external. Student representatives shall be delegated by the legal student representative organisation at TU Wien.

According to the Universities Act 2002, the appointment committees shall check whether the applications received meet the criteria stipulated in the advertisement and those applications which clearly do not meet these criteria shall be eliminated. The remaining applications shall be forwarded to the assessors who shall assess the aptitude of the applicants for the advertised post of a professor. The appointment committees shall draw up a shortlist of the three most suitable candidates for the advertised chair on the basis of the reports and opinions received, giving reasons for its decision. It shall state particular reasons in case that the shortlist contains less than three candidates. The rector shall select a candidate from the shortlist or remit the shortlist to the appointment committees if it does not include the most suitable candidates.

Critical analysis	
Positive issues	Negative issues
- Statutory quota: Appointment committees shall consist of at least 50% women.	- 2016 the quota was only met in 2 of 15 appointment committees. - The few women in high positions (11% female professors at TU Wien) have to sit on many committees, which penalizes them in terms of scientific output. - The curia of the professors outnumbers the other curiae. - Members of appointment committees are not elected but appointed.

Faculty Level

- **Curriculum committees**

TU Wien Statute, Provisions of the chapter study law, § 2. (1) For its term of office, the senate shall establish study committees as collegial boards for study matters with the authority to make decisions according to § 25 para. 1 sub-para. 10 UG. In this regard, it is permitted to transfer the responsibility for several thematically related study programmes to one study committee. Each study committee consists of two to four representatives of the following groups: 1. university professors; 2. associate professors and academic research and teaching staff; 3. students. The delegates according to subpara. 1 and 2 above shall be nominated by the respective group of the senate. They are nominated after a hearing or upon the proposal of the respective group of people of the primarily affected faculty or faculties. The student representatives shall be delegated by the competent authority of the Union of Students at TU Wien. (2) The tasks of the study committee comprise: 1. the enactment and amendment of the curricula for degree programmes and courses. In this regard, it is bound to the directives of the senate and its decisions must be approved by the senate; 2. Giving advice to the senate concerning the production of expert opinions in the event of complaints in study matters (§ 46 para. 2 UG) (3) The chairpersons of the study committees shall be invited to meetings of the senate concerning items on the agenda which affect its field of duties as informant with the right to table motions. (4) The dean of studies shall be invited to meetings of the study committee as informant with the right to table motions. (5) Every semester, the dean of studies shall submit the quantitative and qualitative results of the course evaluation by the students in the form agreed with the study committee. If there are any

problems concerning teaching, the study committee is entitled to make proposals in order to solve the problems.

The curriculum committees create, modify and evaluate the curricula. They collaborate with the deans of studies. Surveying curricula involves according to the statute of TU Wien the university council, rectorate, senate, deans, deans of studies, legal student representative organisation, office for gender competence, admission office and committee of equal treatment. Currently there are 15 curriculum committees with decision-power at TU Wien.

Critical analysis	
Positive issues	Negative issues
- Statutory quota: Curriculum committees shall consist of at least 50% women. - The curiae are equally represented.	- 2016 the quota was only met in 2 of 18 curriculum committees. - The few women in high positions (11% female professors at TU Wien) have to sit on many committees, which penalizes them in terms of scientific output. - Members of curriculum committees are not elected but appointed.

- **Faculty councils**

TU Wien Statute, Provisions of the chapter faculty councils, § 1: A faculty council is established at each faculty at TU Wien. It is an advisory collegial body. Each faculty council shall consist of: 8 representatives of the professors, 4 representatives of associate professors and other research and teaching staff, 4 representatives of the students, 2 representatives of the non-academic university staff. Representatives shall be elected by the respective group of members at the faculty. Student representatives shall be delegated by the legal student representative organisation at TU Wien.

Faculty councils consult the dean in all relevant faculty issues, especially regarding budget and staff. They deliver opinions about relevant faculty issues (also if asked by the dean or the university council, rectorate, senate) and inform the members of the faculty.

Critical analysis	
Positive issues	Negative issues
- Statutory quota: Faculty councils shall consist of at least 50% women.	- Currently the quota is not met. - The curia of the professors outnumbers the other curiae.

- **Deans**

Universities Act 2002, § 22. (1) The rectorate's tasks shall, in particular, include: 5. appointing and dismissing the heads of organisational units.

TU Wien Statute, Provisions of the chapter faculty councils: TU Wien is divided into faculties. A dean runs each faculty.

The deans conduct current business and represent the faculties, appoint heads of organisational units, allocate staff and budget to organisational units and are the immediate supervisors of the heads of organisational units. The deans announce vacant professorships (after approval by the rectorate) and conduct contract negotiations for appointments of professors (together with the rector).

Critical analysis	
Positive issues	Negative issues
- Men and women can be appointed as deans, so in principle women and men could have the same visibility.	- Currently all deans are male. - Deans are not elected but appointed.

- **Deans of studies:**

According to the statute of TU Wien, in order to fulfil the provisions of the Chapter Study Law, the Vice Rector for Academic Affairs or the respective dean of studies authorised according to paragraph 2 below shall act as competent monocratic organ ("body responsible for study matters"). According to the Universities Act (UG), the body responsible for study matters is entrusted with the following tasks: 1. Approval of applications for the admission to an individually designed degree programme by official notification after consulting the study committees which are responsible for at least 30% of the curriculum of the individually designed degree programme (§ 55 para. 3 UG); 2. Award of university degrees to graduates of individually designed degree programmes by official notification (§ 55 para. 4 UG); 3. Award of university degrees to graduates of certificate university programmes for further education by official notification (§ 87 para. 2 UG); 4. Approval of the taking of examinations for a study programme at another university than the admission university (§ 63 para. 9 subpara. 2 UG); 5. Annulment of the assessment of an examination or a thesis by official notification if registration was fraudulently obtained or if the assessment was fraudulently obtained, especially by using illegitimate resources or if the regulations to ensure good scientific practice were disregarded (§ 74 UG); 6. Issuing of certificates on completed studies (§ 75 para. 3 UG); 7. Appointment of examiners for admission and supplementary examinations, determination of the examination method and the type of examination as examination given by a single examiner or examination before a committee (§ 76 para. 1 UG); 8. Recognition of examinations taken at other educational institutions by official notification if they are equivalent to the examinations specified in the curriculum (§ 78 para. 1 UG); 9. Annulment of negatively assessed examinations in the case of serious implementation deficiencies by official notification (§ 79 para. 1 UG); 10. Securing of the storage of non-issued assessment materials for at least six months from the announcement of the assessment (§ 84 para. 1 UG); 11. Approval of applications for the exclusion of the use of theses or artistic work for a maximum of five years 12. Award of university degrees to graduates of degree programmes by official notification (§ 87 para. 1 UG); 13. Revocation of university degrees by official notification (§ 89 UG); 14. Recognition of foreign university degrees as equal to a degree of an Austrian degree programme (nostrification) by official notification (§ 90 para. 3 UG); 15. Determination of examinations prescribed as part of the admission to a doctoral programme or master's programme in order to be able to determine their equivalence by official notification (§ 64 para. 4 and 5 UG); 16. Establishment and execution of tutorials for first-year students in cooperation with the Union of Students at TU Wien (§ 66 para. 5 UG). In addition to these tasks, the body responsible for study matters is responsible for the following in connection with the factual context and according to the provisions of this part of the statute: 17. Approval of courses to impart interdisciplinary qualifications (§ 3 para. 1 subpara. 9 c below); 18. Appointment of the heads of the certificate university programmes for further education (§ 5 below); 19. Approval of block courses (§ 9 para. 3 below); 20. Determination of alternative forms of prescribed practices which cannot be executed (§ 10 below); 21. Approval of the use of foreign languages in courses and examinations, when writing theses and issuing certificates, leaving certificates and documents in connection with the award of university degrees (§ 11 para. 1 to 3 below); 22. Appointment of examiners for bachelor's examinations and diploma examinations (master's examinations) (§ 12 para. 2 to 4 below), doctoral examinations (§ 13 para. 2 and 3 below), final examinations of certificate

university programmes for further education (§ 14 para. 2 below) and, if required, for course examinations (§ 15 para. 1 below); 23. Determination of examination dates and of deadlines for the registration and deregistration for examinations (§ 16 below); 24. Formation of examination committees for examinations before a committee (§ 19 below); 25. Determination of whether there is an important reason for the early termination of an examination by official notification (§ 20 Abs. 7 below); 25a. Approval of a deviating examination method (§ 17 para. 2 below); 26. Entrustment of persons with the supervision and assessment of diploma theses (master's theses), interdiction of a topic or of the supervisor by official notification and inducement of the assessment of the completed thesis (§ 22 para. 3 to 6 below); 27. Entrustment of persons with the supervision and assessment of doctoral theses, interdiction of a topic or of the supervisor by official notification and arranging for the assessment of the completed thesis (§ 23 para. 5 to 8 below); 28. Approval of equivalent courses and individual compositions of elective modules to support mobility and the ability to study (§ 27 para. 2 and 3 below); 29. Determination of substitute performances for academic work already performed before the admission by official notification (§ 27 para. 4 below); 30. Establishment of a course catalogue in order to impart interdisciplinary qualifications (§ 3 para. 1 subpara. 9 b below); (2) For groups of thematically related studies and certificate university programmes for further education, the body responsible for study matters may authorise Deans of Studies to perform the tasks stated under para. 1 subpara. 4 to 29 above in its name. Authorisation is granted after consulting the respective competent study committee, is to be published in the University Gazette and shall apply until the end of the term of office of the Vice Rector for Academic Affairs at the latest. (3) The body responsible for study matters shall be invited as informant with the right to table motions concerning items on the agenda of the senate which affect its field of duties.

Critical analysis	
Positive issues	Negative issues
- Men and women can be appointed as deans of studies, so in principle women and men could have the same visibility.	- Currently only one out of 14 deans of studies is female. - Deans of studies are not elected but appointed.

Ranking among the decision-making bodies at TU Wien:

Universities Act 2002, § 20. (1) The senior governing bodies of the university shall be the university council, the rectorate, the rector and the senate.
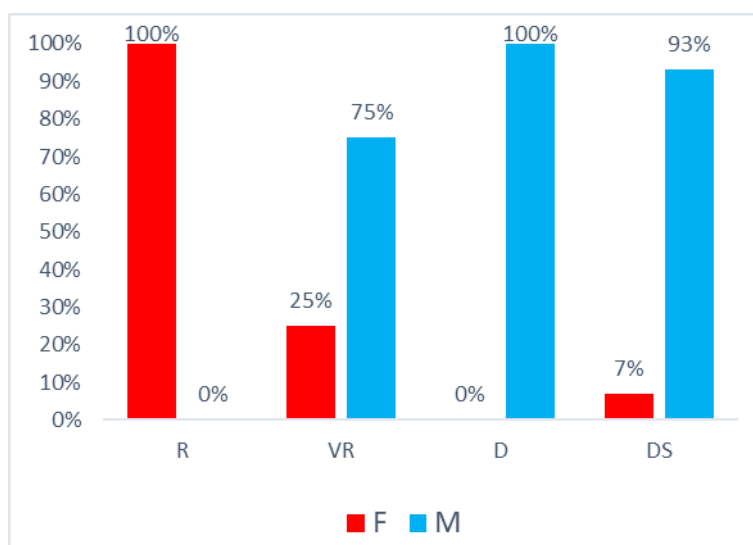
Lower level than university council/rectorate/senate: deans

Lower level than deans: faculty councils

The committees are set up by the senate and have specific tasks to fulfil, so have the deans of studies. They cannot be ranked within the logic of governing bodies.

Overview of decision-making figures and bodies

Decision-making Figures				F	M	TOT
University level	Rector	Appointed/ Elected	R	1	0	1
	Vice Rectors	Appointed/ Elected	VR	1	3	4
Faculty level	Deans	Appointed	D	0	8	8
	Deans of studies	Appointed	DS	1	13	14

Decision-making Bodies				F	M	TOT
University level	Rectorate	Appointed/ Elected	R	2	3	5
	Senate	Appointed/ Elected	S	11	15	26
	University council*	Appointed/ Elected	UC	4	3	7
	License to teach committees**	Appointed	LC	46	159	205
	Appointment committees **	Appointed	AC	42	93	135
Faculty level	Curriculum committees	Appointed	CC	65	145	210
	Faculty councils	Appointed/ Elected	FC	49	95	144

*Year 2018
**Year 2016
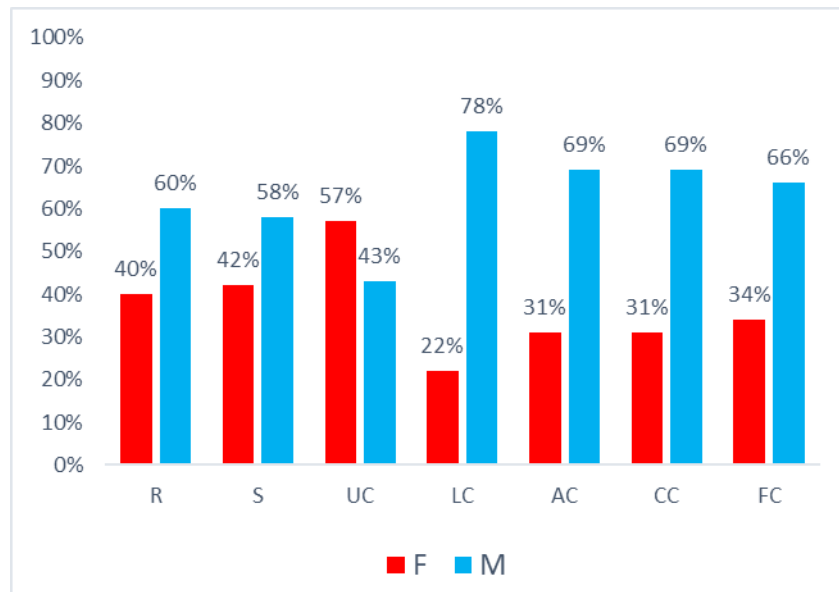
Description of existing "Gender agenda"

At TU Wien the Equal Opportunities Plan as well as the Career Advancement Plan for Women at TU Wien have been approved by the rectorate, senate and university council. The Universities Act 2002 § 20b. (1) prescribes that the Equal Opportunities Plan as well as the Career Advancement Plan for Women have to be part of the statute.

Universities Act 2002, § 20a Gender-Equal Composition of Collegial Bodies: Collegial bodies (i. e. rectorate, senate, university council, license to teach committees, appointment committees, curriculum committees, faculty councils) shall consist of at least 50% women.

Career Advancement Plan for Women at TU Wien (English version: https://www.tuwien. ac.at/fileadmin/t/ukanzlei/t-ukanzlei-english/Career_Advancement_Plan_for_Women_at_TU_Wien. pdf; updated German version: https://www.tuwien.ac.at/fileadmin/t/ukanzlei/Frauenfoerder ungsplan.pdf, §41 Composition of committees: (1) As a principle, with regard to the composition of committees, advisory boards, collegial bodies, working groups and similar non-permanent decision-making and advisory bodies, a balanced distribution of women and men shall be considered, and the duty of promoting the career advancement of women shall be observed. This shall also apply to the appointment of the chairperson. (2) Committees appointed by the senate (study committees, habilitation committees, appointment committees for professors), the senate itself, and the rectorate shall be subject to a compulsory proportion of women pursuant to UG, as amended. (3) When appointing members for inter-university study committees, attention shall be paid to fulfilling this quota. (4) When appointing experts in appointment procedures for professors, attention shall be paid to a balanced representation of women and men.

Equal Opportunities Plan at TU Wien (English version: https://www.tuwien.ac.at/fileadmin /t/akg/Equal_Opportunities_Plan_2017_final.pdf; German version: https://www.tuwien.ac.at/ fileadmin/t/ukanzlei /Gleichstellungsplan.pdf) §6 (2) Women shall not be discriminated against directly or indirectly when they applicate for a contract of employment at TU Wien, during selection processes for (management) functions, when members of collegial bodies are delegated, when their remunerations in individual contracts of employment are determined and in human resources decisions. The same shall apply to any wage supplements, contributions, and other contributions in kind.

Other related relevant issues specific for *TU WIEN*

Career Advancement Plan for Women at TU Wien (FFP), § 6 The duty of promoting the career advancement of women: (1) The objective of the FFP is to increase the proportion of female staff members in all organisational units, at all hierarchy levels and in all management positions and activities at TU Wien, both in fixed-term and permanent employment relationships and in training relationships, to at least 50%, regardless of the duration of such employment and training relationships. All measures that directly or indirectly influence the proportion of women shall also be aligned with this objective. Measures for the career advancement of women shall be integrated into human-resource planning and personnel development. The urgency of the need for the career advancement of women shall be determined by the extent of their under-representation. (2) To achieve these objectives, in all those areas in which the proportion of women is less than 50%, relevant measures shall be taken to increase the proportion of women by 20% in the first two years after this FFP has entered into force, until a proportion of women of 50% has been achieved in individual salary categories, salary schemes, deployment groups, salary groups and management positions. If the proportion of women is below 10%, measures shall be taken with the objective of doubling the current proportion of women within two years of this FFP entering into force.

If the proportion of women is 0%, measures shall be taken with the objective of achieving a proportion of women of 5% within the next two years. If a proportion of women of 50% has already been achieved, this proportion shall be maintained as far as possible. (3) To increase the proportion of women among professors and among young scientists, special measures shall be taken, for example establishing tenure-track positions and professorships for women. (4) All members of the university and in particular management bodies are obligated to work towards the following within their sphere of activity: 1. eliminating any existing under-representation of women in the total number of staff members and positions; 2. eliminating any existing discrimination against women in connection with the employment relationship, and 3. taking into consideration the objectives pursuant to § 3 hereunder when taking any other measures that directly or indirectly influence the proportion of women.

Gender analysis of decision making bodies at UPC

Brief description of *UPC*

The Universitat Politècnica de Catalunya BarcelonaTech (UPC) is a public institution dedicated to higher education and research, specialised in the fields of architecture, engineering and technology. The different bachelors, master and PhD programmes are organized in five knowledge fields:

- Architecture, urbanism and construction;
- Civil engineering;
- Industrial engineering;
- Information and communications technologies engineering;
- Sciences.

UPC has more than 30,000 students enrolled and about 3,000 teaching and research staff, organized in 205 research groups. The university offers 65 bachelor's degrees, 73 master's degrees and 49 PhD programmes. The budget of 2017 was 283 million euros and the income due to R&D was 58.8 million euros. The University is organized following a matrix structure by academic units, which are Schools/Faculties and Departments (and research Institutes); nowadays there are 17 Schools (plus 4 that are associated schools), 31 Departments and 4 research Institutes. Besides, there are research centres and research groups, chairs, administration and services and the Doctoral School. The Doctoral School is the unit in charge of the organization, coordination and supervision of the teachings that lead to obtaining the title of PhD. The Doctoral School organizes its activity by the five fields of knowledge aforementioned.

Schools:

- Barcelona East School of Engineering (EEBE)
- Barcelona School of Agricultural Engineering (ESAB)
- Barcelona School of Architecture (ETSAB)
- Barcelona School of Building Construction (EPSEB)
- Barcelona School of Civil Engineering (ETSECCPB)
- Barcelona School of Industrial Engineering (ETSEIB)
- Barcelona School of Informatics (FIB)
- Barcelona School of Nautical Studies (FNB)
- Barcelona School of Telecommunications Engineering (ETSETB)
- Castelldefels School of Telecommunications and Aerospace Engineering (EETAC)
- Manresa School of Engineering (EPSEM)
- School of Mathematics and Statistics (FME)
- Terrassa School of Industrial, Aerospace and Audiovisual Engineering (ESEIAAT)
- Terrassa School of Optics and Optometry (FOOT)
- Vallès School of Architecture (ETSAV)
- Vilanova i la Geltrú School of Engineering (EPSEVG)
- Interdisciplinary Higher Education Centre (CFIS)

Departments:

- Department of Agri-Food Engineering and Biotechnology (DEAB)
- Department of Architectural Design (PA)
- Department of Architectural Representation (RA)
- Department of Architectural Technology (TA)
- Department of Automatic Control (ESAII)

- Department of Chemical Engineering (EQ)
- Department of Civil and Environmental Engineering (DECA)
- Department of Computer Architecture (DAC)
- Department of Computer Science (CS)
- Department of Electrical Engineering (DEE)
- Department of Electronic Engineering (EEL)
- Department of Engineering Presentation (EGE)
- Department of Fluid Mechanics (MF)
- Department of Heat Engines (MMT)
- Department of History and Theory of Architecture (CA)
- Department of History and Theory of Architecture and Communication Techniques (THATC)
- Department of Management (OE)
- Department of Materials Science and Metallurgy (CMEM)
- Department of Mathematics (MAT)
- Department of Mechanical Engineering (EM)
- Department of Mining, Industrial and ICT Engineering (EMIT)
- Department of Nautical Science and Engineering (CEN)
- Department of Network Engineering (ENTEL)
- Department of Optics and Optometry (OO)
- Department of Physics (FIS)
- Department of Project and Construction Engineering (EPC)
- Department of Service and Information System Engineering (ESSI)
- Department of Signal Theory and Communications (TSC)
- Department of Statistics and Operations Research (EIO)
- Department of Strength of Materials and Structural Engineering (RMEE)
- Department of Urbanism and Regional Planning (UOT)

Research Institutes:

- Institute of Energy Technologies (INTE)
- Institute of Industrial and Control Engineering (IOC)
- Terrassa Institute of Textile Research and Industrial Cooperation (INTEXTER)
- University Research Institute for Sustainability Science and Technology (ISUPC)

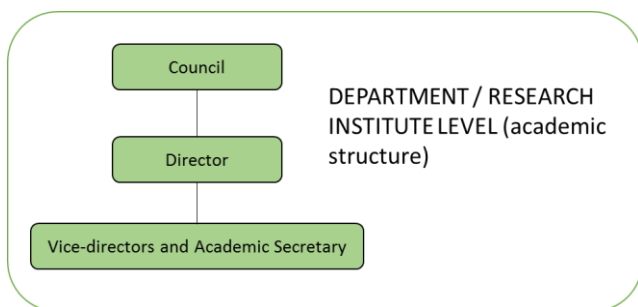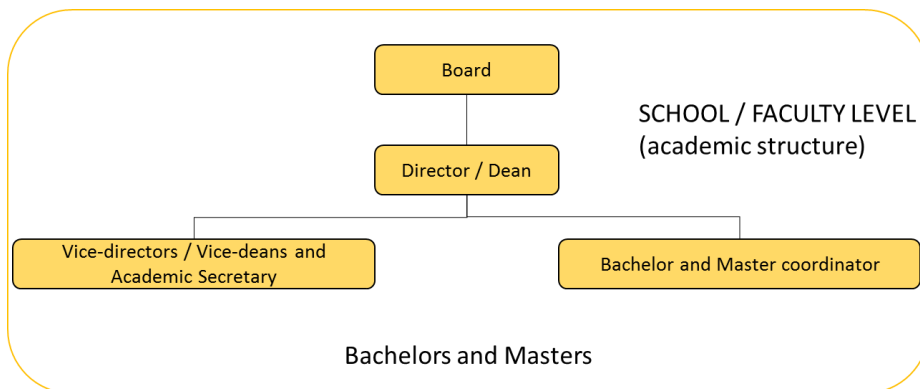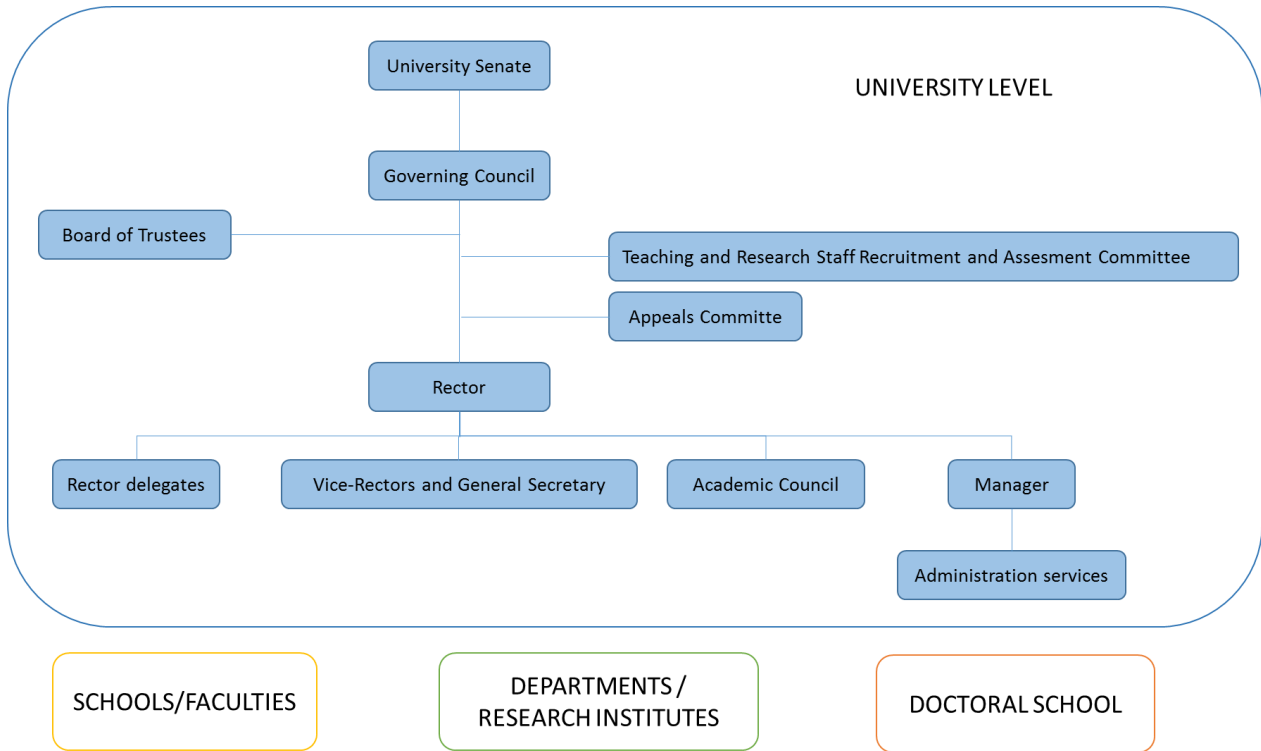Other Institutes:

- Institute of Education Sciences (ICE)

Most Schools are placed in Barcelona but the UPC has also some centres in other cities in Catalonia, as it can see in the figure below:
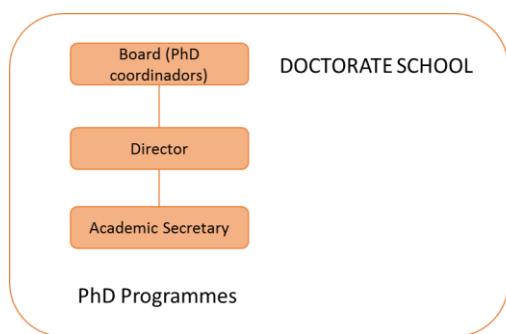
UPC organization: Decision making structures and bodies

The organization of UPC is based on the University Statutes (Estatuts de la Universitat Politècnica de Catalunya 2012), which can be accessed here (catalan version):

https://www.upc.edu/normatives/ca/documents/estatuts-navegables-text-consolidat/estatuts-2012-versio-navegable

D4.1 Decision-making processes and bodies

Bodies and one-person charges, regulated by the UPC statutes (2012).

Decision-making Figures	Decision-making Bodies
University level	
• Rector	• University Senate
• Vice-rectors	• Board of Trustees
• General secretary	• Governing Council
• Manager	• Academic Council
• Rector delegates	• Appeals Committee
	• Teaching and Research Staff Recruitment and Assessment Committee
Faculty level	
• Director/Dean	• School/Faculty Board
• Academic secretary	
• Vice-deans/vice-directors	
Department and Research Institute level	
• Director	• Department/Institute Council
• Academic secretary	
• Vice-directors	

University Level

• **Rector**

The rector is the highest academic authority of the University. He/she exerts the representation and the direction, the government and the management, develops the lines of action approved by the corresponding collegiate bodies and execute the agreements. The rector is elected among full time full professors, with the following weights:

• Permanent researchers with PhD level: 51%;
• Rest of researchers: 14%;
• Bachelor and Master students: 24%;
• Administration staff: 11%.

Critical analysis	
Positive issues	Negative issues
- The Rector is elected by the University staff and students, so in principle there are no gender differences. - Although the Rector has the highest-power role, relevant University policies (included	- Only full professors can apply for the role. Since there is an evident gender imbalance for full professor positions, particularly in STEM universities and at UPC too, the candidates always have been male.

recruitment and careers) are discussed within the Governing Council.	- Women are either reluctant or do not dare to be proposed as a candidate for Rector.

- **Vice-rectors**

Assist the rector in his/her functions. They are maximum 11 (researchers with PhD degree). Designation by the rector.

Critical analysis	
Positive issues	Negative issues
- The Vice Rectors are chosen by the Rector among all the academic staff, then included associate professors and researchers. - The Rector has the opportunity to show the institutional commitment for gender equality selecting a balance team of Vice Rectors. - The role of Vice Rector makes people more visible, as they are part of the "governance" so designating women as Vice Rector is a way of giving value to women and making them more visible.	- The Vice Rectors are chosen by the Rector for specific tasks, some of them considered crucial for the development of the University (such as academic policy, academic staff, and research). However, as UPC data shows, such "crucial" tasks are generally offered to male staff, because of gender stereotypes. - Generally, the tasks linked to gender equality either are assigned to women or are not the core function of the Vice Rectorate (for example, assigning it to the Vice Rector of International Affairs).

- **General secretary**

Civil servant (either researcher or administration staff). Designation by the rector.

The General Secretary of the University is also the secretary of the Senate and the Government Council, and he/she will prepare the annual report of the University and exercise the functions established by the Statutes and the internal regulations and those determined by the rector.

Critical analysis	
Positive issues	Negative issues
- The General Secretary is chosen by the Rector among all the civil servant staff (either researchers or from the administration).	- Even if the General Secretary is a member of the Rector's team, this role is seen as administrative and, because of that, is often offered to women.

- **Manager**

Manages the economic and administration services and the university resources. Designation by the rector.

Critical analysis	
Positive issues	Negative issues
- Any professional (not necessary belonging to the university staff), with the appropriate competences, can be Manager of the university.	- The Manager, without having been neither elected nor selected through a formal process, is the maximum responsible of the staff administration structure.

- **Rector delegates**

Perform specific tasks of management or representation. Designation by the rector.

Critical analysis	
Positive issues	Negative issues
- The rector delegates are chosen by the Rector among all the staff.	

- **Board of Trustees (*Consell Social*)**

The Board of Trustees is the body of participation of the society to the UPC and it has the role to assume, integrate and relate the activity of the University with the public sector, civil society and the companies. Through this board, the UPC is a participant of social needs and aspirations, while the company collaborates with the UPC in the definition of the criteria and priorities of its strategic planning, so that the tasks of training and Research is in line with social and economic demands and needs. The Social Council collaborates with the Governing Council in the definition of the criteria and objectives of the strategic planning of the University, promotes the collaboration of the society in the financing of the University and It contributes to the accountability of the University to society. It is composed by 15 people: 6 from Catalan society, 9 from the UPC Governing Council. There are also 3 permanent invited members. The members that are in the Board of Trustees in representation of the Governing Council are elected among their members and they are renewed whenever this one is renewed.

Critical analysis	
Positive issues	Negative issues
- There is the opportunity to show the commitment to gender equality by promoting a gender-balanced composition of the Board of Trustees.	- The composition of the Board of Trustees is a reflection of the composition of the different power sectors of the society (politics, companies...). Hence, the lack of gender balance in high-level positions in the public sector and the companies causes an imbalanced composition of this Board.

- **Governing Council (*Consell de Govern*)**

It is the University governing body and it establishes the University strategic and programmatic lines, as well as guidelines and procedures for applying them in academic, economic and management spheres. It deploys the UPC Statutes and establishes the University internal regulations. It ensures compliance with the Statutes, the University regulations and the University Senate's decisions. In accordance with article 59 of the Statutes of the UPC, among others, the functions of the Council are: develop and approve norms and criteria related to the academic activity; develop and approve rules and criteria on selection, evaluation, and stabilization and promotion of University staff; approve the award of awards and distinctions on behalf of the University; ensure the effectiveness of teaching, research and transfer. Governing Council is composed by:

- The rector;
- The general secretary;
- The manager;
- Vice-rectors;
- 15 representatives of faculty/school deans or department/institute directors (it must be guaranteed that there are a minimum of five deans, five department directors and one research institute director);
- 24 representatives of the University Senate (10 permanent researchers; three from the rest of researchers, being one a representative of the PhD students; 4 administration staff; 7 Bachelor or Master students);

- 3 members of the Board of Trustees that do not belong to the university community, elected by the same body.

Direct members + Election (each group elects their representatives).

Critical analysis	
Positive issues	Negative issues
- Any member of the University Senate can be elected for the Governing Council. - Is a democratic body that makes the more important decisions affecting the university policy (including human resources).	- Women are either reluctant or do not dare to be proposed as a candidate for the Governing Council. - The University Rules do not establish any specific instruction to guarantee gender balanced lists of candidates or gender balanced composition. - There is a lack of gender mainstreaming in decision making.

- **University Senate (*Claustre Universitari*)**

The University Senate is the body that represents the university community and expresses its positions and aspirations. It debates the University general lines of action, controls the actions of governing, executive and management bodies and promotes the regulatory activity of other bodies in accordance with the Statutes. The University Senate is composed by:

- The rector;
- The general secretary;
- The manager;
- Vice-rectors;
- The deans and the directors of the academic units (faculties, schools, departments and research institutes).
- The faculties students delegates and
- The coordinators of the Students Council.

The elective members are:

- A number of representatives of the permanent researchers equal to 155 minus the number of direct members belonging to that group;
- A number of representatives of the rest of research and teaching staff equal to 48 minus the number of direct members belonging to that group (3 of them must be part time teachers and 8 of them PhD students or D level categories);
- A number of representatives of the administration staff equal to 33 minus the number of direct members belonging to that group;
- 67 representatives of bachelor and master students, minus the number of direct members belonging to that group.

Critical analysis	
Positive issues	Negative issues
- All sectors of the university community are represented in the Senate.	- The University Rules do not establish any specific instruction to guarantee gender balanced lists of candidates.

- In principle, women and men could have the same visibility for the elected part of the Senate.	

- **Academic Council (*Consell Acadèmic*)**

It is an information and consultation body of the rector. The Academic Council is made up of the directors or deans of all academic units. It is chaired by the Rector.

Critical analysis	
Positive issues	Negative issues
- This body that can provide diversity and plurality of opinions in the lines of action and policies presented by the Rector.	- Gender imbalanced of governing bodies of schools, faculties, departments and institutes gives a lack of gender balance in the composition of the Academic Council.

- **Appeals Committee (*Comissió d'Apellacio*)**

The Appeals Committee is in charge of assessing claims against the proposals of recruitment committees and also claims related to the other teaching and research staff posts. It is formed by seven Full Professors diverse knowledge fields, with extensive teaching and research experience. Designed by the Governing Council (voted) and proposed by the rector.

Critical analysis	
Positive issues	Negative issues
- The Appeals Committee could supervise the gender balance in the proposals of recruitment committees. - This body also could supervise if there has been any type of gender discrimination in the process (e.g., in the selection criteria).	- Gender imbalanced of governing Council and in full professor category gives a lack of gender balance in the composition of the Appeals Committee.

- **Teaching and Research Staff Recruitment and Assessment Committee (*Comissió de Selecció i d'Avaluació del PDI*)**

The Teaching and Research Staff Recruitment and Assessment Committee it is ultimately responsible for the assessment of the University teaching and research staff and for proposing the members of the staff recruitment or selection committees. It is formed by 14 members, in particular:

- 10 researchers from diverse subject areas, with renowned prestige (at least 7 of them must be Full Professor);
- 1 PhD student;
- 1 Bachelor or Master student;

The above are proposed by the rector and voted by the Governing Council

- 2 non-academic members, proposed by the president of the Board of Trustees and voted by that body.

Critical analysis	
Positive issues	Negative issues
- This body could supervise the gender balance in the proposals of recruitment committees.	- The University Rules do not establish any specific instruction to guarantee gender balanced composition. - Gender imbalance in Full Professor category gives a lack of gender balance in the composition of this Committee. - There is a lack of gender mainstreaming in decision-making.

School/Faculty Level

The schools and faculties are academic units responsible for the organization of the teachings and the academic processes that lead to the obtaining of titles of bachelor and university master's degree.

The collegiate and unipersonal bodies of a school of faculty are, at a minimum, the board, the director/dean, the vice-directors/deans and the secretary. The regulation of organization and operation of each school/faculty may establish other bodies and determines the composition of the collegiate bodies and specifies the functions of all bodies.

- **Director/Dean (*Director/a, Degà/Degana*)**

The dean/the director performs the representation of the center and the functions of management and ordinary management. The dean/director is a permanent researcher and he/she is elected by universal suffrage, secret and weighted, by the members of the university community included in the census of the center. The regulation of each school/faculty determines the weight of each group (researchers, students, administration staff, etc.) in this election.

Critical analysis	
Positive issues	Negative issues
- Both full and associate professors may apply for the role. - The Director/Dean is elected by the School/Faculty staff and students, so in principle there are no gender differences. - If the Director/Dean is a woman, it can serve as a reference model to encourage other women to hold positions of decision.	- Women are either reluctant or do not dare to stand as a candidate for this position in male dominated environments. - Directors/Deans do not receive any training on how to include gender dimension in decision making.

- **Academic secretary:**

Designated by the dean/director. Normally the functions of the secretary include making the call of the meetings of the different bodies; make, save and disseminate the minutes and agreements of the different bodies; prepare the annual report of the school; and organize the electoral processes.

Critical analysis	
Positive issues	Negative issues
- The Academic secretary is chosen by the Director/Dean among all the civil servant staff (either researchers or from the administration).	- This role is seen as administrative and, because of that, is can be seen as feminized and often offered to women.

- **Vice-deans/vice-directors**

Designated by the dean/director. Normally their functions include helping the director/dean in his or her functions and developing those functions delegated by the director/dean. Each school/faculty organizes the subjects in different vice-directors/vice-deans.

Critical analysis	
Positive issues	Negative issues
- Vice-deans/vice-directors are chosen by the Director/Dean among permanent academic staff. - The Director/Dean has the opportunity to show the institutional commitment for gender equality selecting a balance team of Vice-deans/vice-directors. - The role of Vice-deans/vice-directors makes people more visible, as they are part of the "governance" so designating women as Vice-deans/vice-directors is a way of giving value to women and making them more visible.	- The University Rules do not establish any specific instruction to guarantee gender balanced composition in the director/dean team. - There may be some bias in the division of tasks among the Vice-deans/vice-directors according to their gender, because of gender stereotypes.

- **School/Faculty board (*Junta d'Escola*)**

It is the school/faculty government body. The board will ensure proper compliance by the school center of all the functions attributed by the regulations and by the University Statutes. Also, the board will elaborate the proposal of regulation of organization and operation from the center. Each center regulates the specific functions of the board.

It is composed by:

- Dean
- Vice-deans
- Academic secretary
- School/faculty administrator
- Students' delegate
- Members of the research staff, administration staff and students (the number of members depends on the school/faculty)

Each group elects their representatives. At least the 51% must belong to the permanent researchers.

Critical analysis	
Positive issues	Negative issues
- All sectors of the university community are represented in the Board. - In principle, women and men could have the same visibility for the elected part of the Board.	- The University Rules do not establish any specific instruction to guarantee gender balanced lists of candidates.

Besides the above, each school/faculty may have different bodies, as for example a Permanent Commission or and Academic Assessment Committee and Quality.

Department/Institute Level

The departments are the academic teaching and research units responsible for coordinating the teachings within their field of knowledge, according to the University programming, and to offer its support to the activities and teaching and research initiatives of its teaching and research staff.

The research institutes are dedicated academic units to scientific and technical research, and to artistic or humanistic creation. They can organize and develop doctoral programs and postgraduate education, and provide advice in the field of their competences.

The collegiate and unipersonal bodies of a department/institute are, at a minimum, the council, the director, the vice-directors and the secretary. The regulation of organization and operation of each department/institute may establish other bodies and determines the composition of the collegiate bodies and specifies the functions of all bodies.

- **Director (*Director/a*)**

The director performs the representation of the department/institute and the functions of management and ordinary management. He/she is a permanent researcher with PhD level and is elected by the Department/Institute Council.

Critical analysis	
Positive issues	Negative issues
- Any permanent researcher with PhD level may apply for the role. - The Director is elected by the Department/Institute Council, so in principle there are no gender differences. - If the Director is a woman, it can serve as a reference model to encourage other women to hold positions of decision.	- Women are either reluctant or do not dare to stand as a candidate for this position in male dominated environments. - Directors do not receive any training on how to include gender dimension in decision making.

- **Academic secretary**

Designated by the director (the research institutes may not have secretary). Normally the functions of the secretary include making the call of the meetings of the council; make, save and disseminate the minutes and agreements; prepare the annual report of the department/institute; and organize the electoral processes.

Critical analysis	
Positive issues	Negative issues
	- This role is seen as administrative and, because of that, is can be seen as feminized and often offered to women.

- **Vice-directors**

Designated by the director (the research institutes may not have vice-directors). Normally their functions include helping the director in his or her functions and developing those functions delegated by the director.

Critical analysis	
Positive issues	Negative issues
- Vice-directors are chosen by the Director among academic staff of any category so the director has the opportunity to show the institutional commitment for gender equality selecting a balance team of Vice-directors. - The role of vice-directors makes people more visible within the department/ institute, as they are part of the "governance" so designating women as vice-directors is a way of giving value to women and making them more visible.	- The University Rules do not establish any specific instruction to guarantee gender balanced composition in the director' team. - There may be some bias in the division of tasks among the Vice-deans/vice-directors according to their gender, because of gender stereotypes.

- **Department/Institute Council (*Consell de department*)**

It is the department/institute government body. The board will ensure proper compliance by the department/institute of all the functions attributed by the regulations and by the University Statutes. Also, the board will elaborate the proposal of regulation of organization and operation from the department/institute. Each department/institute regulates the specific functions of the council.

The Council is composed by:

- Director;
- Academic secretary;
- Vice-directors;
- Administrator;
- Researchers that are either permanent or with a PhD level;
- Representatives of the rest of groups (other researchers, PhD students, etc.).

Besides the previous, some departments/institutes may have also other bodies such a Department/Institute Board or an Academic Assessment Committe.

Departments are in charge of defining the profile of the different positions (the number and type of positions of each department is decided at a university level).

Critical analysis	
Positive issues	Negative issues
- All sectors of the department community are represented in the Council. - In principle, women and men could have the same visibility for the elected part of the Council.	- The University Rules do not establish any specific instruction to guarantee gender balanced lists of candidates.

Overview of decision-making figures and bodies

Decision-making Figures (data 2017-2018)				F	M	TOT
University level	Rector	Elected	R	0	1	1
	Vice Rectors	Appointed	VR	1	8	9
	General secretary	Appointed	GS	1	0	1
	Manager	Appointed	M	0	1	1
	Rector delegate	Appointed	RD	0	1	1
Faculty level	Director/Dean	Elected	FD	4	12	16
	Academic secretary	Appointed	ASF	6	10	16
	Vice-deans/vice-directors	Appointed	VDF	28	67	95
Department and Research Institute level	Director	Elected	DD	3	13	16
	Academic secretary	Appointed	ASD	4	11	15
	Vice-directors	Appointed	VDD	4	15	19
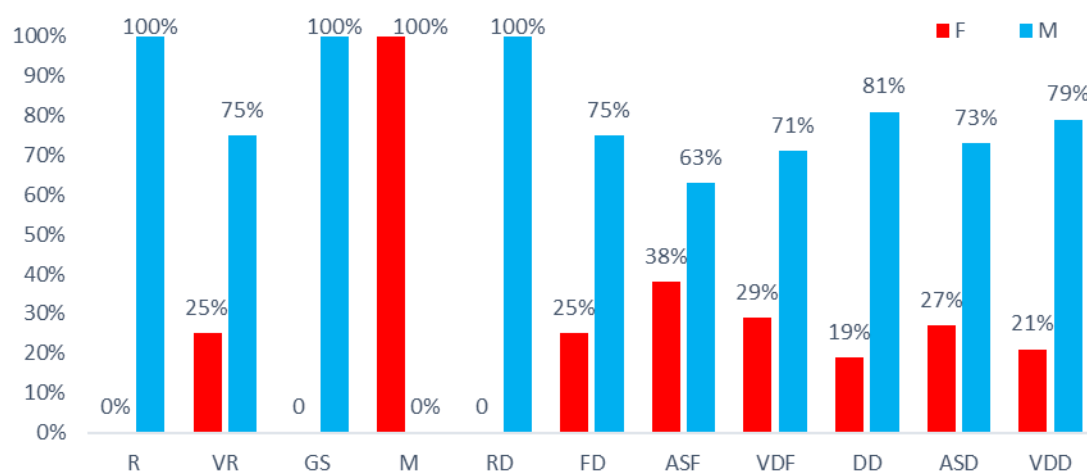
Decision-making Bodies				F	M	TOT
University level	University Senate	Appointed/ Elected	US	86	169	255
	Board of Trustees	Appointed/ Elected	BT	5	13	18
	Governing Council	Appointed/ Elected	GC	13	35	48
	Academic Council	Elected	AC	9	45	54
	Appeals Committee	Elected	ApC	2	5	7
	Teaching and Research Staff Recruitment and Assessment Committee	Appointed/ Elected	TRC	3	8	11
Faculty level	School/Faculty Board	Appointed/ Elected				
Department and Research Institute level	Department/Institute Council	Appointed/ Elected				

Description of existing "Gender agenda"
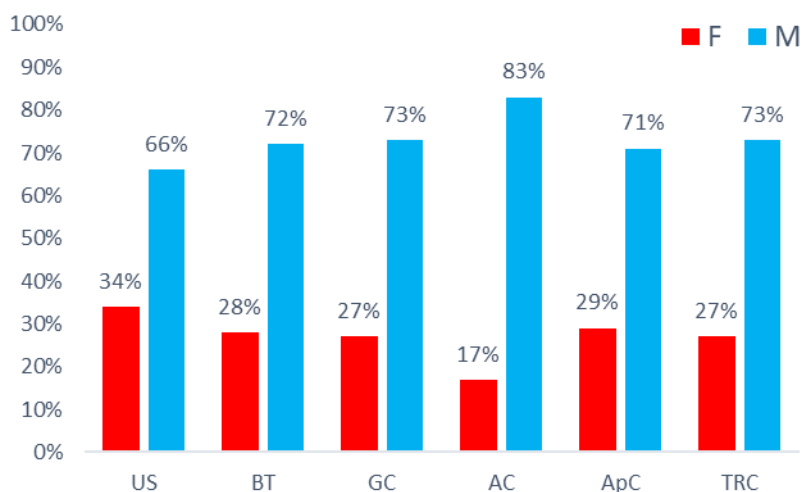
https://igualtat.upc.edu/ca

The Universitat Politècnica de Catalunya (UPC) has the third Gender Equality Plan (2016-2020) to continue promoting gender equality, focusing on 10 strategic lines drawn up following the recommendations of the Conference of European Schools for Advanced Engineering Education and Research (CESAER). The tihird GEP has been approved by the Governing Council.

The Statutes of the Universitat Politècnica de Catalunya. Equality and social responsibility are dealt with in Article 5 (Informing principles), point 5.5, "University activity at the Universitat Politècnica de Catalunya shall

be based on the principles of freedom, democracy, equality and solidarity, and on respect for ideological diversity. The University shall ensure that these principles are effective." and in point 5.6, "The Universitat Politècnica de Catalunya shall promote social responsibility, education in values, and the search for excellence in teaching, research, transfer of research results and management, and it shall require responsibility of all its members." They are also dealt with in Article 6, (Equal opportunities between women and men), "The University shall guarantee equal opportunities between women and men in all areas of the University and the right to non-sexist treatment. It shall also promote a balanced presence in collegial bodies and staff recruitment committees." Finally, it is dealt with in the additional provision 2 (The Equality Unit).

Gender analysis of decision making bodies at PK

Politechnika Krakowska (Cracow University of Technology) is one of the biggest state technical universities in Poland, founded in 1945. PK is engaged in: educating highly qualified engineers who can cope with national and global industry challenges; educating academic staff by supporting the development of their scientific passion and their participation in national and international scientific exchange; serving the economy and the society as a whole by solving technical and technological problems and by implementing scientific studies into economic practice.

Cracow University of Technology consists of 7 Faculties, as follows:

- Faculty of Architecture (WA),
- Faculty of Chemical Engineering and Technology (WIiTCh),
- Faculty of Civil Engineering (WIL),
- Faculty of Electrical and Computer Engineering (WIEiK),
- Faculty of Environmental Engineering (WIS),
- Faculty of Mechanical Engineering (WM),
- Faculty of Physics, Mathematics and Computer Science (WFMiI).

There are twenty seven scientific areas/ fields of study at PK:

- Applied Computer Science
- Architecture
- Architecture and Town Planning
- Architecture of Landscape
- Automation and robotics
- Biomedical Engineering
- Biotechnology
- Chemical Engineering and Process
- Chemical Technology
- Civil Engineering
- Computer Science
- Construction Chemicals
- Electrical Engineering
- Energetics
- Environmental Engineering
- Environmental Protection
- Industrial Design Engineering
- Management and Production Engineering
- Material Engineering
- Mathematics
- Mechanical Engineering
- Nanotechnology and Nanomaterials
- Production Engineering
- Security Engineering
- Spatial Economy
- Technical Physics
- Transport

Currently the university has 17101 registered students (12827 full-time students and 4274 extramural students) as well as 235 doctoral candidates and 1579 postgraduate students. University staff consists of 2120 employees, including 1197 academic teachers. The total budget of the University is around PLN 150 million. One of the largest departments is the Faculty of Civil Engineering, both in terms of quality and quantity of academic staff and the number of students educated (more than 4500 students registered). The University cooperates with many scientific centres across the world and is involved in many educational Union programs, which have given fruit in the form of joint scientific studies, exchanges of students and academic teachers, as well as the possibility of obtaining additional certificates and diplomas.

Brief description of *PK*

The main documents that specify the power, competences and procedures for the structure of the decision-making bodies at PK are:

- at national level: USTAWA z dnia 27 lipca 2005 r. Prawo o szkolnictwie wyższym (The national law on higher education, 27th of July 2005)
  http://prawo.sejm.gov.pl/isap.nsf/DocDetails.xsp?id=WDU20051641365;
- at University level: Statute of PK http://bip.pk.edu.pl/index.php?ver=0&dok=2492.

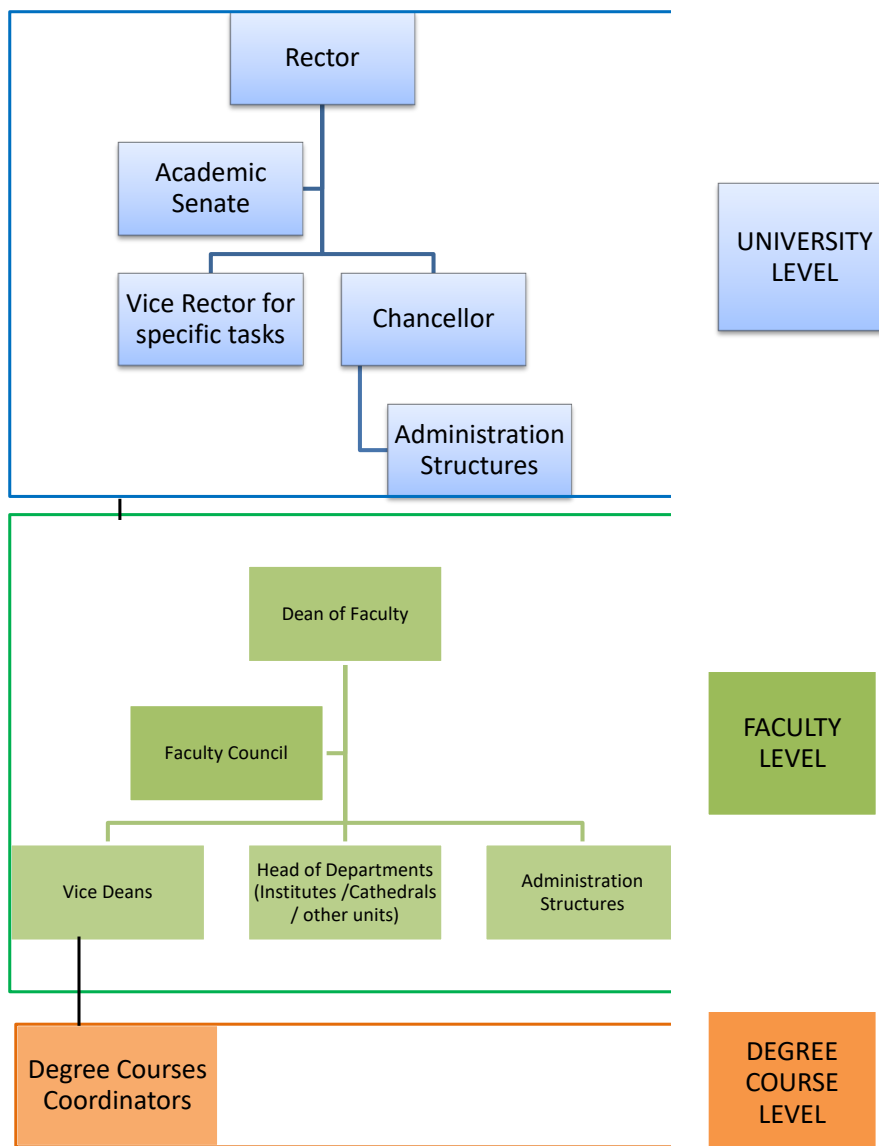## *PK* organization: Decision making structures and bodies

At PK there are three levels of management: University level, Faculty level and Department/Institute level. The main decision-making bodies at each level are Rector and Dean (the so called: single authorities, respectively. There are also joint bodies: the Senate and the Faculty councils. The basic unit of PK is the faculty which consists of institutes, divided into chairs[6], sections or laboratories. The institute / department / chair / other units is created, transformed and discharged by the Rector on the Dean's request, when positively evaluated by the Faculty Council with the absolute majority of votes in the presence of at least 2/3 of the statutory members of the Faculty Council.

The specific bodies, together with the power and procedures of composition, are presented below (see also organizational structure of PK).

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[6]An organizational unit of PK within the institute with a narrow research discipline, including a team of researchers and teaching staff usually working under the supervision of a full professor

D4.1 Decision-making processes and bodies

Decision-making Figures	Decision-making Bodies
University level	
• Rector	• Senate
• Vice Rectors	• Senate Commissions
• The Chancellor and the Quaestor	• Rector Commissions
	• Rector Council
	• University commissions
	• Disciplinary Commission
	• The Convention of PK
Faculty level	
• Dean	• Faculty Council
• Vice Dean	
• Head of the institute / department / chair/ other units	

University Level

- **Rector**

The Rector is a single authority appointed in election. Rector and Vice-Rectors are elected by the council of electors. The council of electors consists of: a) members of the Senate for a new term, b) minimum one and maximum two electors from each faculty and non-faculty units. Electors are selected from the academic teachers holding the academic title or post PhDs.[7]

The Rector is the highest authority at the university. In case of significant violation of the law, the Rector is accountable to the Minister of Higher Education. The Rector supervises the University and represents it externally. The Rector supports and implements the university development strategy, adopted by the collegiate body and indicated in the statute. A resolution may specify the means for implementing this strategy, including those derived from the university development fund.

The Rector of a public university shall make decisions in all matters relating to the university, except for matters reserved by law or statute to the competence of other university bodies, in particular:

- make decisions regarding the property and the economy of the university, including the sale or encumbrance of property,
- supervise the teaching and research activities at the university;
- supervise the implementation and improvement of the university quality assurance system;
- supervise the administration of the university;
- is the guardian of the law and safety procedures at the university;
- defines the responsibilities of the Vice-Rectors.

The Rector may cancel the decision of the head of a basic organizational unit, which is contrary to the statute, resolution of the senate or supreme governing body of a non-public university. The Rector can also withdraw a resolution of the council of that organizational unit, or other internal regulations of the university that violate an important interest of the university.

Critical analysis	
Positive issues	Negative issues
- The Rector has the highest-power role, however the majority of decisions are made by the Senate. - 20 % of the electors are a group of students' representatives, in which 8 out of 12 students are female.	- Electors are selected mainly among academic staff with the highest academic title. This group is characterized by gender imbalance (in the previous electors' group 23% of them were female; however, when considering only university staff without students' representatives, females are only 12%). - Only full professors can hold the position. Taking into account the gender imbalance in a group holding the highest academic title in engineering, the candidate is generally male.

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[7] Post PhD (polish dr. hab.; habilitated doctor) corresponds to the Grade B defined in Frascati Manual (OECD, 2002)

D4.1 Decision-making processes and bodies

- **Vice-rectors**

There can be no more than four candidates for the vice-rector position. They are electors and have the authority to indicate rector-elect during the term of the PK Rector. Electors also elect the vice-rectors. The PK Rector specifies the tasks and responsibilities of the Vice-Rectors. There are 4 vice-rectors who take responsibility for Research, Students Affairs, General Affairs and Education.

Critical analysis	
Positive issues	Negative issues
- 20 % of the electors are a group of students' representatives, in which 8 out of 12 students are female.	- The Rector appoints the candidates. If the Rector has no awareness of gender balance issues, he might not look for female candidates. - Only a person with the highest academic title (full professor or habilitated doctor) can hold the position. Taking into account the gender imbalance in a group with the highest academic title in engineering, the candidates are generally male. - Electors are selected mainly among academics with the highest academic title. This group is characterized by gender imbalance (in the previous electors' group 23% were female; however, when taking into account only university workers without students' representatives, females are only 12%).

- **Senate**

The statute specifies the structure of the Senate. The Senate consists of the Rector, the Vice-Rectors, Deans and representatives of:

1) professors and tenured professors representing not less than 35% of the Senate, but not more than three fifths of the Senate,
2) other academic teachers, representing not less than 20% of the Senate structure,
3) students and doctoral students, in part representing not less than 20% of the Senate,
4) non-academic staff members, who constitute 5% of the Senate structure.

The number of seats in the Senate cannot exceed sixty. The same person may not be a member of the Senate for more than two successive terms. This does not apply to those members of the Senate who perform a function of a single-person authority in PK.

Major competences of the Senate:

1) passing the Statute,
2) passing the development strategy put forward by the Rector of PK,
3) passing the study regulations, educational effects, plans, programs, etc.
4) setting the rules for admission and the number of places in different fields of study,
5) evaluation of the university activities, approval of the annual reports of the Rector of PK activity and evaluation of the activity of the Rector of PK,
6) adopting resolutions on commencing or terminating a field of study,
7) adopting regulations for the management of the copyright and related rights,

8) awarding the title of doctor honoris causa and honorary dignitary professor of PK,
9) passing the financial and material plan of the university and approving the financial report of the university,
10) determining principles of trading securities and giving consent to the acquisition, sale or encumbrance of property,
11) expressing opinion of the academic community at the university and expressing opinions on matters submitted by the Rector of PK, the faculty council or at least five members of the Senate,
12) passing the rules, conditions and mode of acknowledging the learning outcomes and determining the method of appointment and the mode of operation of the commission verifying the learning effects.

Critical analysis	
Positive issues	Negative issues
- The group of other academic teachers, students and non-academic staff members are better represented by females, providing them with opportunity to become Senate members. - Legally, there is no rule that directly discriminates against women for the Senate representation.	- The Senate consists of academic teachers with the highest scientific title (full professor or habilitated doctor) who are mainly male. This account for gender imbalance in this group. - There are no regulations that act in favor of equal representation of men and women in the Senate.

- **Senate Commissions**

The Senate (consisting of Rector, Vice-Rectors, Deans, representatives of teachers, students and PhD students, administration workers) is appointing permanent and ad hoc committees. The task of these committees is to give opinions and prepare materials for the Senate deliberations. At the beginning of each term, the Senate determines the tasks for each committee and, on the Rector's request, appoints the Chairman among the Senate members. The members of the committee shall be appointed by the Senate upon the request of the Chairman. The committee consists of one representative from every faculty. The candidates receive the Deans' approval. The members of the committees may also become: one representative of the non-faculty entities of the University, one representative of students and one representative of PhD candidates. As an advisory vote, the representatives of each trade union shall belong to the committees (one from each union). The appointment of standing committees should take place no later than two months after the commencement of the Senate's term. The commissions are as follows:

Human Resources Development Committee, Committee on Didactics, Commission of the Economy, Budget and Finance, Statutory Committee, Ethics Committee, Convent of Dignity, Commission of the Educational Quality Assurance.

Critical analysis	
Positive issues	Negative issues
- The group of other academic teachers, students and non-academic staff are better represented by females, so there is an opportunity to look for females for the Senate commissions members. - Legally, there are no rules that directly discriminate women for the senate commission representation.	- Since the Senate Commissions consist of members of the Senate, which is man-dominated, particular Senate Commissions are men-dominated as-well. - There are no regulations that act in favor of equal representation of men and women in the Senate Commissions.

D4.1 Decision-making processes and bodies

- **Rector Commissions**

The commissions are as follows:

Committee for Distinctions, Award Committee for Academic Teachers, Committee for Health and Work Safety, Investment and Renovation Committee, Committee responsible for providing accommodation in the academic staff hotel, Committee on the Rector's Award for the creation of e-course. Rector Commissions are advisory and opinionating bodies.

Critical analysis	
Positive issues	Negative issues
- Legally, there is no regulation that directly discriminates against women for the Rector commission's representation. - The legal basis for the commission structure does not refer to the possession of the highest academic degree.	- The Rector appoints the candidates. If the Rector has no awareness of gender balance issues, he might not look for female candidates.

- **Rector council (*kolegium rektorskie*)**

The Rector Council is a permanent advisory board, appointed by the Rector in order to provide him with guidance during the decision-making process. The council consists of: Rector, Vice-Rectors, Deans, Chancellor, Quaestor and 4 members representing university staff and students.

Critical analysis	
Positive issues	Negative issues
- If any changes appeared in the structure of the highest authority bodies, they would be reflected in the Rector Council.	- The Council consists of the highest authorities of the university, which are men-dominated.

- **University commissions**

The commissions are as follows:

University Inventory Commission, University Liquidation Commission , Company Social Benefits Committee, University Appeals Committee for PhD, University Conciliation Commission, University Electoral Commission, University Commission for Technical Reviews of PK Objects. They are advisory and opinionating bodies.

Critical analysis	
Positive issues	Negative issues
- Legally, there are no rules that directly discriminate against women for the Rector university representation. - Particular commissions consist not only of academics, but also administrative workers. This group is very well represented by women. - The legal basis for the commission structure does not relate to possessing the highest academic degree.	

- **Disciplinary commissions**

The commissions are as follows:

Disciplinary Commission for Students, Disciplinary Appeal Commission for Students, Disciplinary Committee for PhD Students, Disciplinary Appeal Committee for PhD Students, Disciplinary Committee for Academic Teachers. They are advisory and opinionating bodies.

Critical analysis	
Positive issues	Negative issues
- The statute ensures that each group of academic teachers is represented in the commission. That influences the gender balance of the commission.	- In fact, the Disciplinary Commission has almost no cases to recognize. - There is no awareness of gender-related cases that might be put forward to the commission. It reinforces the impression that if there are no cases considered, for example regarding discrimination or harassment, the problem does not exist.

- **The Convention of PK**

The Convention includes the Rector of PK and representatives of:

1) local authorities of the Małopolskie Voivodship, the city of Krakow and other territorial self-governed units,
2) employers' organizations and business organizations;
3) entrepreneurs and financial institutions,
4) scientific, professional and creative institutions and associations,
5) 5) associations of graduates and PK friends.

Cracow University of Technology provided that the representatives of the entities referred to in paragraphs 1 to 5 are not less than half of the Convention's third point.

The members of the Convention are appointed by the Senate on the Rector's request. The Convention shall elect a chairman among its members. The powers of the Convention include in particular:

1) evaluating general directions and trends in PK activity,
2) proposing new study courses and specializations of particular interest in the region,
3) expressing opinion on the scientific research in PK,
4) taking viewpoint on important issues related to the academic community,
5) considering issues related to PK cooperation with external entities.

Critical analysis	
Positive issues	Negative issues
- The legal basis for the convention structure does not relate to the highest academic degree, there is no legal statement that influences the potential gender-balance structure.	- The convention consists of half of the Senate members. If the Senate is highly men-dominated, there is a probability that the convention will not be gender-balanced.

- **The Chancellor and the Quaestor**

The Chancellor is employed by the Rector. The Chancellor is subject to and directly before the Rector of PK. Quaestor is a Deputy Chancellor. The Chancellor, within the scope determined by the Rector, directs the administration and economy of PK, excluding matters reserved in the law to other organs of the university. The scope of responsibilities, competence and responsibility of the Chancellor is specified in the Organizational Regulations of PK.

Critical analysis	
Positive issues	Negative issues
- The Chancellor is chosen by the Rector after the open public call, to which all qualified candidates may apply without gender discrimination.	- There are no specific regulations that would guarantee equal opportunities for male and female candidates during the selection procedures.

Faculty Level

- **Dean**

A single authority appointed as a result of election. Deans and Vice-Deans are elected by the faculty council of electors formed by permanent and selective members of the faculty board in the new office term, having the voting right. The election takes place after the election of the Rector and Vice-Rectors of PK. The Dean of the faculty of PK may be a person holding a scientific title or a degree of a habilitated doctor, employed in PK as the only workplace and fulfilling Art. Article 76 2 and Art. Article 79 1 act. 2 (national law).

Critical analysis	
Positive issues	Negative issues
- Student electors have a very important voice in the election, and this group is well represented by female students.	- Only a person with the highest academic title (full professor or habilitated doctor) can hold the position. Account for gender imbalance in a group holding the highest academic title in engineering, the candidates are generally male. - Electors are represented by every group of faculty members.

- **Vice-dean**

Deans and Vice-Deans are elected by the faculty council of electors formed by permanent and selective members of the faculty board in the new office term having the voting right. The election takes place after the election of the Rector and Vice-Rectors of PK. During his office Vice-Dean elects the faculty council. The Vice-Dean of the PK faculty may be a person holding at least a scientific degree of PhD, employed in PK as the sole workplace and fulfilling the requirements of art. Article 79 1 act., respectively.

Critical analysis	
Positive issues	Negative issues
- The groups of scientific workers with Ph.D. have better female representation, thus providing women with opportunity to receive Vice-Dean position.	- In fact, the Dean appoints the candidates for Vice-Dean positions. If the Dean has no awareness of gender balance issues, he might not look for female candidates.

D4.1 Decision-making processes and bodies

- Faculty council (Rada Wydziału):

The Faculty Council is represented by:

1) Dean as chairman,
2) Vice-Deans,
3) all academic teachers holding the title of professor or habilitated doctor and employed as associate professors,
4) elected representatives of: a) other academic teachers employed in the faculty, accounting for 20 to 25% of the Faculty Council structure, b) students and doctoral students, representing 20 to 25% of the faculty council, the number of students and doctoral students is determined by the size of the two groups in the faculty, c) non-academic staff, in part representing 5% to 10% of the faculty council, the academics holding the title of professor or habilitated doctor constitute 50% of the Faculty Council.

Competences:

1) Specified by the national legal system (law SW art. 68).
2) The faculty council establishes and supervises directions of the didactic and scientific activities of the faculty, its organizational units, which are not reserved for the Senate by the PK status or the national law.

The faculty council is also responsible for:

- applying to the Senate for the creation and liquidation of study department,
- apply to the Senate with respect to terms and conditions of recruitment policy and the number of places in the first year of university education,
- applying to the Senate for the faculty or departmental approval detailed rules for study regulations,
- defining the management rules assigned to the department and the managing resources,
- expressing an opinion on termination of employment of academic teacher working in the faculty,
- expressing opinions on establishing and terminating the employment relationship with academic teacher referred to in § 94 of the Statute,
- taking other actions resulting from the Act (national law), the Statute and resolutions of the Senate.

Critical analysis	
Positive issues	Negative issues
- The group of other academic teachers, students and non-academic staff are better represented by female members and they constitute important group in the faculty board. - Legally, there are no regulations that directly discriminate against women candidates for the Senate representation.	- Faculty Board consists mainly of academic staff with the highest scientific title (full professor or habilitated doctor) who are mainly male. It accounts for gender imbalance in this group. - There are no regulations that act in favor of equal representation of men and women in the Faculty Board.

- **Head of the institute/department/chair/other units**

The head of the institute/chair/department may be an academic teacher employed only in PK and holding the degree of habilitated doctor at the least. The head of the chair is appointed and dismissed by the Rector of PK at the request of the Dean and opinionated by the Faculty Council. They are appointed for a term of four years.

| Critical analysis	
Positive issues	Negative issues
- From the legal perspective, there are no regulations that directly discriminate against women candidates for the position of the head of institute.	- The head of the Faculty must hold the highest scientific title (full professor or habilitated doctor) and is usually male. This accounts for gender imbalance in this group.

Overview of decision-making figures and bodies

Decision-making Figures				F	M	TOT
University level	Rector	Elected	R	0	1	1
	Vice Rectors	Elected	VR	0	4	4
	The Chancellor and the Quaestor	Appointed	C&Q	1	1	2
Faculty level	Dean	Elected	D	0	7	7
	Vice Dean	Elected	VD	8	19	27
	Head of the institute	Appointed	HI	4	32	38
	Head of laboratory/chair/section	Appointed	HS	21	94	115
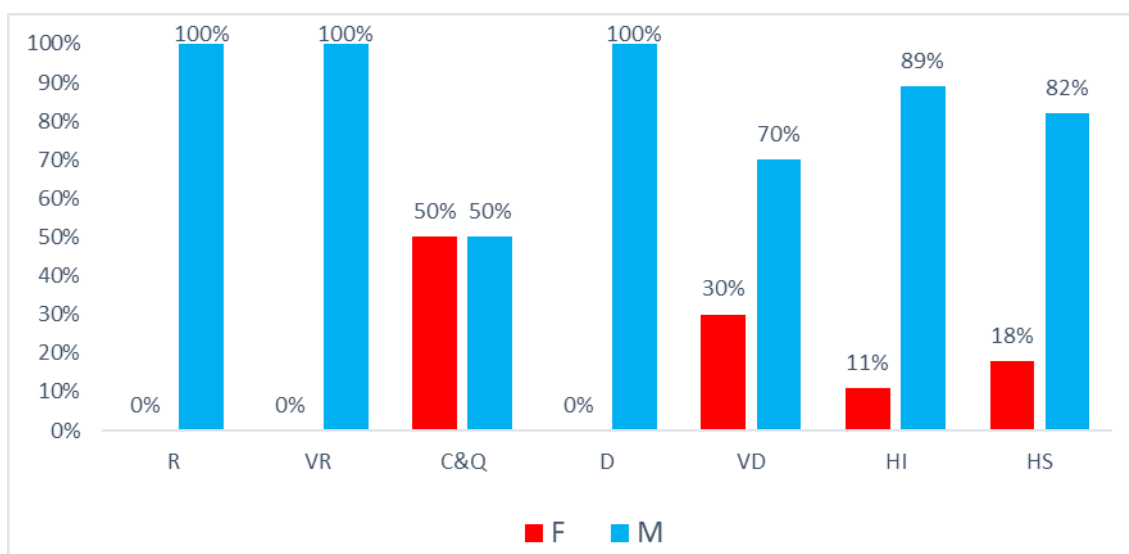
Decision-making Bodies				F	M	TOT
University level	Senate	Appointed/ Elected	S	14	46	60
	Senate Commisions	Appointed/ Elected	SC	20	54	74
	Rector Commissions	Appointed/ Elected	RCom	13	52	65
	Rector Council	Appointed/ Elected	RC	2	16	18
	University commissions		UC	23	50	73
	Disciplinary Commission		DC	25	27	52
	The Convention of PK	Appointed/ Elected	C			
Faculty level	Faculty Council	Some Elected Figures + All professors of the Faculty				
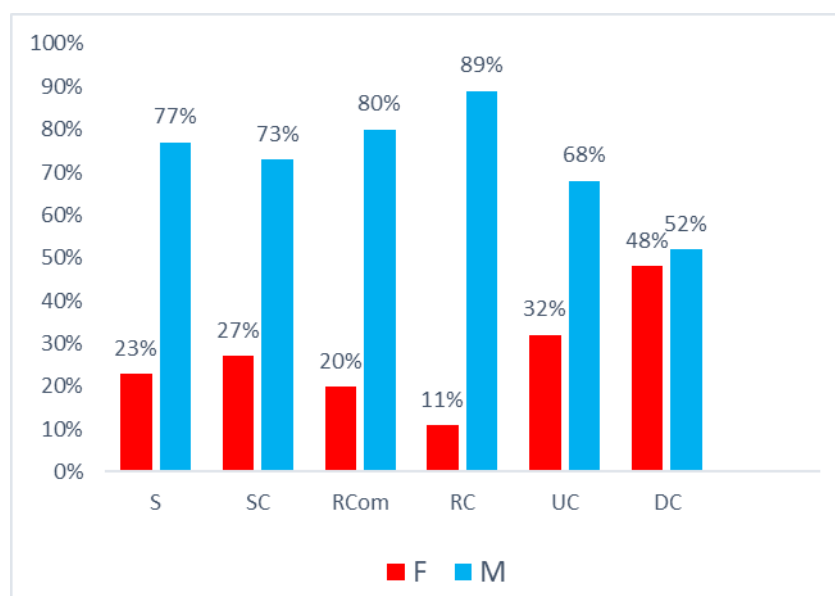
Description of existing "Gender agenda"
No competences related to gender issues are clearly indicated:

1) Vice-Rector for Student Affairs is responsible for the Disabled Office;
2) The Senate Ethics Committee is responsible for handling complaints. The committee proceeds on Rector's request. There has been no problematic matter handled by the committee for the last two years.
3) Attachment 8 to the Statute states: PRINCIPLES AND PROCESS OF EMPLOYMENT AND EXTENSION OF EMPLOYMENT OF ACADEMIC TEACHERS
4) The university statute is the main document describing procedures. The senate is responsible for the statute, however different issues are specified in national acts of law.

Other related relevant issues specific for *PK*

Right now, the project of new higher education law at national/governmental level is being prepared. However, currently we do not have any information about the introduction of gender issues into that law.