

Gender Equality Plan (GEP)

October, 26th 2022

The University of Applied Sciences Stuttgart (HFT) is committed to gender mainstreaming. This means that equality and equal opportunities for women and men are taken into account in all facilities and procedures of the university. Gender diversity is welcomed and protected from discrimination.

As part of HFT Stuttgart's structural and development plan, the Equality Plan forms the basis for this. It defines goals, responsibilities, resources, implementation strategies and measures. As part of the university's strategic development plan, it is periodically evaluated and further developed and contains more details than the present document.

Availability of the GEP

The GEP is published in German and English on the HFT Stuttgart intranet and on the university's website: https://www.hft-stuttgart.de/fileadmin/Dateien/Allgemeine-Hochschuldaten/Verwaltung/Gleichstellung_Chancengleichheit/HFT-Stuttgart-Gender-Equality-Plan.pdf.

The detailed Equality Plan of HFT Stuttgart in German language can be found here: https://www.hft-stuttgart.de/fileadmin/Dateien/Hochschule/Gleichstellung_Chancengleichheit/Gleichstellungsplan-2017.pdf

Resources for the design, implementation and monitoring of the GEP

The responsibility for the university's lived gender equality policy lies with all employees and students at HFT Stuttgart. However, certain individuals and institutions have their own positions and tasks that deal with the design, implementation and monitoring of equality. In detail, these are:

- an elected Equal Opportunities Officer (Gleichstellungsbeauftragte) and her two elected deputies, all of whom are professors at HFT Stuttgart and have reduced their teaching load in order to have enough time for their work. Their task is to advise the university's institutions on the design and review of an equal opportunities policy for academic staff and to assist in its implementation and monitoring.
- an assistant to the Equal Opportunity Officer, whose task is to support the work of the Equal Opportunity Officer.
- An Equal Opportunity Representative (Beauftragte für Chancengleichheit) and a deputy under the Equal Opportunity Law (Chancengleichheitsgesetz) to assist the university administration in implementing the Equal Opportunity Law for administrative and specialized staff.
- the Equal Opportunity Officer and the Equal Opportunity Representative have an annual budget for material resources or student assistants.
- an Equal Opportunity Advisory Council (Gleichstellungsbeirat), established in 1999, whose task is to advise the Equal Opportunity Officer and her deputies in their work.
- an Equal Opportunity Commission (Gleichstellungskommission) established in 2021 (according to Baden-Württemberg law), whose task is to monitor and advise on the implementation of equal opportunity policy at HFT Stuttgart.
- the deaneries and the senate, which implement key aspects of the gender equality policy (e.g. when hiring new staff, or considering gender equality policy in official documents and strategic decisions).
- The Service Center for Competency-Based & Innovative Learning & Teaching (SkiLL), which offers continuing education courses on topics relevant to gender equality.

Data collection and monitoring

Gender-specific data are collected by various institutions at HFT Stuttgart:

- the Student Affairs Department has been collecting gender-specific data for more than 20 years. For each degree program, the number of males and females among applicants, students and graduates is recorded.
- The Human Resources Department collects data on the number of male and female applicants, employees and professors, broken down by field of activity and full-time or part-time employment.
- the Institute for Applied Research (IAF) collects data on the number of doctoral students and graduates.
- the Human Resources Department also collects data on the use of childcare offered by HFT Stuttgart.
- the rector's office collects data on the distribution of scholarships among female and male students and on the use of the Dual Career Program.

These data are presented once a year in the report of the Equal Opportunities Officer to the Rectorate, Senate and University Council to review with the leading bodies whether the equal opportunities policy is successful or adjustments are necessary.

The data also provide the basis for the structural and development plans that are prepared by the university every five years to determine the strategy for the coming years.

Continuing education and capacity building

The HFT Stuttgart has the Skill, through which numerous courses are offered for the further education and training of employees. Among others, these include topics such as: Gender awareness in the classroom, in everyday work or in recruitment procedures, raising awareness of discrimination and bullying, and training in other social skills. Special training courses are also offered for decision-makers.

The university has a process documentation system in which work processes at the university are described. Gender awareness plays a natural role in these processes.

Work-Life-Balance und Organisationskultur

HFT Stuttgart attaches particular importance to the well-being and health of its employees and students.

To this end, the following measures are already being successfully implemented:

- HFT Stuttgart is a member of the Best Practice Club "Familie in der Hochschule" and pursues continuous improvement of family friendliness at the university through active participation in working groups.
- HFT Stuttgart offers childcare for the children of employees. Expansion to children of students is planned as soon as a budget can be made available.
- Family-friendly times are observed at committee meetings.
- Employees and students have the opportunity to bring their children to work and study at the university. Boxes with toys for children of different age groups are available for lending in the library of HFT Stuttgart.
- Specially equipped rooms for nursing mothers are available and accessible without barriers.
- Restrooms in several buildings are equipped with changing tables and are barrier-free accessible.
- The study and examination regulations provide flexible time limits for student parents and students caring for other (e.g. elderly) family members in need of care.
- There are special scholarships for student parents.
- Networking meetings for student parents are offered on a regular basis.
- Part-time positions and home office work are possible.
- A contact point (Pflegetotsenstelle) has been set up, where employees can obtain information if they are suddenly confronted with a care case in the family.
- A variety of sports courses are offered for both students and employees.
- The health management team manages the offers of company medical care (e.g. regular eye examinations, vaccinations, etc.), as well as, since 2022, a free consultation on psychomental stress for all employees of HFT Stuttgart.

Balanced ratio of women and men in leadership positions and decision-making processes

The relative representation of women and men in the various institutions of HFT Stuttgart has been monitored for decades and attention has been given to a balanced gender ratio. Over the years, these measures have led to the following successes:

- Rectorate: 50 % women
- University council: 44 % women
- Senate: 38% women
- Management positions in administration and technical services: 47 % women
- Deans, vice deans: 22% women
- Professors: 22% women
- Heads of study programs: 15% women

Gender equality in hiring and career advancement

Ongoing efforts are made to implement gender equality in hiring and career advancement.

Recruitment:

Particular attention is paid to the recruitment of female professors, as the proportion of women in this area is lower than in other positions at HFT Stuttgart. The reason for this is that it is more difficult to find suitable female applicants in various fields, for example in degree programs such as tunneling, surveying and computer science. As a technical university, most of the degree programs at HFT Stuttgart are traditionally male-dominated. For this reason, special efforts are made to actively recruit women:

- Posting of job advertisements in special women's networks.
- The participation of HFT Stuttgart in the organization of information evenings for women who are interested in a professorship.
- The use of special online services (e.g. Lakof Database) for the recruitment of female lecturers.
- The regular participation in the Mathilde-Planck-Teaching-Contract Program of the state of Baden-Württemberg for the promotion of female lecturers.
- The participation of HFT Stuttgart in a joint dual career program of several Stuttgart universities.
- The offer of child care in order to arouse the interest of female applicants.

In the recruitment process of academic staff, the Equal Opportunity Officer or one of the deputies is always involved. When hiring administrative or professional staff, the Representative for Equal Opportunity is always involved.

Career advancement:

HFT Stuttgart attaches great importance to supporting women in their professional development.

Concrete measures to this end are:

- The employees of HFT Stuttgart are regularly offered training courses for qualifications in Skill. This also includes off-the-job training.
- The IAF of the HFT Stuttgart offers consulting services for professors in research projects.
- HFT Stuttgart participates in the Schlieben-Lange-program for the promotion of female doctoral students, which is offered by the state of Baden-Württemberg.
- Information evenings are offered for female lecturers to inform and advise them on the path to professorship.
- All female professors receive exactly the same opportunities for a research semester.
- Mentoring is offered for female students.

Integration of the gender dimension in research and teaching

As a technical university with the faculties of: (A) Architecture and Design, (B) Civil Engineering, Building Physics and Business Management, and (C) Geomatics, Computer Science and Mathematics, gender research is not an immediate

focus of the course offerings. However, wherever possible, gender aspects are integrated into the curriculum, as exemplified by the following measures:

- Making the contributions of women in science and research more visible, especially in areas where they are underrepresented, e.g., computer science and mathematics.
- Applying gender equality goals to course content, e.g., explaining how changing gender roles affect interior design, such as the design of kitchens and other spaces.

Professors ensure that female students have adequate opportunity to present their work in courses and encourage them to take teaching or research assistantships in courses, in which women are underrepresented.

Measures against gender-based violence including sexual harassment

HFT Stuttgart is very aware of the potential for gender-based harassment or violence and is attentive to complaints. These can be raised anonymously during regular evaluations or in person with the advisors or in the study committees, which meet once a semester to evaluate the content of classes and the behavior of faculty. As required by law, HFT Stuttgart provides one male and one female contact person as advisors in cases of gender-based violence or harassment. Students who act violently against fellow students are exmatriculated and thus cannot continue their studies at HFT Stuttgart. As an additional measure, self-defense courses for female students are offered on a regular basis.

Goals for the future

HFT Stuttgart has achieved considerable success in the area of gender equality. This includes, in particular, the consistently equality-friendly atmosphere at the university. This is also the basis for the joint efforts to continuously improve in this area, whereby equality does not only exist on paper, but is lived in daily working practice.

Our specific goals for the future include:

- Maintaining gender parity where it has already been achieved.
- Continuation of all gender equality measures that have proven useful and successful.
- Collecting necessary data as a basis for continuing to measure, monitor and evaluate the evolving situation.
- Increase the percentage of women in the areas where they are still underrepresented.
- Continuous improvement of family friendliness in all areas of the university.
- Further development and optimization of communication and information provision.

Concrete figures and descriptions of measures are described in the detailed equality plan.

Stuttgart, October 26th, 2022

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