

Warsaw, January 25, 2022

SN.0201.1.2022

**REGULATION NO. 1/2022**

of the Director of the Institute of Literary Research of the Polish Academy of Sciences from  
January 25 2022 about enacting

**the „Gender Equality Plan for the Institute of Literary Research of the Polish Academy  
of Sciences”**

Implementing recommendations of the European Commission due related to awarding the HR Excellence in Research distinction to IBL PAN, guidelines of the European Commission for institutions active in the European Research Area (ERA), and considering requirements for institutions who are planning to apply for research financing through the Horizon Europe 2021 - 2027 program:

§ 1

Based on article 11 paragraph 5 item 5 of the Statute of the Institute of Literary Research of the Polish Academy of Sciences, the Director of the Institute introduces the „2022-2025 Gender Equality Plan for the Institute of Literary Research of the Polish Academy of Sciences”, which forms an annex to this regulation.

§ 2

The regulation comes into force on the day of signing.

DYREKTOR  
INSTYTUTU BADAŃ LITERACKICH  
POLSKIEJ AKADEMII NAUK

*prof. dr hab. Mikołaj Sokołowski*

Annex:

1. „Gender Equality Plan for the Institute of Literary Research of the Polish Academy of Sciences”.

Annex to the regulation no. 1/2022 by the Director of the Institute of Literary Research of the Polish Academy of Sciences from January 25, 2022 regarding the „Gender Equality Plan for the Institute of Literary Research of the Polish Academy of Sciences”

**Gender Equality Plan**  
**for the Institute of Literary Research of the Polish Academy of Sciences**  
**for the period 2022-2025**

**Introduction**

The Gender Equality Plan (GEP) for 2022-2025 was prepared at the Institute of Literary Research of the Polish Academy of Sciences (IBL PAN) at the turn of the years 2021/2022 based on European Union documents, including guidelines of the European Institute for Gender Equality, and IBL PAN own data, collected by the IBL PAN Gender Equality Plan Implementation Team that was appointed in October 2021. It was developed with the conviction that respecting equality of all IBL PAN employees, regardless of gender, sexual orientation, age, social background, ethnic and national origin, or religion, is essential to the wellbeing of all members of our institutional community, and directly translates to the quality of IBL PAN research and quality of education received by young scholars. We want IBL PAN to be a safe place of work and study for everyone, an environment which respects the principles of equality and diversity, is free from discrimination and allows a harmonious balance between professional and private life. We believe that respecting these principles will contribute to an unimpeded scholarly and personal development of our employees and doctoral students. By enacting the GEP, we also enable IBL PAN to apply for research financing through the Horizon Europe 2021-2027 program, which fulfills conditions for all applicants that enter into force in 2022.

The IBL PAN Gender Equality Plan is consistent with the European gender equality strategy, principle of gender equality and equal opportunities as a basic principle of European Union treaties that are binding for all member states. By creating the GEP for IBL PAN, we are following the example of other documents of this kind which have already been implemented, such as the

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Gender Equality Plan for the University of Warsaw (2020). The Institute's Management shares the European Union's conviction about the need for creating equality strategies in European Research Area institutions, because studies done at university units and other scientific institutions in Europe and Poland (vide: sources at the end of this document) indicate that employees and students encounter prejudice and institutional barriers which hinder their development. Examples of those are gender discrimination and sexual harassment; a major challenge, particularly for women, is also the balancing of professional activities with family life. Studies indicate that women's scholarly careers develop slower or are discontinued at some point, which is often due to the last factor mentioned. However, the abandonment of scholarly work by women is a loss for any institution which educates or employs them, as well as for the whole society. In its documents, particularly in the announcement about the strengthening of European Research Area (ERA), the European Commission (2012) encouraged all member states to eliminate organizational and legal barriers which impede the development of women's scholarly careers, and proposed three areas of priority in implementing Gender Equality Plans in scientific institutions: equal opportunities for professional development for women and men, gender balance in management of an institution's units, and introduction of gender problems into research and teaching. The European Institute for Gender Equality also suggested a 40% representation of a particular scientific area's underrepresented gender in recruitment of researchers and students and in creation and evaluation of research programs. In addition, an opinion by the Polish Ministry of Science and Higher Education (2016) suggests making efforts towards systemic prevention of discrimination in Polish colleges and universities.

The Institute of Literary Research of the Polish Academy of Sciences examines Polish literature and culture and is the leading research centre, as attested by the A+ category in last two parameter-based evaluations of national scientific centres (2013, 2017), in areas such as Old Polish studies, modern editorship, literary geography, popularisation of 19<sup>th</sup>-century culture, Holocaust studies, communism studies, gender studies, digital humanities and animal studies. As of early 2022, the Institute employs 173 people, among them, 85 researchers. The Institute is aware that the future of humanities depends not only on the protection of cultural heritage, but also on accepting challenges posed by the process of European integration and considers not only reinterpretation of the history of Polish literature and culture with regard its place in European culture to be part of its mission, but also a restructuring of



the model of research and knowledge in the area of humanities in order to respond to challenges of modern times.

In 2016, IBL PAN joined the elite group of Polish scientific institutes awarded the „HR Excellence in Research” logo by the European Commission, which also means a commitment to continuous improvement of its HR and recruitment policy to keep it in line with principles defined in the European Charter for Researchers and Code of Conduct for the Recruitment of Researchers, and commitment to preparing, as part of the Gender Equality Plan for IBL PAN, its equality policy, which will guarantee equal treatment of employees in this key area or their lives and careers.

The Institute of Literary Research is aware that initial conditions in its environment are already favourable. First scholarly disciplines as history of literature and humanities have continuously been feminized; secondly, the Institute has played a particular role in this area: it has been the starting point for many impulses for development of reflection on gender in modern Poland. Already in the early 1990s, it included the perspective of feminist criticism into reflection on literature and passed it on to younger generations of scholars who participated in rebuilding Poland after 1989 (particularly such scholars as the late Prof. Maria Janion, Prof. Anna Nasiłowska, and Prof. Grażyna Borkowska should be mentioned); an important publication about feminist and gender theory, and history of feminism and gender studies in Poland has been developed as a part of our larger project: *Gender Encyclopedia. Gender in Culture* (2014), which owes its broad, interdisciplinary perspective to a team of several dozens of specialists in areas such as – besides history of literature – also law, economy or theology. Since 2015, a part of IBL PAN structure is also the interdisciplinary team of Women's Archive, created and led by Associate Professor Monika Rudaś-Grodzka, which studies women's literature and autobiographical writing as well as women's history in Poland. Over a decade ago, IBL PAN also, introduced post-graduate gender studies, and in 2012-2016 also offered post-graduate studies in gender mainstreaming. Some of the leading experts in these topics have given lectures at the post-graduate gender studies program from various background: lawyers, representatives of NGOs (such as the current EIGE Manager, Barbara Limanowska, and the chairperson of the Polish Association of Anti-Discrimination Law, Karolina Kędziora). Many other Institute employees also introduce a gender perspective into studies on Polish literature and culture. They understand the meaning of gender equality and the principle of non-discrimination in social life, which results in our institution already having a well-developed culture of equality in the moment

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at which this Plan is introduced. Therefore, its goal is to raise the awareness of our employees and doctoral students in the area of gender equality and non-discrimination, monitoring the current situation and making improvements in areas which require it. By creating and implementing GEP, IBL PAN makes a conscious commitment to respect the ideas of equality and diversity as a part of its culture, research and educational content. Its success depends on the common engagement of the Institute's Management and its entire community that consists of researchers, doctoral students, and all other employees which facilitate its research.

### **Methods adopted to diagnose the situation**

In October 2021, a Gender Equality Plan Implementation Team was created at the Institute and a person was appointed to coordinate work on preparing the Plan. The Team included, among others, the IBL PAN Deputy Director for general affairs and coordinator for HR Excellence in Research logo, and a member of the mentioned research group Women's Archive was appointed chairperson. This kind of team make-up guarantees a broad and competent outlook on the situation in the Institute regarding gender equality and, more broadly non-discrimination principle and respecting diversity.

Based on statistical data from individual departments, a quantitative audit was conducted between October 2021 and January 2022, and analysed questions such as: gender structure with division by posts; course of women's and men's scholarly careers; representation of both genders in leadership positions; gender structure of salaries; international mobility of researchers with division by gender; activity of employees of both genders in areas such as publications, grant applications and conducting research projects; and the presence of research topics related to equality or history of women's literature.

Using the appropriate documents as the basis, a qualitative audit was also performed in regards to questions such as: the availability of working solutions which recognise the need to balance work with family and private life; quality of recruitment procedures in doctoral studies, posts and decision-making positions in the Institute with regard to encouraging underrepresented or defavoured groups of employees of a particular gender to take part or submit their candidacy; the availability and quality of anti-discrimination, anti-mobbing and anti-harassment procedures.

An anonymous questionnaire was also created to check employees opinion on the implementation of requirements for institutions that received



the „HR Excellence in Research” logo; a quantitative audit of employees' satisfaction levels about career opportunities at the Institute, including stress levels due to male career models or overburdening with duties; the difficulties with balancing professional and private life; the potential presence of problems such as discrimination due to gender or other factors, mobbing, and sexual harassment.

Individual talks with employees of both genders on different posts were also done to become acquainted with their opinions on what priorities IBL PAN should accept to better implement the equality and diversity principle in their workplace, their problems and expectations regarding the Plan.

### **Most important data from the review of the gender equality situation at the Institute**

#### a) gender structure of employment at the Institute:

In 2021, the Institute of Literary Research employed 64,83% women and 35,17% men, including: on research posts – 56,67% women and 43,33% men; on research-technical posts – 25% women and 75% men; on documentation posts – 77,55% women and 22,45% men; in the library – 69,23% women and 30,77% men; in administration and the Institute's publishing house – 73,10% women and 26,90% men.

For comparison, in 2016 – an important year for the history of IBL PAN, as that year it received the prestigious „HR Excellence in Research” logo, IBL PAN employed 66,47% women and 33,53% men including: on research posts – 59,04% women and 40,96% men; on research-technical posts – 20% women and 80% men; on documentation posts – 76,74% women and 23,26% men; in the library – 76,92% women and 23,08% men; in administration and the Institute's publishing house – 65,52% women and 34,48% men.

#### b) gender makeup of the doctoral studies:

In all years of current 3<sup>rd</sup> degree studies at IBL PAN, women hold an overwhelming majority: 63,64% women and 36,36% men (ordinary intramural studies – 72,22% women and 27,78% men; doctoral studies in digital humanities – 57,14% women and 42,86% men). On average, female students of IBL doctoral studies are older than their male colleagues. Women and men abandon studies on a percentage roughly proportional to their share in the overall population of students. In the last five years, seven women and three men have abandoned their studies (70% women and 30% men).



c) progress of women's and men's scholarly careers:

In 2021, IBL PAN had: 100% women assistants; among assistant professors – 65,71% women and 34,29% men; among Institute professors – 50% women and 50% men; among full professors – 42,86% women and 57,14% men.

In 2016, the data was as follows: among assistants – 75% women and 25% men; among assistant professors – 71,43% women and 28,57% men; among Institute professors – 41,67% women and 58,33% men; among full professors – 46,15% women and 53,85% men.

d) gender makeup for leadership positions at the Institute:

In 2021, the Institute employed 56,41% women in leadership positions, including: 53,13% in the Institute's Management and among leaders of work groups and research teams; and 71,43% in management of the Institute's publishing house, library and administration departments.

For comparison, in 2016 there were 58,82% women in leadership positions, including: 57,14% in the Institute's Management and among leaders of work groups and research teams; and 66% in management of the Institute's publishing house, library and administration departments.

Since 2010, the General Director of the Institute has been male (the same person). From 1992-2010, the Director of the Institute was female (the same person).

In the last ten years, there were 3 women and 2 men as Deputy General Directors (respectively – 60% and 40%).

Currently, two women and one male are members of the Board of the IBL PAN Scientific Council (67% and 33%).

e) gender structure of salaries at the Institute:

In general, men earn a little more at IBL PAN (6,7% more), but this can be explained by other factors than systemic inequality. The largest contribution to this disproportion is relatively high earnings of male IT specialists in the categories of documentation workers and computer engineers (in this category the difference amounts to 16,25%). In other categories, salaries are practically equal or with a difference up to 5% – sometimes favoring men, other times women.

f) scholarly activity and mobility of employees by gender:

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In areas such as grant applications, international mobility and publications in academic journals, women's and men's activity in the Institute is comparable, relatively in accordance with women's proportion in the Institute's employment structure. At times, there are even higher levels of activity for women : in 2020, 18 out of 28 grant applications (64%) affiliated at IBL PAN were submitted by women (from doctoral students to professors), with women's proportion among researchers falling below 60%. From January – September 2021, 10 out of 14 submitted applications (71%) were submitted by women.

g) presence of equality and gender subjects in the Institute's research and teaching:

From 2011-2021, at least 15% of IBL PAN projects were related to studies on areas such as gender, feminism, sexuality or history of women's literature (the search criterion were keywords related to these topics in the project's description). In 2020, at least 14% of publications (according to the same criterion) were about these or similar topics. During the academic year 2020/21, the Institute's employees tutored doctoral students with a methodological seminar (as part of the inter-institute doctoral school Anthropos) on gender-related issues (women's archives and autobiographical writing).

Furthermore, results of qualitative research showed that the Institute provides forms of work which help to balance it with family and private life (flexible schedule, remote work). Employees can also, without hindrances, take recreation, family and sick leave or leave on request whenever needed.

Quality of recruitment procedures for employment, doctoral studies and decision-making posts in the Institute, according to requirements for institutions awarded with the „HR Excellence in Research” logo, complies with requirements of encouraging the defavoured gender to participate and of its appropriate representation in recruitment/competition panels.

So far appropriate, separate procedures in case of a need to report cases of discrimination, mobbing or sexual harassment were not developed by the Disciplinary Panel or other units of the Institute (HR, Management). There was only a handful of such cases in the past and all were reported informally and withdrawn by the reporting person before they were formally recognised by the Panel or management.





In general, employees declared high or very high levels of satisfaction with work and opportunities for professional development at the Institute, as well as possibilities of balancing it with their family and private life. Employees declared low levels of stress due to workplace competition, discrimination, mobbing or harassment. On the other hand, employees stated there was a relatively high burdening with professional duties, particularly the „never-ending work time” syndrome, characteristic for research work in general.

### **Conclusions: the most important GEP areas and goals for IBL PAN**

Analysis of data on the employment structure at IBL PAN with segregation by gender shows that – given the EU-recommended aiming at presence of defavoured gender at a level of 40% – situation at IBL PAN, due to both feminization of humanities and the institution's internal culture – is close to the desired level. However, this does show that men are the underrepresented gender due to low prestige of humanities as an under-financed area of research and, therefore, contrary to the male career model. In the recent years, statistical data indicates a slight increase in the level of men's employment at research posts in the Institute, which is a good trend to see in a traditionally feminized area of research, provided that women's promotion path and their access to leadership positions corresponds to their percentage in overall employment structure. On the other hand, an increase in the percentage of women employed in documentation or administration is visible, which indicates increasing feminization of these relatively poorly paid positions and is a phenomenon which is worth reversing as far as possible. However, the Institute has limited possibilities of increasing wages in these posts due to systemic conditions – relatively low budget spending on academic work in Poland (the „2.0” reform in general further deteriorated the financial situation of institutes within the Polish Academy of Sciences that was also mirrored in their employment structure).

Regarding the path of promotion in research, the tendency of women's scholarly potential to dissipate is a trend seen in social sciences more generally and at IBL PAN specifically: on the way from assistant professor to full professorship<sup>1</sup>, women more often give up their research work, remain longer at lower positions, or retire without having achieved the rank of full professor. In 2016, the disproportion between female assistant professors and full professors at IBL PAN was 25,28%, and in 2021 – 22,83%. A good idea is

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1. We don't include the number of female assistants in this case, because for systemic reasons the Institute currently cannot afford employing them and there are no open competitions for these posts.



therefore to look after women's faster scholarly progress by introducing appropriate policies (a number of professors roughly equivalent to the number of assistant professors is considered desirable).

With respect to gender structure of doctoral studies, the situation described above shows a situation of the past due to a recent change in the form of their functioning at IBL PAN. The formula of old doctoral studies expires in the academic year 2021/22; of doctoral studies in digital humanities – in the academic year 2022/23; new doctoral students (one or two new people each year) recruited since the 2019/20 academic year study in the Anthropos Doctoral School of United Institutes of the Polish Academy of Sciences, which is largely responsible for its own study environment and educational opportunities. Our Institute can only influence the School's policy indirectly, by reminding it of its obligations in the area of gender equality and non-discrimination, and by suggesting lecturers who are well-prepared to lead courses which respect the principle of gender equality and are related to the subject of equality.

The situation in terms of women's representation in leadership positions can be considered good, as most of these posts are occupied by women. Still, it is not a percentage equal to their employment in general and on research posts (8,42% difference to women's disadvantage, and on leadership positions in research teams and the management – 3,54% to their disadvantage). Women are traditionally in the majority among leaders of auxiliary departments.

Despite a slower development of their scholarly careers, it's visible in the number of research applications, started research projects, international mobility and number of publications, that women are very active scholars at the Institute despite typically and traditionally being more burdened by domestic and family chores. Women are also more willing to accept – or rather, in reality, are more often burdened by such projects – less prestigious, but highly time-consuming organizational functions at the interface of research and administration: coordinators of projects aimed at popularising a particular area of knowledge, secretaries of projects, editorial staffs or panels at the Institute. Because of that, conditions should be created in which women's engagement in such projects will be better recognised and they will be encouraged to, for example, apply for management of large European projects (out of six such projects currently underway at the Institute, only one is managed by a woman), and men will be more often involved in organizational work.

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It should be noted, however, that many unsatisfactory HR and wage solutions at the institute are a result of its dependence of top-down national policy of financing research in which too little means are assigned to financing science in general, and humanities in particular, which suspends recruitment and slows down development of researchers (particularly of the younger generation), HR shortages in administration (which results in multiple problems such as excessive workload placed on some people, compensating this problem by burdening researchers, particularly the younger ones, with organizational and administrative tasks, and feminization of administrative work). It should be emphasised that despite these obstacles, the Institute tries to implement the policy of gender equality both on the level of research and in professional practice or working conditions offered. Some issues require improvements, but in general, the gender equality situation at our Institute is already quite good, so there's no need to prepare a very complex action plan.

Aspects of gender equality which already function well at the Institute, but require – as a preventive measure – monitoring and raising awareness of employees and doctoral students, as well as some refinement of existing procedures, are: general employment structure; women's representation in leadership positions; women's scholarly activity; possibility of harmoniously balancing professional and private life; presence of gender, equality and non-discrimination problems in research and teaching at the Institute; general observance of principles of equality and non-discrimination.

Areas which require development of new procedures and/or significant improvement are, in turn: development of women's scholarly careers; system of assigning organizational tasks to women and men; system of recognising women's professional activity, which currently still doesn't result in faster development of their careers; more prestige and higher earnings; lack of formal anti-mobbing, anti-harassment and anti-discrimination procedures at the Institute.

Because of this, we recommend accepting the Gender Equality Plan outlined below, with division by goals and tasks, and indication of target groups, responsible instances and deadlines.

We suggest a formal evaluation of results of the Plan's introduction in the first half of 2024 in order to make potential improvements where needed, and preparing another audit in late 2025 that will be used to further evaluate results of introducing currently implemented solutions, and to prepare a second Plan for the next period.



**Gender Equality Plan for the Institute of Literary Research of the Polish Academy of Sciences: goals, activities, indices**

**1. Prevention of possible harmful phenomena and tendencies in the area of gender equality and equality in general through raising employees' and doctoral students' awareness of negative phenomena and possible corrective good practices, and monitoring situation at IBL**

<b>Goal</b>	<b>Target groups</b>	<b>Activities</b>	<b>Indices</b>	<b>Responsibility</b>
1. Raising employees' awareness and qualifications in the area of gender equality and respecting equality in general in workplace and learning.	- researchers; - employees of auxiliary departments; - doctoral students.	1. Training in following areas: - ERA and EIGE guidelines about purposefulness of introducing GEP in research institutions and requirements for these institutions; - most commonly diagnosed undesirable phenomena in the area of gender equality in higher education and science, and good practices developed in various institutions to alleviate these problems; - gender equality-related trouble spots, particularly when their treatment depends on awareness of employees of particular departments and units of the Institute; - existence or introduction of new procedures and practices in this area at the Institute.	Trainings organised in 2022 (at least one for each group): - for all employees of the Institute; - separately for employees of HR and research maintenance departments, and employees at leadership positions; - for all doctoral students.  Annual trainings in 2022-2025 (at least one for each group): - all new employees; - new doctoral students; - new HR employees; - new leaders of the Institute's departments, study groups, teams.	Coordinator for implementing GEP at IBL PAN will be responsible for organising trainings.
		2. Information about existing and introduced procedures ensuring respect for gender equality available through website bookmarks for all employees and doctoral students at the Institute.	Every new procedure announced at an appropriate place on IBL PAN website.	- employees of HR and Research Maintenance Department; - Chairperson of Disciplinary Panel; - the Institute's Management.
2. Prevention of undesired phenomena in the area of gender equality and equality in	- all employees of the Institute; - doctoral students.	Monitoring statistics in the following areas: - employment structure; - progress of scholarly career; - leadership functions and organizational work; - salaries;	In January each year a report detailing these indices for the past year will be prepared.  In early 2022: GEAM (Gender Audit and	- Coordinator for implementing GEP at IBL PAN in agreement with:



general.		<ul style="list-style-type: none"> <li>- research activity;</li> <li>- introduction of gender topics in research;</li> <li>- reported cases of transgression against the rules, including mobbing or harassment;</li> <li>- levels of employees' satisfaction from work and development at IBL PAN.</li> </ul>	Monitoring Tool) survey, developed and shared as part of the European program Horizon 2020 Act on Gender, second survey two years later. Potential improvement of current GEP for IBL PAN will be based on results of this survey.	<ul style="list-style-type: none"> <li>- HR Department;</li> <li>- Research Maintenance Department;</li> <li>- manager and secretary of doctoral studies;</li> <li>- IBL PAN Disciplinary Panel;</li> <li>- the Institute's Management.</li> </ul>
3. Raising awareness of people responsible for gender equality and anti-discrimination policies at the Institute with regard to legal situation in Poland and EU, good practice codes developed in other institutions etc.	Coordinator for implementing GEP at IBL PAN, the Institute's Management, managers of departments and teams.	Signing by IBL PAN and participation in activities of the inter-institutional network Memorandum of Understanding for Continuation of Community of Practice for Gender Equality in Central and Eastern Europe – created for monitoring legal environment and situation in different institutions and sharing good practices in the area of gender equality and non-discrimination.	Document signed by IBL PAN until March 2022. Presence of GEP Coordinator during (selected) meetings and trainings of the group. Communicating suggestions for solutions and initiatives, which can improve situation at the Institute, to decision-makers and the Institute's community.	<ul style="list-style-type: none"> <li>- Coordinator for implementing GEP at IBL PAN;</li> <li>- the Institute's Management.</li> </ul>

## 2. Preventing gender discrimination in the workplace and prevention of mobbing and sexual harassment through improvement of existing and introduction of missing procedures in different areas of the Institute's functioning

Goal	Target groups	Activities	Indices	Responsibility
Levelling of women's and men's salaries for the same work.	- all employees of the Institute.	Analysis of existing procedures for calculating salary with regard to possible gaps and discretion/arbitrariness in defining an employee's salary and limiting these gaps as far as possible – particularly the gap between earnings of women and men on the same posts.	- Updated IBL PAN salary regulations should be available at the HR Department and accessible to all Institute's employees since the second half of 2022.	<ul style="list-style-type: none"> <li>- HR Department;</li> <li>- the Institute's Management;</li> <li>- in cooperation with the Institute's Counsellor</li> </ul>
Facilitation of balancing work with	- all employees of the Institute;	Analysis of existing procedures of awarding parental leave or leave on request, availability of flexible	- Updated IBL PAN working regulations should be available at	<ul style="list-style-type: none"> <li>- HR Department;</li> <li>- managers of</li> </ul>

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private life, family life and custodial duties for employees and doctoral students.	- doctoral students.	or remote work, applications for temporary interruption of studies or justifying absence during courses for doctoral students – specification of rules with regard to their transparency and fairness. Entering (optionally) information about an employee's custodial duties to their evaluation questionnaire.	the HR Department and accessible to all Institute's employees. - Updated regulations of doctoral studies regarding students made available by asking managers of doctoral studies and on IBL website until the end of 2022. - Update of regulations for periodic evaluation of employees and its availability at the HR Department and on the Institute's website until the end of 2022.	different kinds of doctoral studies. - the Institute's Management; - panel for periodic evaluation of employees; - in cooperation with the Institute's Counsellor.
Preventing discrimination, mobbing and sexual harassment at the Institute.	- all employees of the Institute; - doctoral students.	Development of regulations for reporting and inspection of cases of discrimination due to different factors, mobbing, sexual harassment.	Three separate documents approved with a disposition from the Institute's Management until the end of 2022.	-Disciplinary Panel; - HR department; - the Institute's Management; - the Institute's Counsellor; - in agreement with coordinator and team for implementing GEP.

### 3. Preventing the phenomenon of dissipation of women's talents and slowing down of women's scholarly careers

Goal	Target groups	Activities	Indices	Responsibility
Ensuring that women's additional custodial and/or administrative duties have no detrimental influence on their evaluation as employees and opportunities for scholarly	- women researchers at the Institute.	- Entering information about custodial and administrative duties to the employee evaluation questionnaire. - Ensuring that after return from maternal/custodial leave women researchers can concentrate on research (relieving them from other duties).	- Update of regulations for employment and for employee evaluation – taking these issues into consideration as an example of good practices at the Institute. - Women researchers should be informed of alleviations available to them; the alleviation should be taken into consideration when	- the Institute's Management; - HR Department; - panel for periodic evaluation of employees; - in cooperation with the Institute's Counsellor.

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development.			(not) assigning additional tasks to them and during employee evaluation.	
Ensuring that women have enough time for scholarly development.	- women researchers at the Institute.	Ensuring that women aren't more burdened with organizational and administrative tasks at the Institute than men through trainings aimed at explaining negative consequences of this phenomenon to research management (managers of study groups, projects, publishing, panels, the Institute's Management); monitoring of similar functions at the Institute and possibly delegating them to men.	- Register of similar posts – until the end of 2023 approximately one half of functions such as secretary, coordinator etc. should be assigned to men.	- The register will be prepared by the HR Department in agreement with the Research Maintenance Department. - Statistics will be monitored by the coordinator for implementing GEP.

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