

Otto-Friedrich-Universität Bamberg



# Equal Opportunity Policy of the University of Bamberg

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Adopted in the tenth session of the Senate XXIII of  
the University of Bamberg on 17. July 2019

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*Please note that the entire Equal Opportunity Policy has not yet been translated. This document only contains the translated English version of sections A and B of the Equal Opportunity Policy. Furthermore, translations of these materials into languages other than German are intended solely as a convenience to the non-German-reading public. Any discrepancies or differences that may arise in translations of the official German versions of these materials are not binding and have no legal effect for compliance or enforcement purposes.*

## A. General Information

### 1. Grounds, Preamble

Gender equality is anchored in Art. 3(2) of the Basic Law for the Federal Republic of Germany. According to this statute, it is the responsibility of the state to foster “the actual implementation of equal rights for women and men” and to “take steps to eliminate disadvantages that now exist.” The Bavarian Higher Education Act (hereafter BayHSchG) assigns comparable obligations to universities with regard to academic staff. Art. 4(1)(1) of BayHSchG states that in performing their duties, universities are to foster the effective implementation of equality between women and men and take this into account as a guiding principle; they are to strive to eliminate existing disadvantages. With regard to the academic support division, the following are the obligations of the Bavarian Equal Opportunities Act (BayGIG): As stated in Art. 2(1)(1) of BayGIG, the achievement of equality between women and men in the public sector in Bavaria is to be pursuant to this Act while acknowledging a precedence of suitability, competence and professional achievement (Art. 94(2) of the Constitution).

At the University of Bamberg, these legal requirements are already being implemented in a variety of ways. In its mission statement, the university has set the goal of “offer[ing] all its members equal opportunities.” Various task forces and representatives have been deployed to support the university management in its goal of implementing equality. Measures promoting equality have been taken in administrative committees and in business processes. Nevertheless, gender equality work is understood as an ongoing process that affects many facets of the university and one which, moving forward, will be forced to continuously face new challenges.

The issue of diversity has undergone a significant reevaluation over the last few decades. The advancement of diversity, for example in cultural and religious terms; with regard to sexual identity and self-determination; the integration of people who have directly experienced migration; and the inclusion of people with disabilities is expected of all institutions in society. Corresponding measures have already been implemented at the university within these individual subsections. With regard to equal opportunities for people with transsexual, intersexual, or non-binary gender identity, measures to raise awareness and inform the members of the university will take priority. Any recent developments in the law will be tracked and translated into concrete action within the university. The university’s medium- to long-term goal is to develop a more comprehensive approach to diversity and the encouragement of such, one which goes beyond the primary focus on an equal opportunity policy.

For the first time at the University of Bamberg, a joint equal opportunity policy has been created for both the academic staff as well as the academic support division. This approach takes into account that the legislators have set different rules for academic staff in BayHSchG than those for the academic support division found in BayGIG.

### 2. Scope and Duration

The policy applies to all members of the University of Bamberg according to Art. 17 (1) of BayHSchG in conjunction with §65-67 of the constitution of the University of Bamberg as amended, as well as in accordance with Art. 3(1) of BayGIG. Members of the University of Bamberg include, in particular, those who work full-time and not temporarily or as guests, those who work part-time in academic or artistic capacities, other civil servants employed at the university,

employees, and students. Members of the University of Bamberg also include professors emeriti or those relieved of duty, as well as persons who have been granted the title of honorary senator, an honorary citizen, or an honorary member of the university. Members are also doctoral candidates who are registered at the Trimberg Research Academy (TRAc), as well as persons with a partner membership.

According to BayGIG, the Equal Opportunity Policy is to be drawn up every five years. The current policy went into effect in 2019.

### **3. Principal Goals**

At the present time, there is an ongoing need to implement and nurture equality between women and men. The aim of this policy is therefore to create a framework for structural change. For this purpose, in addition to the specific goals and measures to be implemented during the period of validity of the policy, overarching, long-term goals shall be defined.

A culture of awareness, including considerate interactions with one another, is to be encouraged in all sectors of the university. Principles and measures that serve to create and maintain tolerant and respectful interactions have already been established in the university's Guidelines for the Prevention of Harassment, Discrimination, Bullying and Stalking – Respecting Boundaries, from 20 September 2017. The guidelines supplement the measures named in the Equal Opportunity Policy.

The study and working conditions at the university are to be designed in such a way that they offer its members equal opportunities to study and work, regardless of gender. The compatibility between family responsibilities and studies or employment for women and men is an essential prerequisite. This goal has been implemented by the university, namely as part of an already successful and ongoing "Family-friendly University Audit" that began in 2005. Another goal is to work towards equal participation of women and men in committees (see also Art. 4(4) of BayHSchG).

In both the academic and academic support divisions, the university strives for equal opportunities for all genders and a significant increase in the proportion of women at all qualification and employment levels where they are underrepresented. Equal participation of women and men in the labor force translates to the optimal use of talent and performance potential and is therefore also in the interest of both public service and the whole of society. In order to remedy existing gender equality deficits, the responsibility falls not only to members of university and faculty committees, but also in particular to those involved in decision-making processes about recruitment or funding. This policy is therefore aimed at the university management and the various faculties as well as the individual university lecturers and all employees with responsibilities to personnel.

## **B. State of University-wide Equality**

### **1. Current Analysis**

#### **1.1 Institutional Anchoring of Gender Equality Work**

Equal opportunity–related offers and measures are processed at the university by various institutions, projects, and task forces that are linked within different networks. Ultimately, the responsibility for implementing equal opportunity measures rests with the university management. The managerial body is supported for this purpose by the institutions listed here.

### *1.1.1 Equal Opportunity Officer*

The university's delegated Equal Opportunity Officer is responsible for matters relevant to equality within the academic support division. The university has appointed a representative to support the Equal Opportunity Officer. The details are regulated in the Bavarian Equal Opportunities Act (BayGlG). In accordance with Art. 17 (1)(1) of BayGlG, the Equal Opportunity Officer shall advance and monitor the implementation of the Bavarian Equal Opportunities Act and the Equal Opportunity Policy and facilitate its application.

The Equal Opportunity Officer is involved in all matters that may be of fundamental importance for equality between women and men, the compatibility of family and work, and ensuring equal opportunities. They are informed about job postings and can take part in interviews. The Equal Opportunity Officer offers advice and support on gender equality issues, and all employees may confer with them directly. The Equal Opportunity Officer and their deputy are obliged to maintain confidentiality with regard to personal data and other confidential matters, as per Art. 18(4)(1) of the BayGlG.

The Equal Opportunity Officer works confidentially with the elected personnel representatives and the heads of departments and takes part in regular meetings of the Staff Council with the Head of Administration, Human Resources, and Finance. They have the right to confer directly with the Head of Administration, Human Resources, and Finance. The Equal Opportunity Officer is to be involved in organizational and structural issues relating to operations and shall be informed at an early stage when general principles for awarding performance bonuses and merit bonuses are drafted for the academic support division.

The Equal Opportunity Officer is to perform their duties in compliance with Art. 16 (6)(1) of BayGlG. The Equal Opportunity Officer has their own office and resources for the implementation of equality-promoting measures.

### *1.1.2 Women's Representatives and Women's Office*

According to Art. 4(1) of BayHSchG, the Women's Representatives at the university and, consequently, also within the various faculties, are to ensure that there are no disadvantages for women scholars, instructors, and students. They support the university in its goal of promoting the implementation of equality between women and men and working towards eliminating existing disadvantages. Within the framework of the statutory objectives, the Women's Representatives are responsible for the tasks specified in the constitution. These tasks include, in particular, receipt of suggestions and complaints; the drafting of plans toward the advancement of women as well as working towards the implementation thereof; the preparation of reports on the current state of women scholars, instructors, and students at the university; and the handling of educational and public relations inside and outside the university. The university's Women's Representatives are to report annually to the Senate on their activities. They are also to report in the meetings of the university's Extended Board of Management and the University Council.

The university shall provide the Women's Representatives with adequate funds—at least as much as the budget allocated by the ministry—for the effective fulfilment of their tasks.

The university's Women's Representatives and their deputy will be relieved of their teaching duties by at least twenty-five percent (25%), taking into account the scope of their duties, and are entitled to receive, upon request, as an alternative to a teaching load reduction, a corresponding financial compensation within the scope of the allocation of funds. The teaching load that is lost at the respective institution shall be offset by funds for part-time teaching contracts. The university's Women's Representatives in fixed-term employment contracts shall have the option of continued employment in accordance with the extent of the leave.

The Women's Representatives from the various faculties are also to be relieved of other official duties to an appropriate extent, either through a reduction in their teaching load, through continued employment in accordance with the extent of the leave, or through financial compensation within the framework of the allocation of funds.

The elected office of the Women's Representatives, who are generally elected for a two-year term, shall be supported by a Women's Office that ensures the continuity of the work. In order to ensure such continuity, the Women's Office is to be equipped with a part-time position with the salary group TV-L 13.

FeRNet, the Female Researcher Network mentoring programme, shall also be located in the Women's Office. It supports women in research during the qualification phase in the form of tandem mentoring, which is accompanied by a workshop programme

### ***1.1.3 Women's Affairs Advisory Board***

The members of the advisory board on issues pertaining to women (*Frauenbeirat*), all of whom are entitled to a vote, include the university's Women's Representatives and their deputy, the Women's Representatives of the Faculties, and two Student Representatives. Permanent guests include the Equal Opportunity Officer and the Head of the Family Services Office. The committee usually meets three times per semester. Committee meetings are used by the Women's Representatives as a place for exchange and the conception of new measures for the advancement of women. The Women's Affairs Advisory Board shall propose to the Senate candidates for election to the office of the university's Women's Representative and Deputy Women's Representative of the university.

### ***1.1.4 "Family-friendly University" Project Group and Family Services Office***

In an effort to improve the compatibility of family and studies or family and work (work-life balance), the project group "Family-friendly University" (FGH) was created in 2005. It is composed of representatives of all areas of the university and ensures the implementation of family-friendly measures throughout the university. As stipulated in the FGH, a "Family-friendly University Audit" shall be carried out, an effort which has its origins in an initiative led by the non-profit Hertie Foundation and is implemented by the independent limited company *berufundfamilie Service GmbH*. The university successfully passed the 2005/2006 audit and has since been certified as a family-friendly university. In 2004, the Family Services Office (ESB) was established as the central contact point. This office consists of the Head of the Academic Registrar's Office and two additional employees (both part-time), all of whom are to provide comprehensive advice to and information for all university members with family responsibilities. The ESB is likewise responsible for the implementation of the newest measures from a revision to the law protecting mothers who are either working, training, or studying (*Mutterschutzgesetz*, MuSchG) that took effect on 23 May 2017.

### ***1.1.5 Equal Opportunity Policy Task Force***

The task force under which the present Equal Opportunity Policy was developed consists of the following members: the Head of Administration, Human Resources and Finance, the Equal Opportunity Officer, the Women's Representative, the Head of the Personnel Department, an employee from Legal Affairs, as well as the following Senate members: two professors, the personnel representative of the academic support division, two representatives from the non-professorial academic staff, and two student representatives. Other persons may be invited or called upon to assist. The task force is run by the Equal Opportunity Officer and the university's Women's Representative. The composition of the task force is based on a resolution made at the Senate meeting XXIII on 20 December 2017 and is valid for the term of said Senate. The Women's Representative and the Equal Opportunity Officer monitor the implementation of the measures defined in the Equal Opportunity Policy. The Student Representatives in the Women's Affairs Advisory Board work together with the Women's Representative on the implementation of the measures specified for students. All three report to the Senate in an annual report on the status of the objectives established in the policy and to what degree they have been attained.

### **1.2 Equal Opportunity Policy**

The core document for the strategic planning and advancement of equality at the university is the Equal Opportunity Policy. The present policy provides, for the first time, a comprehensive policy for both the academic and academic support division. It contains a description of the current university-wide situation and defines objectives and concrete measures to promote equality during the period of validity. The policy was drafted by a Senate task force led by the Women's Representatives and Equal Opportunity Officer and decided on by the Senate pursuant to Art. 25(3)(2) and in conjunction with Art. 4 of BayHSchG.

### **1.3 Anti-discrimination**

Discrimination, harassment, stalking, and bullying often entail a gender dimension and still represent major hurdles on the path to gender equality. The university's Guidelines for the Prevention of Harassment, Discrimination, Bullying, and Stalking – Respecting Boundaries provides the basis on which the University of Bamberg seeks to address these phenomena. The guidelines have applied to all university members since 2017. Harassment, discrimination, stalking, and bullying are prohibited under this policy. The guidelines are to serve as an effective means of protecting victims and, above all, as preventive measures.

### **1.4 Communication**

The University of Bamberg attaches great importance to gender-inclusive communication. Both written and spoken language should be formulated in a manner that allows both women and men to feel addressed in the same way. Recommendations on how this can be achieved were drawn up by the responsible department: the Communication & Alumni Division (Z/KOM). These recommendations affect both internal and external communication.

In the pamphlet titled "Tipps zum geschlechtergerechten Formulieren" published in 2012, various options for gender-inclusive language are listed. A "gender check" can be used to check one's own sensitivity.

In order to foster respectful and appropriate behaviour in electronic communication,



recommendations for official business communication at the University of Bamberg were published in 2016 in the brochure titled “Netiquette.” The purpose of this document is to provide recommendations and tips for business communication in the academic support division. It contains various standards for uniform email communication and for communication by telephone.

## 1.5 Public Relations

### 1.5.1 Web Presence and Social Media

A considerable part of gender equality work is of the informational nature (i.e., providing sound information to the public). The University of Bamberg provides a list of all the relevant parties involved in equal opportunity work on its website under “Characteristics and Culture” (*Charakteristika und Kultur*) under the heading “Diversity” and links to the respective pages. Mention of the Equal Opportunity Policy should also be made here. The Women’s Office and the Family Services Office also maintain pages on Facebook, in particular to keep students informed.

### 1.5.2 Events

Events such as film screenings, readings, discussions, or lectures, for example those held within the framework of the gender research forum, offer the unique opportunity to present the topic of equality to a wide audience. This type of public relations primarily encourages a dialogue on the topic and is therefore a second but no less essential pillar of public relations. Formats for discussion such as “Girls and Technology” (MuT) is to be designed to pique girls’ interest in technical professions and thus raise awareness about the issue of equality from primary school onwards.

In addition to regular events, other individual events will be offered on topics relevant to gender equality. Through cooperation with parties such as the City of Bamberg or the Network of Bamberg’s Women’s Representatives and Equal Opportunity Officers, events can be publicised beyond the university context.

## 1.6 Family-friendly Programmes and Supportive Measures

### 1.6.1 Childcare

Various facilities are available at the university for childcare. The nursery *Krabbelmonster e.V.* offers childcare spaces for students’ children. It was conceived in 1991 by a parents’ initiative made up of studying parents and is supported financially and administratively by the *Studentenwerk Würzburg* (Würzburg Student Union). Children from the ages of one to three years are accepted. There are currently 24 nursery spaces available, which are divided into two groups.

At the day-care centre *KinderVilla an der Universität* (KiVi), care is provided for children of both students and university staff. The KiVi was opened in 2012 in cooperation with the social service agency *Diakonisches Werk Bamberg-Forchheim e.V.* It consists of a nursery group (12 spaces) and a kindergarten group (25 spaces), in which care is provided for children between the ages of six months and six years old (or until they start school). The University of Bamberg has contingent spaces available for both groups at the facility.

In January 2018, the day-care centre *Kinderinsel Erba.mбини* began operations on the ERBA-Insel. There are ten childcare spaces available for children aged six months to three years—eight spaces

for children of university employees and two spaces for children of studying parents. The social services agency *Diakonisches Werk Bamberg-Forchheim e.V.* is the responsible body for this day-care centre.

Additional concrete measures to support parents and children are initiated and carried out by the university's Family Services Office. In addition to its own offerings, there is a vast network with other regional projects. These include the babysitting pool at the university, regular parent-child meetings, the *Oma/Opa-Freundschaftsprojekt* (Grandma/Grandpa Friendship Project), and *Leihgroßeltern im Landkreis Bamberg* (grandparents for "loan" in the county of Bamberg). For further information, please visit <https://www.uni-bamberg.de/fgh/angebote-fuer-kinder/kinderbetreuung/>.

### **1.6.2 Caring for Relatives**

As part of the Family-friendly University (FGH) offerings, measures are being developed to support university members who care for relatives. Support for this purpose primarily includes a range of information and advisory services. Handouts have been created detailing both legal rights and practical implementation at the university, for example in terms of administrative leave. An overview of additional offerings is bundled and made available on the FGH website. In order to meet the growing demand in terms of quality, two employees of the Family Services Office have been trained to become caregivers.

With regard to work organization and working-hour models, further flexibility measures are regularly examined in cooperation with the Personnel Department and the Staff Council, and specific solutions are developed to support people with family responsibilities.

### **1.6.3 Contact Retention Programme**

To make it easier for employees who are absent from work for a longer period of time due to family -related duties, two contact retention programmes have been developed, also within the framework of the Family-friendly University initiative. The programmes offer support in the case-specific organization of a vocational leave and in the planning of a subsequent re-entry. One guide deals with the phase of parental leave and the return to work; another guide is geared toward the leave of absence and return to work in connection with caring for relatives.

### **1.6.4 University Health Management**

An additional support system for the members of the university is provided by the university's Health Management Executive Administrative Unit (*Universitäres Gesundheitsmanagement*). The university is interested in broadening its employees' perspectives on strengthening and maintaining their health. The administrative unit is tasked with, in cooperation with other departments at the university, improving the framework conditions for "healthy working" and to focus the attention of employees on their individual health, as well as to provide ideas for a healthy lifestyle.

### **1.6.5 Psychosocial Counselling for Employees**

In 2019, a psychosocial counselling centre was set up at the university, to which all employees can turn to receive help and advice in the event of crises, problems, or particular stresses that arise in the work environment or negatively impact such. The aim of the consultation is to develop strategies for dealing with the existing problem and, if necessary, to find suitable contact points for further support.

## 1.7 Networks

### *1.7.1 Federal and State Conference of University Women's Representatives and Equal Opportunity Officers (Landeskonzferenz und Bundeskonferenz der Frauen- und Gleichstellungsbeauftragten an Hochschulen)*

The State Conference for Women's Representatives and Equal Opportunity Officers at Bavarian Universities (LaKoF) represents the interests of the women's and gender equality officers at Bavarian universities vis-à-vis the State Ministry for Science and the Arts (StMWK), the public, and other university policy parties. The meeting takes place once a semester. The National Conference of Women's Representatives (BuKoF) acts accordingly, but at the national level.

### *1.7.2 Network of Bamberg's Women's Representatives and Equal Opportunity Officers*

The women's and equal opportunity officers from public institutions in and around Bamberg are represented in the Network of Bamberg's Women's Representatives and Equal Opportunity Officers. The network has been in existence since 2002 and is firmly established. Regular meetings serve to facilitate the exchange of experiences and to plan joint actions. Internal training courses are also implemented as part of the network. Depending on the topic and format, joint events are aimed either at the employees of the participating institutions or at the general public.

### *1.7.4 "Family in the University" Association*

Founded in 2007 as a Best Practice Club, the steadily growing network was converted into an association in 2018.<sup>1</sup> By having signed the "Family in the University" charter, all member universities have undertaken to advance a family-oriented approach at their respective institutions and in their peripheries, as well as at research institutions in order to create the highest possible standards. The association also offers its members the opportunity to exchange experiences and gives suggestions for the implementation of family - friendly measures. Membership in the association is bound to the active participation in events of the association.

### *1.7.5 Forum Mentoring e.V.*

This network brings together academic mentoring programmes throughout Germany that serve the advancement of women. The "Female Research Network" FeRNet, the Women's Representative mentoring programme here at the university, creates opportunities for ongoing development through regular exchange of ideas and advanced training courses offered by the association. Most recently, a regional group for mentoring programmes was established in Bavaria. This group's programmes are now made available through our supporting programme.

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<sup>1</sup> <https://www.uni-bamberg.de/fgh/news-fgh/artikel/vereinsgruendung-netzwerk-familie-in-der-hochschule/>

### *1.7.6 GenderConsulting Network in Research Associations*

The University of Bamberg aims to use the skills of its gender equality representatives for third - party funding applications and therefore increasingly relies on gender consulting services from

the Women's Office. Since this is still a nascent undertaking by the Women's Representatives, best practice measures and necessary further training are to be utilised through the GenderConsulting network. The network *GenderConsulting in Forschungsverbänden* (Gender Consulting in Research Associations) is an association made up of equal opportunity officers who are involved in gender consulting and in the development and implementation of equality measures for research associations at universities.

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#### **1.7.9 Dual Career Network of Northern Bavaria**

The University of Bamberg is a member of this network (*Dual Career Netzwerk Nordbayern*), which consists of 15 research institutions in northern Bavaria. The aim of the network is to attract and retain top talent in academia. Scholars who are thinking of relocating to northern Bavaria are offered assistance finding a suitable position for their partner.

## **2. Objectives and Measures**

### **2.1 Pledge to Secure Existing Structures, Standards, and Procedures**

The most recent analysis has shown that with regard to measures for the advancement of equal opportunity, good structures, standards, and processes are already in place in various sectors.

What has been achieved so far is to be maintained, transferred to permanent structures, and continuously expanded. Processes promoting equal opportunity should be consolidated and documented in order to ensure traceability, transparency, continuity, and equal treatment in the processing of tasks and inquiries. This applies, for example, to the organization of events; informational offerings; communication structures; guidelines for case-by-case basis consultations; as well as to the participation and decision-making power of those involved in equal opportunity work.

Improvements to the equal opportunity situation are often related to family-friendly structures at work and at university. Special attention is therefore given to the activity programme from the

“Family-friendly University Audit” on 31 May 2018. The implementation of the activity programme in cooperation with the “Family -friendly University” project group should also be explicitly supported by the objectives and measures named in the Equal Opportunity Policy.

### Measurements

- Ensuring the efficacy of operations through well-defined processes, guidelines, or handouts: In order to ensure high standards in equality work in the above-mentioned areas, processes are to be established and written down by the persons involved in the task (if not already done) and made available in the university’s “*Prozessportal*”.<sup>2</sup> The transcription of these defined processes works to ensure an efficient and uniform processing of gender-sensitive requests and measures.
- Creating or safeguarding permanent structures and institutes: for example, improving the staffing of service institutions such as the project group Family-friendly University or the Family Services Office and the Women’s Office. Given the ever-growing number of students and staff, the number of university members with family responsibilities is also likely to increase. Both in terms of the scope and quality of the work to be performed, the requirements placed on the Family Services Office are constantly increasing. For this reason, the aim is to equip the Family Services Office with a permanent half-post, analogous to the existing service facilities.
- The Women’s Office works to ensure the continuity of the work of the Women’s Representative. In order to achieve continuity with regard to the advancement of women in research, one aim is to procure the permanent availability of a half-post. This post would also take into account the fact that mentoring relationships and their related tasks are often long-term.

### 2.2 Communication und Public Relations

The university is careful to maintain a critical approach to traditional gender stereotypes. Clichés are not to be reproduced: instead, varied realities of life are to be represented, especially in the context of external communication and communication containing images. In order to further encourage and establish the gender-neutral language at the University of Bamberg, both in external and internal communication, a uniform message should be formulated by the university management and communicated to all employees. Recommendations for gender-sensitive language use, among other things, is available in the flyer *Tipps zum geschlechtergerechten Formulieren* (Tips for Gender-neutral Formulation). Specific objectives are formulated for the academic support division and academic sectors respectively (see points C and D in the full German version of this policy).

The communication guides and informational pamphlets offered by those institutions and persons dealing with equal opportunity matters are to be better coordinated in order to enable those seeking advice to more quickly orientate themselves. The communication guides should make it clearer that both women and men are to be addressed on an equal basis.

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<sup>2</sup> <https://prozessportal.zuv.uni-bamberg.de/p/portal>

The visibility of the counselling services is to be improved.

### Measures

In order to further establish gender-equitable language at the University of Bamberg, persons in leadership positions should be asked by the university management to review their language in both print and electronic communication, offline and online, and—if necessary—to reformulate these in a gender-appropriate manner. For this purpose, specific resources are to be created and the flyer titled *Tipps zum geschlechtergerechten Formulieren* (Tips for Gender-neutral Formulation) is to be revised.

The visibility of the specific counselling services and contact persons as well as the visibility of the family -friendly, diversity-friendly culture of the university is to be improved through the following measures:

- Presentation of resources in a more target group-oriented way which, for example, enables men and fathers to feel more explicitly addressed.
- The planned action programme created by the Family-friendly University Audit and titled *Leitbild für die Familienfreundlichkeit der Universität* (Family-friendliness Model of the University), which is drawn up by the Family-friendly University project group, is to be included in the future Equal Opportunity Policy.
- Obtaining more visibility for the issue of anti-discrimination. To this end, this issue should be embedded in an overall diversity strategy. As a contact point for different types of discrimination, there should be a place at the university that functions as an antidiscrimination help centre. There is an urgent need to increase awareness for the “Respecting Boundaries” directive. Potential perpetrators must be informed about possible sanctions. Victims must be able to find competent and easily accessible contact persons, especially in acute situations. Analogous to first responders in the field of medicine, discrimination first responders should be selected and trained to assist. Information should be clearly displayed to indicate the support offered at the various locations.
- Through a practical project created on behalf of the university management for internal conflict resolution, the existing counselling centres are to be structured, further networked, and made more visible, which will make it easier for people seeking advice to quickly find the right contact point. A guidance system created in this way can be particularly important in cases of sexual misconduct, as victims of such carry an especially acute burden.

### 2.3 Human Resources Development

The University of Bamberg views a human resources development policy as a central means of ensuring equal opportunities with regard to job promotions and advanced professional qualification. The *Bamberger Personalentwicklungs- und Tenure Track Exzellenzrichtlinie* (Bamberg Human Resources Development and Tenure Track Excellence Guideline, or BETTER programme) applies for academic scholars. For the academic support division, the aim is to create a human resources development policy within the reporting period. The agreement on objectives that the University of Bamberg is to stipulate along with the State Ministry for Science and Art while this policy is still in effect contains, in particular, a special degree of measures for the advancement of women, which ultimately serves human resources development in terms of equality aspects.

## 2.4 Internationalisation

Equal opportunity and issues of equality must also be taken into account in an international context. Research funding at EU level requires, as is the case with the DFG (German Research Foundation), sustainable and effective equality activities/efforts from universities. The aim is therefore to audit such activities to determine whether they also meet international standards and meet the needs of visiting students and scholars from abroad.

The university is aware that English translations of key information and counselling services are becoming increasingly relevant. This is why the “Respecting Boundaries” policy has been translated into English. Another goal is to make the Equal Opportunity Policy available in English (Please note that this document is the translated English version of the Equal Opportunity Policy).

All university institutes are requested to review their websites to ensure that information relevant not only to equal opportunity, but also general, organizational questions regarding studying, is available in English.