



**Bertha von Suttner**  
Privatuniversität St. Pölten

# **Gender Equality Plan 2022–2024**

## **Bertha von Suttner Private University**

## Foreword

As an academic institution, Bertha von Suttner Private University plays an important role as a multiplier of diversity and gender competence for society. Bertha von Suttner Private University is committed to a liberal view of humanity, which presupposes respect, openness and the right to self-determination for all people as a fundamental value. The principles of fairness and social equality of opportunity are paramount, regardless of characteristics such as gender, skin colour, country of origin, sexual orientation, disability, age or religion.

Already with the decision to name the private university after a woman, Bertha von Suttner Private University has set an important sign for gender equality – an internal survey for Women's Day 2021 showed that Bertha von Suttner Private University is the first and only one of 225 universities in the German-speaking world with a woman as name sponsor. With her active commitment to peace, dialogue and inclusion, Bertha von Suttner is not only the name patron, but also an inspirational figure for the private university. Thus, inclusion is a research focus of the Bertha von Suttner Private University, which was awarded for it by the Bildungs- und Heimatwerk Niederösterreich (Lower Austria) within the framework of "Vorbild Barrierefreiheit 2021" in the category education/media/digital accessibility and communication. This award serves as an incentive for Bertha von Suttner Private University because the dimensions of gender and diversity require continuous attention.

In accordance with the motto "Understanding the present and shaping our future", Bertha von Suttner Private University wants to train experts who meet the challenge of shaping an inclusive society. As an employer, Bertha von Suttner Private University is also committed to supporting its employees individually and enabling them to reconcile work, family, care obligations and leisure time. The measures developed for this purpose are presented in this Gender Equality Plan 2022-2024.



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# 1 Gender Equality Plan (2022–2024)

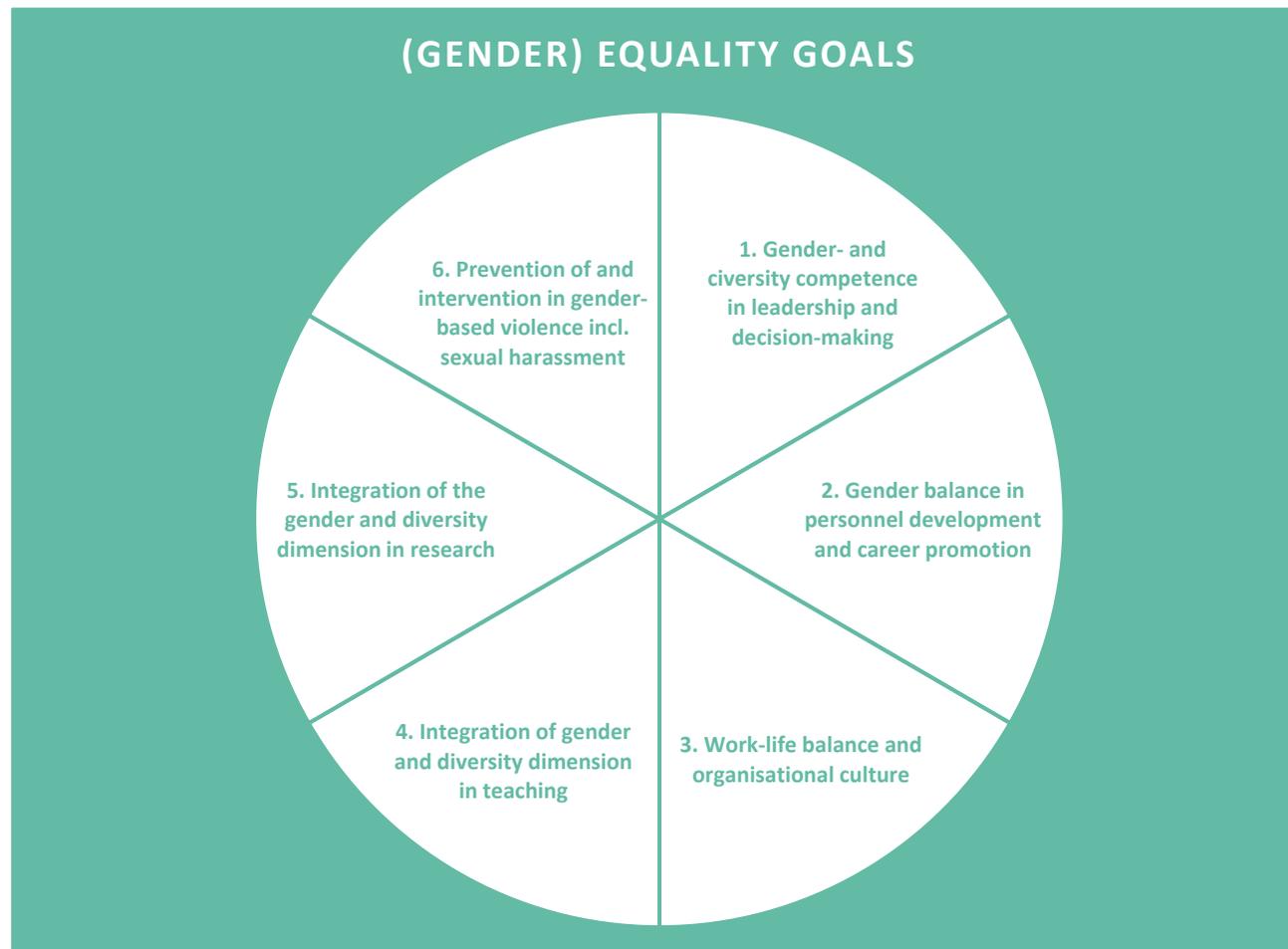
The present Gender Equality Plan 2022-2024 (GEP) of Bertha von Suttner Private University is based on the Guideline for Equal Treatment Issues. The equality of men and women as well as the advancement of women are central goals of Bertha von Suttner Private University according to (PrivHG, BGBl. I No. 74/2011). The following measures take into account all members of Bertha von Suttner Private University. At the same time, they are obliged to participate in the implementation of the measures.

With the Gender Equality Plan, Bertha von Suttner Private University pursues the following goals and measures:

1. Gender and diversity competence in leadership and decision-making
2. Gender balance in personnel development and career promotion
3. Work-life balance and organisational culture
4. Integration of the gender and diversity dimension in teaching
5. Integration of the gender and diversity dimension in research
6. Prevention of and intervention in gender-based violence incl. sexual harassment



## 2 Gender Equality Plan: Goals and Measures





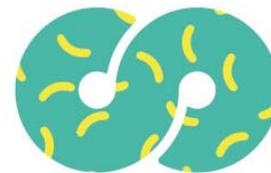
### 1. Gender- and diversity competence in leadership and decision-making

Bertha von Suttner Private University strives to include gender and diversity dimensions in its governance and decision-making. In gender equality and the advancement of women, the university strives for a balanced ratio of men and women in the composition of its bodies, committees and decision-making groups. Since its foundation, the positions in the Rectorate have been gender-balanced. When the University Council is founded and the Rectorate is newly appointed, the aim is to achieve a balanced ratio of men and women; in cases of doubt, women are to be given preference over men in selection situations if the qualifications are equal.

At the Bertha von Suttner Private University, there is potential for further development with regard to a gender- and diversity-sensitive data collection. One of the BSU's goals is therefore to check the data already available for their relevance and to supplement missing data. A monitoring system is to be developed and introduced on the basis of the data collection. Regular analyses and evaluations of the measures are to contribute to the adaptation of the measures or their implementation and, if necessary, the gender equality plan, with the involvement of the relevant stakeholders.

Gender equality is supported in principle by the management and administration; gender budgeting has not yet been implemented at Bertha von Suttner Private University.

Goals	Measures	Period of implementation of measures						Responsibility	Resources
		2022		2023		2024			
		1.HJ	2.HJ	1.HJ	2.HJ	1.HJ	2.HJ		
1.1 The Gender Equality Plan is implemented.	GEP is prepared every three years by the BSU	X						Superordinate and Operational: Equal Treatment Officer	working hours, internal and external expertise (teachers to the areas of gender



									and diversity; networking with Equal Treatment Officer
	Publication of the GEP on the BSU Website	X						subordinate: Equal Treatment Officer; Operational: Equal Treatment Officer, Marketing	Working Time
	Information about GEP to BSU employees	X						subordinate and Operational: Equal Treatment Officer	Working Time
	GEP is implemented in the onboarding process for new employees of the BSU	X	X					subordinate: Equal Treatment Officer; Operational: Study Services, Study Programme Managers	Working Time
	GEP becomes part of the welcome package for external teachers	X	X					Superordinate: Equal Treatment Officer;	Working time



								Operational: Study Services	
1.2 Improvement of gender- and diversity-sensitive data collection and introduction of a gender- and diversity-sensitive monitoring system has taken place.	The gender and diversity sensitive data collected so far will be reviewed for relevance and missing data.	X	X					Superordinate and Operational: QM, Equal Treatment Officer	Working time
	Set relevant indicators for annual monitoring and evaluation of the measures.		X					Superordinate and Operational: QM, Equal Treatment Officer	Working time
1.3 Annual evaluation and publication of the measures has taken place.	Publication of measures and evaluation in the annual gender and diversity report on the BSU website		X					Superordinate and Operational: Equal Treatment Officer	Working time
	Presentation of the annual gender and diversity report to the BSU staff incl. feedback round		X	X				Superordinate and Operational: QM, Equal Treatment Officer	Working time
	Adjust the measures and, if necessary, the GEP on the basis of the monitoring and evaluation results as well as			X	X			Superordinate: Rectorate, Equal Treatment Officer, QM;	Working time



	the feedback from the employees							Operational: Equal Treatment Officer	
1.4 Gender balance in relevant bodies and decision-making groups has been achieved.	Gender balance in the University Council established in 2022	X						Superordinate and Operational: Senate, General Assembly	Working time
	Gender balance in the Rectorate 2023		X					Superordinate and Operational: Search Commission, University Council, General Assembly	Working time
1.5 Gender and diversity dimension is included in the decision-making process.	Incorporating the gender and diversity dimension into all academic and administrative decision-making processes	X	X					Superordinate and Operational: Rectorate, QM, Equal Treatment Officer	Working time
1.6 Gender and diversity competence is considered a qualification characteristic in management and in the areas relevant to the gender and diversity dimensions.	Inclusion of gender and diversity competence in the qualification profile of managers or relevant documents such as the statutes			X	X			Superordinate: Committees, General Assembly; Operational: Equal Treatment Officer, Committees, Marketing, Study Services	Working time



	Regular training and development opportunities for equality officers or concerned bodies.		X					Superordinate and Operational: Rectorate	Working time, budget for further education and training
	Networking with experts in the fields of gender and diversity (e.g. ÖPUK AG Gleichbehandlung)	X	X					Superordinate and Operational: Equal Treatment Officer	Working time, budget
1.7 Gender budgeting is implemented.	Consideration of the funding of gender equality measures (e.g. introducing of gender and diversity training etc.)			X	X			Superordinate:Chancellor; Operational: Rectorate; Equal Treatment Officer, Human Resources	Working time, budget



## 2. Gender balance in personnel development and career promotion

In the area of human resources development, Bertha von Suttner Private University strives to maintain the gender balance between men and women. In job advertisements, attention is paid to discrimination-sensitive wording, e.g. advertisements are checked to ensure that they are gender-neutral and age-independent. Job advertisements can be expanded, especially with regard to disabilities; measures should also be considered in the area of internationalisation of employees in order to promote diversity among employees.

Structural barriers for women along the career path should be avoided; to this end, the personnel selection processes will be critically reflected and revised. Special support programmes for women are not yet offered at Bertha von Suttner Private University and should be considered, as should measures to promote the leadership capacities of women. No data is yet available regarding a gender pay gap; this will be obtained and analysed in the future. If there is a gender pay gap, appropriate measures should also be taken to reduce it.

Goals	Measures	Period of implementation of measures						Responsibility	Resources
		2022		2023		2024			
		1.HJ	2.HJ	1.HJ	2.HJ	1.HJ	2.HJ		
2.1 Gender and diversity competence is essential in the selection and -development.	Possibility of involving the Equal Treatment Officer in recruitment process.	X	X					Superordinate: Rectorate, QM;  Operational: Rectorate, Study Programme Managers, Equal Treatment Officer	Working time



	Review and, if necessary, revise the staff selection processes	X				X		Superordinate and Operational: QM, Equal Treatment Officer	Working time
	In the case of gender imbalance, possibility to specifically address the underrepresented gender in calls for tender	X				X		Superordinate: Rectorate; Operational: Rectorate, Marketing	Working time
2.2 Staff development shall take into account the inclusion of persons with disabilities.	Actively addressing people with disabilities in job advertisements		X					Superordinate: Rectorate; Operational: Marketing	Working time
2.3 Internationality in human resource development is implemented.	Increased international job advertisements	X						Superordinate: Rectorate; Operational: Marketing, Human Resources	Working time, budget
2.4 BSU employees have gender and diversity competence.	Gender and diversity competence as a qualification feature of teaching and research staff (e.g. gender	X	X					Superordinate: Rectorate; Operational: Rectorate, Finding	Working time



	and diversity competence as a requirement in job advertisements)							Commission, Marketing	
	Gender- and diversity training for employees					X	X	Superordinate: Rectorate; Operational: Equal Treatment Officer, Human Resources	Working time, budget
2.5 Concept for the promotion of women's leadership capacities has been elaborated.	Further education and training opportunities for women					X	X	Superordinate: Rectorate; Operational: Rectorate and Equal Treatment Officer	Working time, budget
	Diagnosing possible obstacles to the promotion of female staff					X	X	Superordinate: Rectorate, QM; Operational: Rectorate, QM, Equal Treatment Officer	Working time
2.6 Promotion of young women scientists	Establishment of a young talent development programme			X	X			Superordinate and Operational: Rectorate and Research Services	Working time, budget



2.7 Support programmes for women are implemented.	Elaboration of support programmes for women					X	X	Superordinate: Rectorate;  Operational: Rectorate, Research Services, Equal Treatment Officer	Working time, budget
	Active communication of the support programmes for women to female employees					X	X	Superordinate and operative: Research Services, Study Programme Managers, Equal Treatment Officer	Working time
2.8 Gender pay gap survey has been carried out, measures against gender pay gap have been initiated.	Survey on the gender pay gap in scientific personnel			X	X			Superordinate: Rectorate;  Operational: Chancellor, QM	Working time
	Transparent salaries for academic staff according to the university collective agreement.	X						Superordinate and Operational: Rectorat	Working time



	Transparent wages for general staff					X	X	Superordinate and Operational: Rectorate	Working time
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### 3. Work-life balance and organizational culture

Work-life balance measures have been part of Bertha von Suttner Private University's organisational structure and culture since its foundation. These take into account the needs of all members of Bertha von Suttner Private University. All degree and course programmes are designed to be part-time in order to enable students to study while working and to achieve a work-life balance. A parent-child room is available on campus for students with children. BSU employees benefit from flexible working hours, home office and part-time options. During holidays, childcare is available to employees on campus. In communicating the measures in the area of work-life balance, attention is also paid to gender-appropriate wording so that all genders feel addressed in the area of family tasks and traditional attributions (e.g. family or care work as a woman's task) are not perpetuated. In particular, health promotion for BSU employees is to be expanded.

The mission statement of Bertha von Suttner Private University is based on a liberal view of humanity, which presupposes respect, openness and the right to self-determination for all people as a fundamental value. The principles of fairness and equal opportunities regardless of characteristics such as gender, skin colour, country of origin, sexual orientation, disability, age or religion are paramount at BSU. In order to further anchor these values in the organisational culture, increased awareness and sensitisation measures are to be implemented, which will be integrated in all areas of the present Gender Equality Plan.

Bertha von Suttner Private University is aware that the characteristics of a private university, in particular the obligation to pay tuition fees, make it considerably more difficult for members of disadvantaged population groups to gain access. To counter this, the awarding of scholarships by the BSU is already planned and is to be further expanded.



Goals	Measures	Period of implementation of measures						Responsibility	Resources
		2022		2023		2024			
		1.HJ	2.HJ	1.HJ	2.HJ	1.HJ	2.HJ		
3.1 Language guideline for gender- and diversity-responsive language is implemented.	Publication of the language guideline on the BSU website	X						Superordinate: Equal Treatment Officer; Operational: Marketing	Working time
	Information on the implementation of the language guideline to members of the BSU	X						Superordinate and Operational: Equal Treatment Officer	Working time
	Language guideline to be included in enrolment package for students		X					Superordinate: Equal Treatment Officer; Operational: Study Services	Working time
	Language guideline to be implemented in onboarding process of new BSU employees	X						Superordinate: Rectorate, QM, Equal Treatment Officer; Operational: Study Programme	Working time



								Managers, Study Services	
	Language guideline becomes part of the welcome package for external teachers		X					Superordinate: Equal Treatment Officer, Study Programme Manager; Operational: Study Services	Working Time
3.2 Accessible documents are implemented at the BSU.	Development of the accessible documents folder.		X					Superordinate and Operational: Equal Treatment Officer	Working Time
	Publication of the accessible documents folder on the BSU website		X					Superordinate: Equal Treatment Officer; Operational: Marketing	Working Time
	Information about publication to members of the BSU		X					Superordinate and Operational: Equal Treatment Officer	Working Time
	Folder to be implemented in onboarding process of new BSU employees		X					Superordinate: Rectorate, QM, Equal Treatment Officer;	Working Time



								Operational: Study Programme Managers, Study Services	
	Folder to be included in enrolment package for students		X					Superordinate: Equal Treatment Officer; Operational: Study Services	Working Time
	Folder becomes part of the welcome package for external teachers		X					Superordinate: Equal Treatment Officer, Study Programme Managers; Operational: Study Services	Working Time
	Internal training for employees on creating accessible documents are offered		X	X				Superordinate and Operational: Equal Treatment Officer	Working Time
	Checking and, if necessary, revising the documents on the website for accessibility			X	X			Superordinate and Operational: Equal Treatment Officer	Working Time



3.3 Concept for disadvantage compensation for students with disabilities to enable equal participation is implemented.	Survey of the needs of students with disabilities at BSU	X	X					Superordinate: Equal Treatment Officer; Operational: Equal Treatment Officer, Study Services, Course Planning	Working time
	Regular review and expansion of the structural measures at the Campus St. Pölten	X	X					Superordinate: Rectorate; Operational: Koenig Oliver	Working time, budget
	Develop a process for informing relevant departments (e.g. course planning, teachers)		X					Superordinate and Operational: Equal Treatment Officer, QM	Working time
	Development of measures to compensate for disadvantages (e.g.: different examination methods, literature and learning materials, work aids, technical aids etc.)				X			Superordinate and Operational: Equal Treatment Officer	Working time, budget e.g. for technical aids



3.4 Raising awareness for gender and diversity dimensions	Public relations and events on gender- and diversity-specific occasions (lectures, press releases etc.)	X	X					Superordinate: Equal Treatment Officer; Operational: Marketing, Equal Treatment Officer	Working time, budget for events
	Embedding the Equal Treatment Directive in the BSU's onboarding process	X						Superordinate: Rectorate, Equal Treatment Officer; Operational: Study Programme Managers, Study Services	Working time
	Anchoring the Equal Treatment Directive in admission process of the BSU students	X						Superordinate: Rectorate, Equal Treatment Officer; operative: Study Programme Managers, Study Services	Working time
3.5 Certification hochschuleundfamilie	Development and evaluation of measures in the area of compatibility of family and					X	X	Superordinate and Operational: Rectorate, Equal	Working time



	teaching, career or studies within the framework of the audit hochschuleundfamilie							Treatment Officer, QM	
3.6 Joining the Charta der Vielfalt has been done.	Joining the Charta der Vielfalt to promote appreciation towards all members of the society	X						Superordinate: Rectorate; Operational: Equal Treatment Officer	Working time
3.7 Differentiated measures in the field of health promotion	Review of the offer of training courses/courses in the area of workplace health promotion (stress reduction, free health check).			X	X			Superordinate and Operational: Equal Treatment Officer	Working time, personnel department
	Survey of the needs of BSU employees					X	X	Superordinate and Operational: Equal Treatment Officer;	Working time
	Expansion of workplace health promotion in line with the needs of BSU employees					X	X	Superordinate: Equal Treatment Officer; Operational: Human Resources	Working time, budget
	Regular information on workplace health promotion to BSU employees	X						Superordinate and Operational: Equal Treatment Officer	Working time, budget



3.8 A differentiated scholarship system has been established.	Introduction of additional scholarships for disadvantaged students					X	X	Superordinate and Operational: Rectorate	Working time, budget
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#### 4. Integration of the gender and diversity dimension in teaching

Integrating the gender and diversity dimension into teaching is a central goal of the BSU. The curricula of the teaching and study programmes include compulsory transdisciplinary modules that deal with social diversity. Inclusion forms a central guiding concept of some degree programmes. Gender equality is included here, yet there is potential, especially in the development of new study programmes, to anchor the gender dimension more strongly in the curricula. Furthermore, the BSU is concerned to take the gender and diversity dimension into account in the implementation of teaching.

Goals	Measures	Period of implementation of measures						Responsibility	Resources
		2022		2023		2024			
		1.HJ	2.HJ	1.HJ	2.HJ	1.HJ	2.HJ		
4.1 Integration of the gender and diversity dimension in curricula of study and teaching programmes	Consideration of the gender and diversity dimension in the development of new study programmes	X	X					Superordinate and Operational: Committees, General Assembly	Working time, budget, programme development
4.2 Expanding training opportunities for teachers in the area of gender and diversity	Expand internal and external training opportunities for (external) teachers with the inclusion of human resource					X	X	Superordinate and Operational: Rectorate, Equal Treatment Officer, Human Resources Department	Working time, budget for training, further education etc.



	Gender- and diversity dimension as part of course evaluation by students						X	Superordinate: Equal Treatment Officer, QM; Operational: Study Services	Working time
4.3 Guideline for inclusive teaching have been implemented.	Development of a guideline for inclusive teaching		X					Superordinate: Equal Treatment Officer; Operational: Equal Treatment Officer, Teachers	Working time
	Publication of the guideline to inclusive teaching on the BSU website			X				Superordinate: Equal Treatment Officer; Operational: Marketing	Working time
	Information on the implementation of the guideline to members of the BSU				X			Superordinate: Equal Treatment Officer; Operational Equal Treatment Officer, Study Services	Working time



	Guideline to be implemented in BSU onboarding process				X			Superordinate: Rectorate, QM, Equal Treatment Officer;  Operational: Study Programme Managers, Study Services	Working time
	Guideline becomes part of the welcome package for external teachers				X			Superordinate: Equal Treatment Officer, Study Programme Managers;  Operational: Study Services	Working time



## 5. Integration of the gender and diversity dimension in research

In research, too, the humanistic orientation of Bertha von Suttner Private University places people at the centre of its activities. The aim of research is to provide a basis for productive engagement with current societal challenges, from which essential impulses for the promotion of health, well-being and common good as well as a gender-equitable and inclusive society emerge. Since its founding, Bertha von Suttner Private University has focused its research on gender, diversity and inclusion. In a research project from May 2020 to April 2021, for example, the work and influence of Bertha von Suttner Private University's name patron was researched. Diversity and inclusion are the focus of several research projects at the Bertha von Suttner Private University, for which it also received an award as part of the Lower Austrian government's "Vorbild Barrierefreiheit 2021" programme.

Goals	Measures	Period of implementation of measures						Responsibility	Resources
		2022		2023		2024			
		1.HJ	2.HJ	1.HJ	2.HJ	1.HJ	2.HJ		
5.1 Promotion of women in science	Actively pointing out support programmes for women in science	X						Superordinate and Operational: Rectorate, Research Services	Working time, budget
	Introduction of mentoring programmes for women					X	X	Superordinate and Operational: Rectorate	Working time, budget
	Promotion of final theses and research in the field of gender					X	X	Superordinate: Rectorate;	Working time, budget



5.2 Integrating the gender and diversity dimension into research content	and diversity (e.g. through scholarships or awards)							Operational: Research Services; Study Programme Managers	
	Concept for surveying completed and ongoing research in the areas of gender and diversity in order to take awareness-raising measures			X	X			Superordinate: Rectorate, QM, Equal Treatment Officer;  Operational: Research Services, QM, Equal Treatment Officer	Working time
5.3 Networking and cooperation with other universities and non-university institutions to expand research competences in the gender and diversity dimension	Research of potential university and non-university cooperation partners for research projects in the field of gender and diversity	X						Superordinate and Operational: Research Services	Working time
	Networking and cooperation with potential university and non-university institutions	X						Superordinate and Operational: Rectorate, Research Services, Study	Working time, budget



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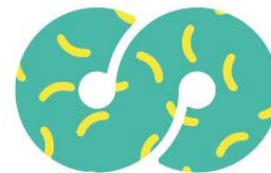
								Programme Managers	
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## 6. Prevention of and intervention in gender-based violence incl. sexual harassment

Gender-based violence and sexual harassment are often taboo topics at universities. At the time of the publication of the Gender Equality Plan (April 2022), Bertha von Suttner Private University had not yet been confronted with any cases of gender-specific violence or sexual harassment. However, Bertha von Suttner Private University would like to take preparatory action and proactively address prevention and intervention. To this end, it is also necessary to de-taboo the topic of gender-specific violence and sexual harassment with awareness-raising measures. The Equal Treatment Officer acts as a contact point for those affected by gender-specific violence, and a concrete procedure is to be developed when a (suspected) case arises.

Goals	Measures	Period of implementation of measures						Responsibility	Resources
		2022		2023		2024			
		1.HJ	2.HJ	1.HJ	2.HJ	1.HJ	2.HJ		
6.1 Raise awareness of the issue of gender-based violence including sexual harassment; remove the taboo surrounding the issue.	Setting up a separate subpage on the BSU website with contact details of the contact point for those affected in order to show them possible courses of action.	X	X					Superordinate: Equal Treatment Officer; Operational: Equal Treatment Officer, Marketing	Working time
	Inclusion of the topic in the welcome guides for students and lecturers as well as the onboarding for new employees of the BSU, incl.		X					Superordinate: Equal Treatment Officer; Operational: Equal Treatment Officer, Marketing, Study Programme	Working time



	contact details of the contact point for affected persons.							Managers, Study Services	
6.2 Data collection for documentation, monitoring, evaluation	Implementation of an anonymous survey among employees about incidents for analysis, monitoring and evaluation			X	X			Superordinate and Operational: Equal Treatment Officer	Working time, possibly budget for suitable tools
	Anonymous documentation and evaluation of incidents in the BSU student body in order to take appropriate measures			X	X			Superordinate: Equal Treatment Officer; Operational: Equal Treatment Officer, Study Services, QM	Working time
6.3 Appropriate counselling service is implemented.	Identify appropriate contact points/persons for affected persons within or outside the BSU.		X					Superordinate and Operational: Equal Treatment Officer	Working time
6.4 Efficient process for intervention by BSU has been developed.	Establish a process to follow a clear procedure in (suspected) cases and solve the case quickly.		X	X				Superordinate: Equal Treatment Officer; Operational: Equal Treatment Officer, QM	Working time