

**ACTION PLAN FOR GENDER EQUALITY AT THE UNIVERSITY OF SARAJEVO (GAP UNSA)**

**FOR 2024-2026**



In Sarajevo, January 2024

**A Word of Introduction**

The University of Sarajevo Gender Action Plan (GAP UNSA) is the second document at the University of Sarajevo of such kind, drafted after the first GAP’s expiration, which was implemented for two years (2022-2023). The 2024-2026 GAP UNSA structure relies on the strategic goals, priorities and measures of the previous GAP UNSA for the 2022-2023 period, the BiH Gender Action for 2023-2027 and other relevant strategic documents of the Council of Europe and the United Nations. The action plan was prepared in accordance with the policy standards of the European Commission, which advocates the institutional promotion of gender equality.

The European Gender Equality Strategy for 2020 - 2025 is based on a dual approach, i.e. on a *gender-aware policy* in combination with targeted measures, and on *intersectionality* as a horizontal principle for the implementation of that strategy. In accordance with the GAP Strategy’s principles, UNSA included key standards for the prevention of gender-based violence or gender-based harassment, research activities and the establishment of gender-responsive policies and measures, as well as financing activities for achieving progress in the field of gender equality[[1]](#footnote-1). In accordance with the standards established by the Strategy, GAP UNSA also foresees the integration of the principle of gender equality in all projects, programs and activities of UNSA.

Furthermore, the UNSA’s GEP is aligned with the Global Development Goals[[2]](#footnote-2):

* SDG 4 – Quality education
* SDG 5 – Gender equality
* SDG 10 – Reducing inequality
* SDG 16 – Peace, justice and strong institutions
* SDG 17 – Building partnerships

Consistent with the requirements and standards of the Horizon Europe program on gender equality, the GAP UNSA meets the set criteria, including:

* UNSA’s commitment to the public promotion of the UNSA GAP, to be adopted as a formal document by the UNSA Senate and published on the UNSA website;
* Defining the necessary financial resources for the implementation of the planned activities of GEP UNSA;
* Collection and publication of statistical data classified by gender;
* Definition of indicators and means of verification in accordance with which the evaluation of the success of the implemented activities will be carried out;
* Conducting education for teaching-scientific/artistic, non-teaching staff and students on gender equality.

**GAP UNSA 2022 - 2023 Implementation Status**

Most of the GAP UNSA 2022-2023 activities have either been implemented or are continuously ongoing. For example, activities such as research on the inclusion of gender equality in study programs (1.1.) and analysis of the structure of employees who are recipients of scholarships (1.2.) have been implemented. Likewise, activities include the organization of educations on gender equality and prevention of sexual harassment (2.3.), as well as campaigns on gender equality topics (2.4.). Most of these activities have been implemented or are ongoing through the UNIGEM project and the support of the TPO Foundation, showing progress in strengthening the university’s capacity in this area. However, some activities, such as the initiation of an initiative to improve gender equality in decision-making positions (1.5), have not been implemented and it is recommended that they be postponed for the next cycle. Correspondingly, when it comes to the activities of integrating the principles of gender equality through work with students, including activities such as the annual internal analysis of horizontal and vertical gender representation at UNSA (3.2), they are mostly still in the plan, with the recommendation that certain analyzes are carried out on an annual basis in order to monitor trends. Activities within the framework of improving gender equality in scientific and artistic work have mostly been realized, such as the analysis of gender representation in research projects (4.4.) and work on increasing the number of works that integrate a gender perspective (4.5.), which indicates progress in this area.

In overall perspective, GAP UNSA 2022 – 2023 has implemented a significant part of the planned activities, with some activities still awaiting implementation or postponed for future cycles. This indicates UNSA’s continued commitment to the promotion of gender equality, but also the need for further efforts in certain areas. Financial resources are mostly provided through donor funds from the UNIGEM project and UNSA’s own funds, which enables continuous support for these initiatives.

**GAP UNSA’s Goals**

In the second period of GAP UNSA’s implementation, the same focus has been maintained, with the same general implementation goals.

Goal 1: **Improved gender equality in all areas of UNSA** **activities** – within the planned framework, carrying out research on the inclusion of gender equality in study programs at all members of UNSA, prevention of gender-based discrimination among research/teaching-scientific/artistic staff of UNSA, introduction of recommendations for using gender-sensitive language, and improving the representation of both sexes in decision-making positions are is planned. These initiatives contribute to the creation of a more inclusive educational and working environment at UNSA.

Goal 2: **The teaching-scientific/artistic and extracurricular staff of UNSA have strengthened capacities for promoting gender equality in the work of UNSA through the creation of training programs and the implementation of education** – within the planned framework carrying out research on methods of including gender equality in study programs and prevention and treatment in cases of sexual and gender-based harassment, and in accordance with the Protocol on dealing with sexual harassment and violence in administrative bodies, public enterprises, public institutions and legal entities, founded by the Sarajevo Canton are planned. The implementation of this goal contributes to the creation of a safer educational environment at UNSA.

Goal 3: **Integrated principle of gender equality through work with UNSA students** through analyzes of enrollment statistics and student scholarships, and creation of special measures aimed at eliminating inequality. These initiatives contribute to creating a fairer and more inclusive educational experience for all students at UNSA.

Goal 4: **Improved gender equality in the scientific and artistic work and production of UNSA**, a goal that is planned to be achieved by promoting the gender balance of leaders of scientific research and artistic projects, supporting young female scientists and artists in the context of harmonizing professional and family life, and promoting woman as manager of research projects. These initiatives are aimed at promoting gender equality and providing equal opportunities for all participants in scientific research and artistic work.

These goals, activities, indicators and means of verification of implemented activities are presented in the Operational Plan for the GAP UNSA Implementation. The operational plan also defines the bodies responsible for the implementation of the measure and the time frame for the implementation of individual activities. The plan will be implemented from January 2024 to December 2026.

# GODINE OPERATIONAL PLAN OF THE UNIVERSITY OF SARAJEVO GENDER EQUALITY ACTION PLAN (GEP UNSA) FOR THE PERIOD 2024-2026. YEARS

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| **ACTIVITY** | **TIME FRAME FOR IMPLEMENTATION/****QUARTERS (Q)** | **SERVICE/AUTHORITY RESPONSIBLE FOR THE IMPLEMENTATION OF INDICATORS** | **INDICATORS** | **MEANS OF VERIFICATION** |
| **GOAL 1: IMPROVED GENDER EQUALITY IN ALL AREAS OF UNSA’S WORK** |
| 1.1. Conduct a quantitative and qualitative analysis on the inclusion of gender equality in study programs at UNSA members and define activities/priorities for the UNSA Strategy 2023-2027. | Q4 2024Q4 2025Q4 2026 | Vice Deans for Teaching (UNSA member institutions), QA committees at UNSA member institutions, UNSA Quality Assurance Department, UNSA Gender Equality Council and University Gender Resource Center (UNIGeRC) | Analyzed study programs of UNSA faculties/academiesDefined activities/priorities for the integration of gender equality in the study programs of UNSA faculties/academiesActivities included in the UNSA Strategy 2023-2027 | Study programs analyses Suggested set of activities/prioritiesUNSA Development Strategy 2023-2027Findings of the conducted analysis |
| 1.2. Conduct an internal intersectional gender analysis of the structure of UNSA employees who are recipients of professional scholarships and applicants for professional training | Q2 2024 | Service for International Cooperation, CIR, NIR | All UNSA employees who are scholarship winners and applicants for professional development are included in the analysis. | Findings of the conducted analysis |
| 1.3. In accordance with the Human Resources Strategy for Researchers (HRS4R), conduct research on discrimination based on sex, gender and gender identity among UNSA research/teaching staff, and define the activities of the UNSA Strategy 2023-2027 based on the findings. | Q1 2023 | NIR, UNSA Council for Gender Equality | The teaching staff of UNSA, who are active in the field of scientific research work, are involved in the researchThe defined activities are included in the UNSA Strategy 2023-2027 | Research findings and defined activities 2023 – 2027 UNSA Strategy |
| 1.4. Start an initiative to carry out activities aimed at improving the gender balance in decision-making positions | Q3 2024 | UNSA Rector, College of Rectors, HR Service, UNSA Council for Gender Equality and UNIGeRC | Initiative createdDefined recommendations | Initiative RecommendationsDecisions on appointments for the 2024-2026 period |
| 1.5. Promote the base of UNSA experts, employees, for various professional fields in the context of gender equality | Continuously | HR Service, Council for Gender Equality UNSA and UNIGeRC | Created and available database of experts by field | Database of experts |
| 1.6. Use of gender-sensitive language in all segments of UNSA’s work (academic/research titles, teaching, teaching materials, official, formal and informal correspondence, etc.) | 2024 – 2026 | Secretary General of UNSA, UNSA Council for Gender Equality and UNIGeRC (guidelines to be prepared) | Prepared Guidelines for the introduction of gender-sensitive languageGender-sensitive language is used in all titles and correspondence | Guidelines for introducing gender-sensitive languageDesigned promotional materialsOfficial, internal and external correspondenceUsing the title of UNSA employee in a gender-sensitive form |
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| 1.8. Work on improving the cooperation of UNSA with international and non-governmental organizations, which deal with issues of gender equality in the context of the implementation of SDG17 "partnership to achieve goals" | Q1 2024Q4 2026 | UNSA Rector, Council for Cooperation with Civil Society Organizations, Center for Human Rights, Council for Gender Equality UNSA, UNIGeRC, members of UNSA member institutions | Established cooperation with international and non-governmental organizations dealing with issues of gender equality as potential partners | List of organizations with which cooperation has been established through UNIGeRCReports on joint activities carried out within UNIGeRC |
| **GOAL 2: TEACHING AND NON-TEACHING UNSA STAFF HAVE STRENGTHENED CAPACITIES FOR PROMOTING GENDER EQUALITY IN THE UNSA’S WORK** |
| 2.1. Develop a training program aimed at improving gender-responsive practices at UNSA and, in accordance with the Program, organize training for teaching and non-teaching staff at UNSA | Q2 2024Q4 2024Q2 2025Q4 2025 | HR service, NIR, Council for Gender Equality UNSA in cooperation with competent services and UNIGeRC (work will be done through UNIGEM) | Prepared training program on the concept of gender equality, gender prejudices, domestic and international obligations in the field of gender equality and the use of gender-sensitive languageConducted 4 one-day trainings in which at least 30 representatives of teaching and non-teaching staff of UNSA were included | Training program delivered to competent department and all FacultiesLists of participants in conducted trainingsReports from the conducted trainingsA module within the DigiEDU program |
| 2.2. Educate UNSA teaching staff on methods of including gender equality in study programs and project proposals | Q3 2024Q3 2025Q3 2026 | Department for teaching and student affairs of UNSA, vice-deans for teaching at UNSA members, UNSA Council for Gender Equality and UNIGeRC | Selected educators who were supported in the preparation of educational programs and educationsConducted 2 trainings in which at least 10% of UNSA teaching staff were involved | Educational materialsLists of participants in trainingsReports from the conducted trainings |
| 2.3. Development of recommendations for integrating the gender perspective into study programs at UNSA members | Q4 2024 | Council for Gender Equality, UNSA Quality Assurance Department | Based on the conducted research, give recommendations for integrating the gender perspective into the UNSA study programs | Recommendations for integrating the gender perspective into UNSA study programs |
| 2.4. Organize training for teaching and non-teaching staff and students of UNSA on the prevention and handling of cases of sexual and gender-based harassment, in accordance with the Protocol on Handling of Sexual Harassment and Violence in Administrative Bodies, Public Enterprises, Public Institutions and Legal Entities, whose is the founder of Canton Sarajevo | Q4 2024 | Council for Gender Equality, UNSA Quality Assurance DepartmentUNSA and UNIGeRC | Contents and teaching methods definedSelected educators who were supported in the preparation of educationOrganized 2 educations for UNSA teaching, non-teaching staff and students | Educational materialsLists of participantsReports from conducted trainings |
| 2.5. Organize campaigns on topics related to the field of gender equality and prevention of sexual and gender-based harassment in the context of the UNSA’s work | Q4 2024Q4 2025Q4 2026 | Council for Gender Equality, UNSA Quality Assurance Service | Prepared content proposals and campaign termsConducted campaigns on the topics of gender equality and prevention of sexual and gender-based harassment in the context of academic work | Titles, focus and content of the implemented campaignsImplemented campaigns' reach |
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| **OBJECTIVE 3: INTEGRATED PRINCIPLE OF GENDER EQUALITY THROUGH WORK WITH STUDENTS/CAMA UNSA** |
| 3.1. Conduct a gender analysis of enrollment statistics at UNSA faculties/academies and, in accordance with the results, initiate measures to achieve a higher degree of gender equality | Q1 2024Q1 2025Q1 2026. | UNSA Council for Gender Equality, Services at UNSA Faculties/Academies | The analysis includes enrollment statistics at UNSA Faculties/Academies | Results of the conducted analysis |
| 3.2. Annual internal analysis of the gender structure of employees and students in the I, II, integrated and III cycle of studies at UNSA, including a detailed analysis of the disproportion between the number of female employees and the number of female managers at UNSA members | Q4 2024Q4 2025Q4 2026 | Office for teaching and student affairs of UNSA, student services of members of UNSA, Council for Gender Equality | Analysis of horizontal and vertical gender representation at UNSAPreparation of recommendations for the enrollment plan | Formulated recommendations for enrollment promotion activities at UNSA |
| 3.3. Semester evaluation of teaching and teaching staff at UNSA members | Continuously  | UNSA Council for Gender Equality,UNSA Quality Management Committee | Proposal of questions that should be included in the survey questionnaire | Survey questionnaire revised |
| **GOAL 4: IMPROVED GENDER EQUALITY IN THE SCIENTIFIC AND ARTISTIC WORK AND PRODUCTION OF UNSA** |
| 4.1. Conduct an analysis of the gender balance of project managers in science and art, when publishing works in highly indexed journals | Q4 2024Q4 2025Q4 2026.  | Office for International Cooperation and Projects, Council for Gender Equality UNSA, University Library/University Library | Analyzed the gender ratio of authors of papers in highly indexed journals and mapped areas where gender imbalance is evident | Results of the conducted analysis |
| 4.2. Create recommendations for the inclusion of the gender dimension in research | Q1 2024 | Vice Chancellor for Scientific Research, CIR, NIR, UNSA Council for Gender Equality | Prepared protocol/guidelines with defined implementation steps in practice | Developed protocol/guidelines |
| 4.3. Development of a protocol for giving advice on the integration of a gender perspective in research projects | Q1 2024 | UNSA Council for Gender Equality, R&D Department and UNIGeRC |  | Prepared protocol, materials posted on the UNSA/UNIGeRC website, delivered to the R&D Dept. and distributed to R&D Vice-Deans |
| 4.4. Creation of recommendations for ensuring respect for gender equality when appointing members of evaluation bodies for research projects in science and art | Q2 2024 | R&D Dept., Department for Art, Art Research, Culture and Sport, CIR, NIR, Council for Gender Equality UNSA and UNIGeRC | Guaranteed equality when appointing members of evaluation bodies for research projects in science and art in accordance with the Law on Gender Equality in BiH | Recommendations createdReports on the composition of evaluation bodies/minutes |
| 4.5. Conduct research on the representation of women and men in research projects, in science and art, including leadership positions | Q4 2024Q4 2025Q4 2026 | R&D Department, Department for Arts, Art Research, Culture and Sport, UNSA gender Equality Council, Council for Doctoral Studies | Conducted research on the representation of women and men in research projects in science and art and analyzed gender representation in management positionsPublished results | Research results  |
| 4.6. Work to increase the number of student works, scientific publications and artistic works that integrate a gender perspective, through defining the status of gender-sensitive research in science and art | Continuously | CIR, NIR, Vice-Rector for Arts, Art Research, Culture and Sports, UNSA Council for Gender Equality, UNIGeRC, Council of Doctoral Studies, UNSA R&D Service, UNSA Library | Continuously promoting the integration of gender perspectives in the topics of master's, doctoral, research and artistic works in various fields | R&D Register - gender analysesPublished works, scientific publications and artistic worksReports on the promotion and distribution of works and publications |
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| 4.8. Gender analysis of awarded honorary doctorates and honorary titles of prof. emeritus/emerita at UNSA | Continuously | UNSA Rectorate, R&D, UNSA Council for Gender Equality and UNIGeRC | Gender analysis of regulations and gender-sensitive meta-analysis of available data | Report on the conducted analysis |

1. <https://charter-equality.eu/the-charter/the-eu-and-gender-equality.html> [↑](#footnote-ref-1)
2. https://www.ba.undp.org/content/bosnia\_and\_herzegovina/bs/home/post-2015/sdg-overview.html [↑](#footnote-ref-2)