

Plan for Gender Equality and Equal Treatment 2019 - 2021

Content

2	1. Background and purpose
3	2.1 Co-workers
3	2.2. Students
4	General Goals
8	Legislation

1. Background and purpose

Arcada's ambition is to be an equal, open, rewarding and fair workplace and higher education institution both for co-workers and students. The purpose of Arcada's plan for gender equality and equal treatment is to further gender equality and equal treatment in all activities. We want to demonstrate that we in our daily activities take responsibility for and live by the principles of equality and equal treatment that are presented here. Only by making values such as gender equality and equal treatment part of our everyday lives, our work, learning and daily interaction, are we able to work together in a rewarding manner. As a higher education institution, we carry great responsibility for these issues. We educate for working life and society at large, hence the way we deal with questions of equality and equal treatment have implications far beyond our walls. Arcada has a defined value base built on values such as openness, responsibility and tolerance. These values support gender equality and equal treatment, and demonstrate how we view our operations and each other.

Gender equality and equal treatment in everyday life, is not just a matter for management. The attitude and behaviour of each individual co-worker and student is important if we really want to be a higher education institution that lives up to and promotes gender equality.

Legislation

Both as an educational provider and as an employer, Arcada is obliged to draw up a gender equality plan and a plan to promote equal treatment. This plan covers gender equality and equal treatment both from an educational perspective and from an employer perspective as well as from an employee perspective.

Arcada's plan for gender equality and equal treatment is based on the Act on Equality between Women and Men (609/1986) and the Discrimination Act (1325/2014).

If the aim is to achieve gender equality or equal treatment, positive special treatment can be applied. 9 §1325/2014). Arcada's plan for gender equality and equal treatment and its implementation meets the requirements of Section 5a (609/1986). The plan covers both students and co-workers at Arcada.

2.1 Co-workers

At Arcada many different professions are represented. We have experts with very different tasks and the level of interaction between them vary. As far as gender equality and equal treatment are concerned, we at Arcada would like to emphasize that we all work towards the same goals. As the result is always the sum of the parts it is essential that everyone contributes.

2.2 Students

Arcada and its employees treat all students equally; regardless of nationality, language background or student status (degree student or open UAS student).

Equality of Genders

Arcada's ambition is to reduce gender segregation in all instances. This applies both to the various education programmes and among co-workers in general.

Evaluation of Previous Plan

The previous plan was in force during the period 2016-2018. The plan of action and the current situation were evaluated in 2018 as part of the process of preparing this plan. Different stakeholder groups were given opportunity to discuss the new plan. Co-workers and students were informed of the new plan and they were given opportunity to submit comments on the current situation and action points.

General Goals

General objectives for the period

The plan for gender equality and equal treatment is evaluated annually, in connection with well-being measurements among co-workers and students and in connection with development discussions. The task of ARSK is to ensure that this takes place. In addition to this plan, Arcada has established a concrete action plan for implementation and follow-up.

Actions and Goals

Equality between all (not just gender but also with regard to age, nationality, language skills, study mode: open UAS students and degree students etc.)

Goal 1:

Open UAS students are integrated into the same groups with degree students. Open UAS students take part in the same teaching and follow the same programme as degree students. Arcada does not differentiate between Open UAS and degree students. The only place where the student's status is visible is in the student register.

Responsibility: Study service

Implementation: 2019

Goal 2:

Open UAS students have the opportunity to become members of the student union ASK in the same manner as degree students. If the Open UAS students choose to become members of ASK, they receive the same benefits via ASK as degree students (when legally possible).

Responsibility: ASK

Implementation: 2019

Goal 3:

All documents essential to students and co-workers are made available at least in Swedish and English.

Responsibility: Respective unit / responsible person

Implementation: 2019

Goal 4:

Educate co-workers about gender awareness.

Responsibility: HR, management

Implementation: 2019

Goal 5:

In Swedish the term “hen” is used in contexts where you do not know or want to distinguish between sexes. (NB! No corresponding term exists in the English language, hence only applicable in the Swedish context)

Responsibility: All co-workers

Implementation: 2019

Goal 6:

One entrance to the main building is made accessible by wheelchair. Suggestion: the suitability of the so called personnel entrance is investigated by ARSK. An automated door or a sliding door are two alternatives.

Responsibility: Arcada Nova / ARSK

Implementation: 2020

Goal 7:

Some toilets are made gender neutral.

Responsibility: Arcada Nova

Implementation: 2019

Implementation: 2019

Goal 8:

All co-workers are made aware of opportunities for salary increase.

Responsibility: ARSK / HR

Implementation: 2019

Goal 9:

The requirements for the different pay grades are made more transparent

Responsibility: HR

Implementation: 2019

Goal 10:

The plan for gender equality and equal treatment is made easily available for students and co-workers on their respective websites. Attached to the plan is an easy to read table that covers the most important information. The plan is made published internally and externally to demonstrate good governance and to emphasize that Arcada as an institution considers this important. At the same time, the plan becomes easier to find when needed. A reader-friendly and a separate easy-to-read digital version is published as links to relevant content and to the plan as a whole (text format).

Responsibility: The communication unit

Implementation: 2019

Goal 11:

The plan is introduced to all students during the introductory course or through discussions with teaching tutors.

Responsibility: Amanuensis / prefect

Implementation: 2019

Goal 12:

Staff get an introduction to the plan when they begin working at Arcada (introduction for new co-workers).

Responsibility: HR

Implementation: 2019, 2020, 2021

Goal 13:

Questionnaires are used as basis for continuous review of how co-workers and students experience and perceive gender equality.

Responsibility: HR / study agency

Implementation: 2019, 2020, 2021

Goal 14:

Gender equality and equal treatment are addressed annually during development discussions.

Responsibility: Managers / managers with personnel responsibility

Implementation: 2019, 2020, 2021

Goal 15:

The Incy tool is easy to find. Staff and students are introduced to it and encouraged to use it.

Responsibility: HR, Security Manager

Implementation: 2019

Goal 16:

When possible Arcada promotes the work on gender equality internally and externally. This is done for example in connection with the Minna Canth day and other days that take celebrate eg. cultural diversity and equal rights to education.

Responsibility: ARSK

Implementation: 2019, 2020, 2021

Goal 17:

The plan is developed and discussed continuously with the students and the co-workers.

Responsibility: All co-workers and students (ASK)

Implementation: 2019, 2020, 2021

Goal 18:

The plan is interactive as an easy-to-read web version with links on the staff website.

Responsibility: Communications Unit / HR

Implementation: 2019

Legislation

Law on equality between women and men. <https://www.finlex.fi/sv/laki/ajantasa/1986/19860609>. Downloaded 20.12.2018.

Discrimination. <https://www.finlex.fi/sv/laki/alkup/2014/20141325>. Downloaded 20.12.2018.

