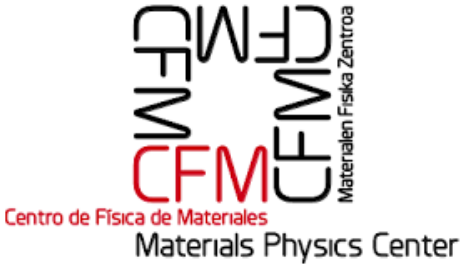


Materials Physics Center's (CFM) Gender Equality Plan Implementation Report 2023

February 2024



CONTENTS

- 01 Introduction**
 - 02 Structures for the development of the GEP**
 - 03 Implementation 2023**
- Annex: 2023 development**



01

Introduction



Introduction

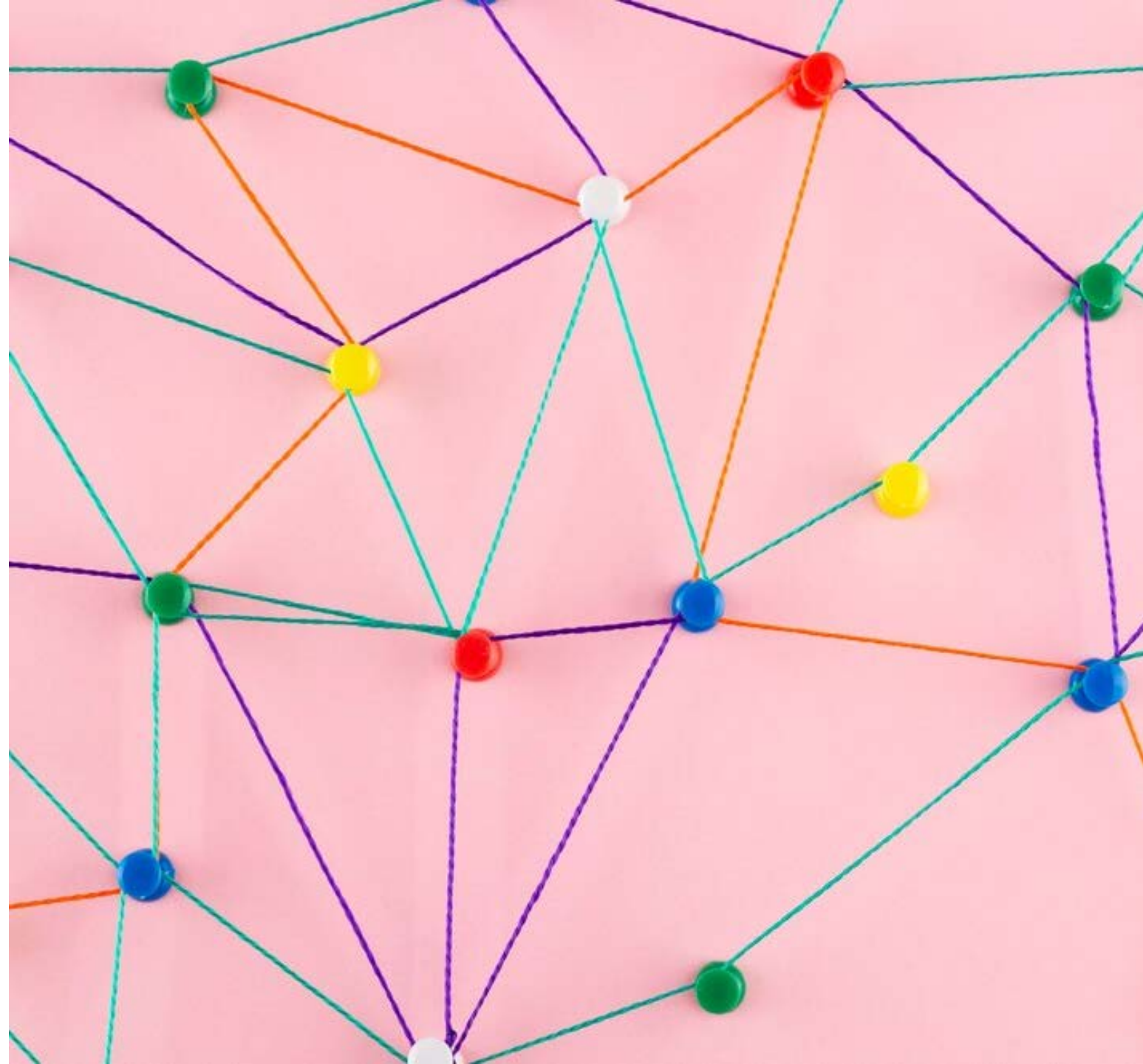
CFM started to work on gender equality in 2018 developing the [diagnosis of the situation of women and men in the institution](#).

Based on that diagnosis a [Gender Equality Plan \(GEP\)](#) was designed in 2019, which tried to propose changes or measures in all the weak points identified in the diagnosis.

Once we designed the action-plan for the following 4 years, it was time to get to work. In the following pages you'll find a **summary of what we've done during 2023**. In 2024 CFM will evaluate the implementation of its 1st GEP, renew the diagnosis and design its 2nd Inclusive Gender Equality Plan.

02

**Structures for the
development of the
GEP**



The Motor Group

Coordination of the GEP development

The Motor Group has been composed by the coordinator of the Plan, Idoia Mugica Mendiola, and Elhuyar Aholkularitza

The Group has met 6 times during 2023. CFM's Director and GEP's Responsible, Daniel Sanchez Portal also took part in the most strategic meetings.

In this meetings we coordinated the main responsibilities or tasks to develop the GEP actions and took strategic decisions. We have also done the follow-up and monitoring of the plan.



The Gender Equality Committee

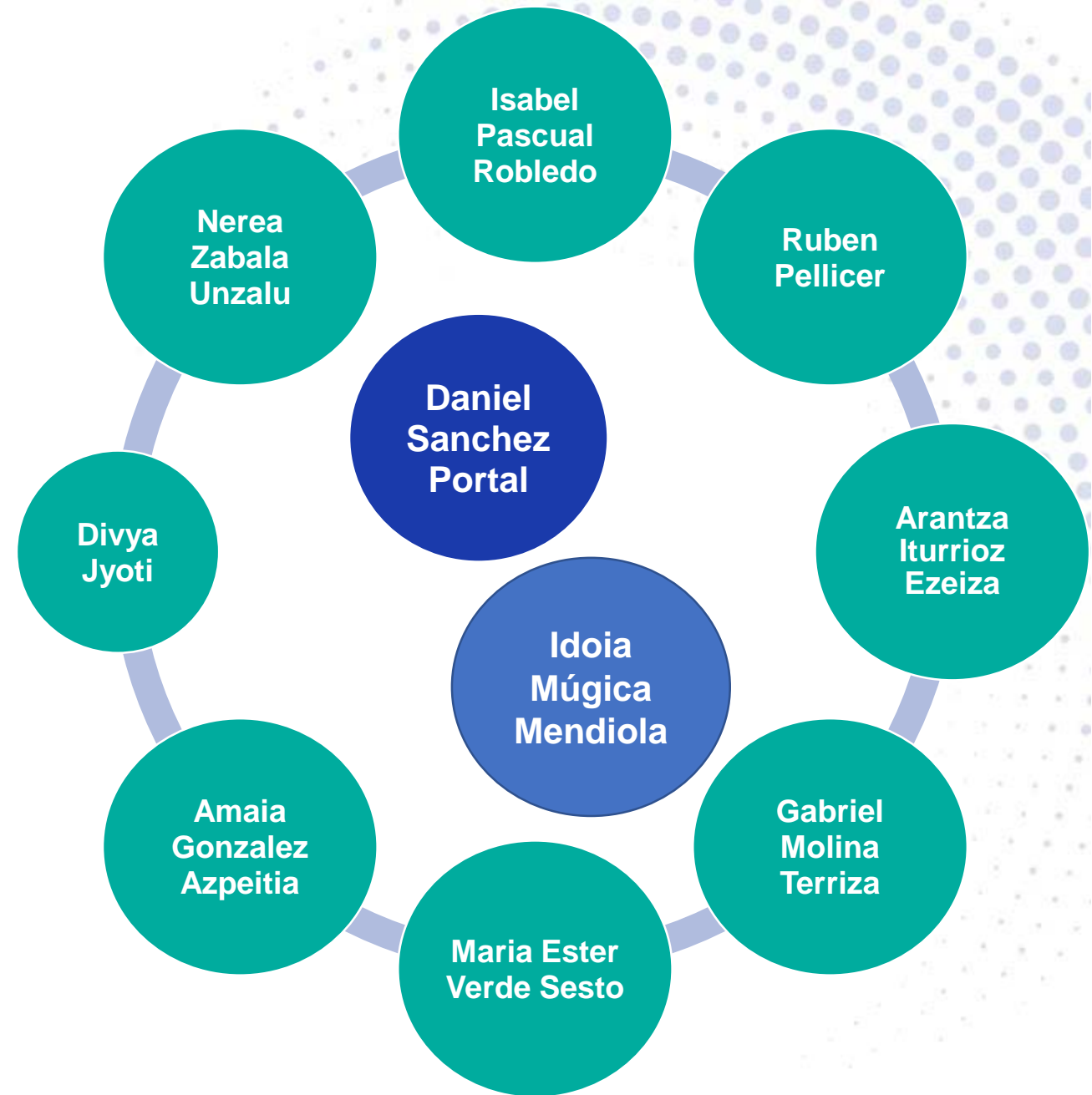
The Gender Equality Committee (GEC) was created for the process of designing the GEP. Members showed commitment and motivation with the topic. Therefore, it is **the main structure participating at the GEP implementation.**

Daniel Sanchez Portal is the GEC Responsible.

Idoia Mugica Mendiola is the GEP Coordinator, who leads the GEC.

The GEC also includes representatives of all the different positions in CFM, i.e., administration, services, and researchers at different levels. During 2023 3 new members joined the GEC.

You can contact the GEC at: genderequality.cfm@ehu.eus



03

Implementation 2023

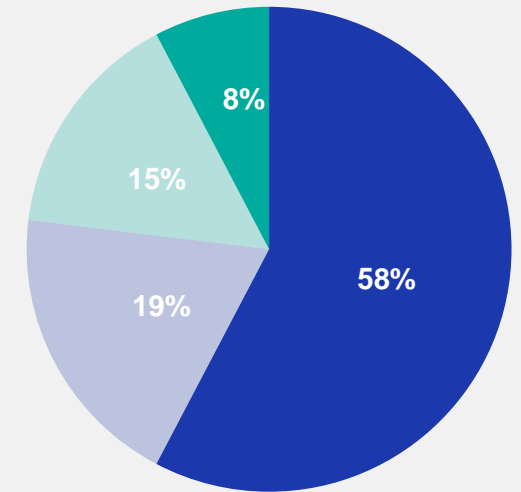


Implementation 2023

26 actions planned for 2023

There were 26 actions foreseen for this year, some of them were actions that have been delayed from other years due to different reasons. **77% of those 26 actions have been in place:** 58% of the actions have been completed and 19% of them are under development.

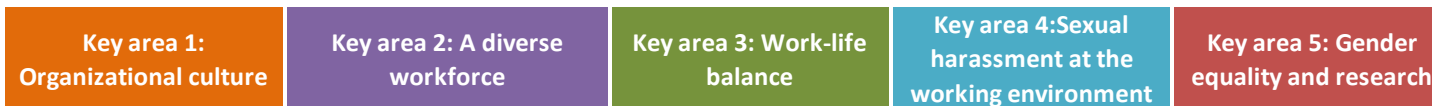
8% have not been started (2 actions), and 15% (4 actions) are in risk of not achieving the agreed timeline and won't be implemented during this GEP's implementation period. There are further details on those actions in the ANNEX, with comments and details on the implementation of all specific actions.



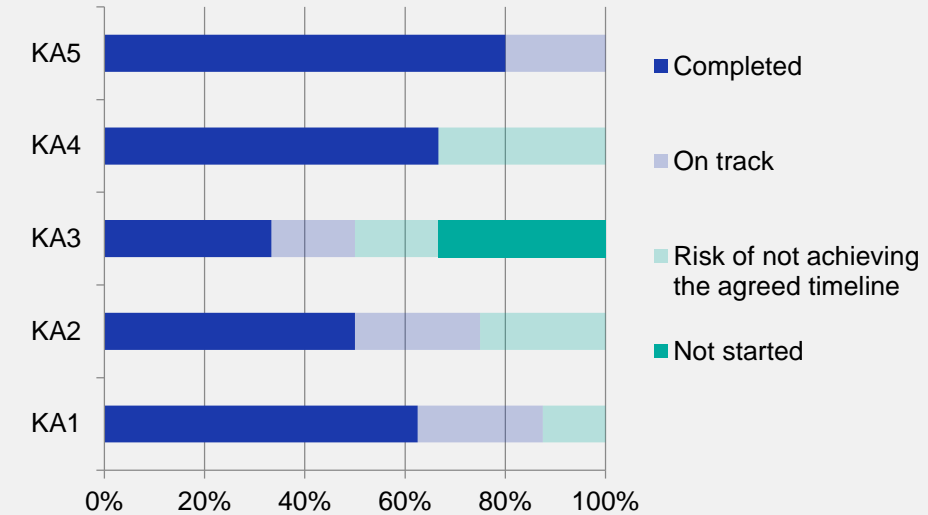
Completed actions	15
Actions on track	5
Risk of not achieving	4
Not started actions	2

Third year of implementation

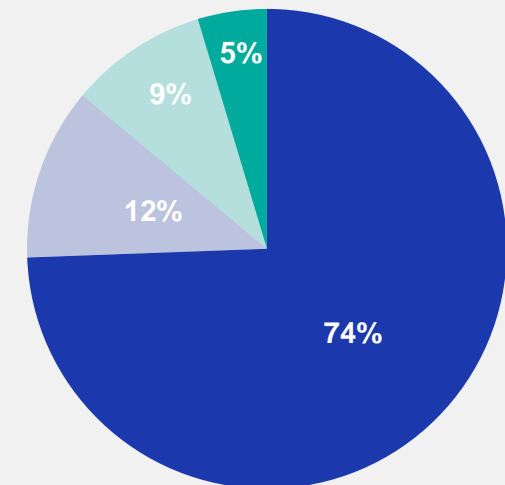
CFM's GEP has 5 different Key Areas. During this year of implementation, we have developed actions from all 5 Key Areas. Key Area 3 might seem to be less developed than the other Key areas, but this is due to the way actions in this area had been presented in the 1st GEP. The actions that will not be developed, were specific measures that had been proposed by colleagues in the diagnosis phase. However, having done a specific analysis on the reality of work-life balance (Survey (2022) and Report (2023)), the next GEP should consider the main results and propositions from this analysis, as a starting point to develop policy in this area.



If we look at the overall implementation of CFM's 1st GEP, we can see that **86% of the actions have been implemented**. The evaluation should focus on the extent the main objectives that were agreed have been achieved during these years.



Overall GEP implementation



GEP - Development in 2023

MOST SIGNIFICANT ACTIONS FROM 2023



Participation in other initiatives not included in the GEP

Besides these actions, and the ones already mentioned, CFM has also developed or taken part in the following initiatives:

- **Emakumeak Zientzian 2023**
- **Transferable Skills Training program**
- **Membership on Donostia /San Sebastian city equality council**

Emakumeak Zientzian 2023

For the benefit of society as a whole

emakumeakzientzian.eus

8-17/02/202

Since its inception in 2017 *Emakumeak Zientzian* initiative has grown to become a unite force of different research centers and science institutions consolidating a network and working force unprecedented. In 2023 this nonstop wave expanded to Bizkaia reaching **24 entities**, gathering more than 250 volunteers actively participating in the full program that aimed at all the public, including teenager women, school kids, elder women (above 55), and also the scientific community.

CFM together with CIC nanoGUNE, POLYMAT, CIC biomaGUNE, Achucarro, and Deusto Unviersity assumed the coordination of the initiative supported by Gipuzkoa and Bizkaia Council, Fomento DSS and Ikerbasque among other main sponsors. The main objectives remain to be:

- Make visible the activity of women in science
- Break with the typically masculine roles attributed to scientific-technical activities
- Encourage the choice of scientific careers among girls and adolescents.

ERTZAK (edges)

In addition, this year, the organisation wanted to focus on the importance of sharing a joint responsibility between women and men when it comes to promoting equal access and professional development for everyone. With this goal in mind, Janus Lester the artist, predoctoral researcher at CFM, and ally of Emakumeak Zientzian composed a hymn of the cause, to give a cheerful rhythm to the initiative, and also to reach out new allies to share responsibilities: "eman, hartu eskua; egin, utzi lekua..." (give, take the hand, make room). The hymn "Ertzak" is available in the main music platforms, as well as in the youtube channel of Emakumeak Zientzian.



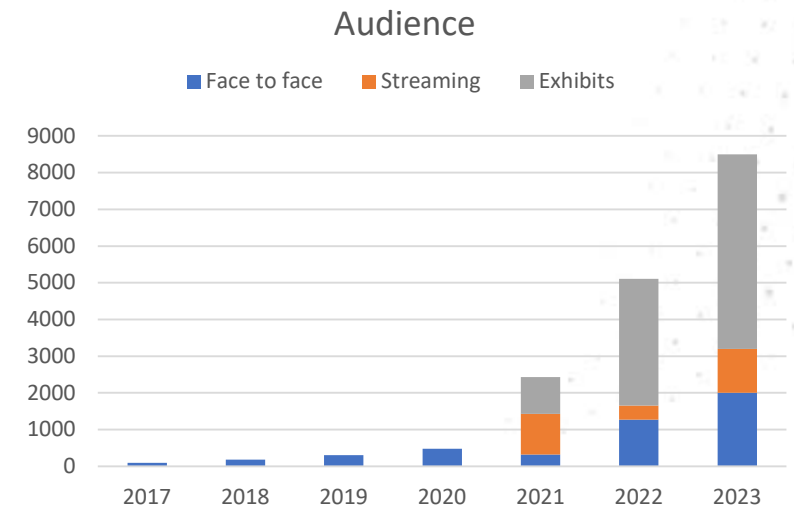
54 Activities

24 research centers
and science-related institutions

55.000 € of funding

+ 8500 attendees

+ 250 volunteers (87% women)



Transferable Skills Training Program

Equipping researchers with skills beyond the purely scientific is a challenge that institutions are beginning to take up in the framework of what is known as the "transferable skills" education programs. Organized by Aitzol García Etxarri (DIPC) and Gustavo A. Schwartz Pomeraniec (CFM), DIPC and CFM have launched a full program covering issues like stress management, time and career management or transformative leadership. **55 researchers** joined the **three courses organized in 2023** in the framework of this program.

Emotional Well-being in Science

Sofia Facal (Skills for Science and Industry)

DIPC

10, 19, and 24/05/2023

Time and Career Management

Sofia Facal (Skills for Science and Industry)

CFM

23-25/10/2023

Navigating the Research

Seas: Transferable Skills for PIs

Sofia Facal (Skills for Science and Industry)

DIPC

16, 23 and 30/11/2023

ANNEX

Implementation 2023



ANNEX

Implementation 2023

OBJECTIVES	ACTIONS	PROGRESS 2021-2022	COMMENTS
1.1. Create an inclusive organizational culture, with a gender-aware leadership and transparency at its core	1.1.3. Arranging regular GEP follow-up meetings with the Gender Equality Committee. Make sure that direction, management, leaders and administrative staff participate on them, to create ownership of the GEP, strengthen the potential of the plan, and maximize its impact.	Completed	The Direction of the centre participated at the GEC in 2023. The GEC met 3 times during the year.
	1.1.4. Monitoring the implementation of the GEP and creating a yearly report that includes level of achievement of the foreseen objectives and informing the senior management about it.	Completed	The motor group has regularly done the implementation monitoring. The Motor Group met 7 times during the year.
	1.1.6. Developing a communication plan that includes the initiatives linked to the gender equality and diversity policy of the institution.	Completed	Work-life balance Report was shared with the community. Welcoming Policy and Hiring processes 2023 Report were delayed and need to be yet sent on early 2024.
	1.1.7. Including the gender equality plan (GEP) into the next 4-year management plan that will be designed in 2022.	Completed	It has been included at the BERCC Plannification.

ANNEX

Implementation 2023

OBJECTIVES	ACTIONS	PROGRESS 2021-2022	COMMENTS
<p>1.1. Create an inclusive organizational culture, with a gender-aware leadership and transparency at its core)</p>	<p>1.1.8. Designing a Welcome Policy that will include: the gender equality and sexual and gender-based harassment polices which are in place; the center's internal norms and all relevant policies, etc.</p>	<p>On track</p>	<p>In 2023 an interdisciplinary working group was launched to work on this issue. After some analysis, collaborative work and connections with further co-workers, CFM is working on an updated version of its Welcoming Policy, and the need of an intranet was also aroused in the process. Minutes from the working group meetings contain the main conclusion.</p>
	<p>1.1.11. Analyzing the European Charter for Researchers and deciding if it is on the interest of MPC to ratify it.</p>	<p>Risk of not achieving the agreed timeline</p>	<p>This should be kept and reconsidered at the next GEP. It could be interesting for example, for Severo Ochoa funding.</p>

ANNEX

Implementation 2023

OBJECTIVES	ACTIONS	PROGRESS 2021-2022	COMMENTS
1.2. Promote diversity and inclusivity with the institutional use of language (written and visual)	1.2.1. Developing communication campaigns to enhance women's contribution to research. Official dates such as the 11th February 8th March, 17th May 5th July 25th November... could be used for this initiatives.	Completed	This action is done though the Emakumeak Zientzian initiative.
	1.2.3. Reviewing regularly any text, communication and/or images, from a gender equality and diversity standing point, use of language included.	On track	It is done, but is not systematized in the organization. In 2023 a GEC member took this action, and did some revisions in collaboration with the Outreach Manager.
2.1. Improve the gender balance at all work-positions and levels	2.1.5. Including gender equality criteria for the subcontract of external services in the contracting requisites.	Risk of not achieving agreed timeline	The issue has been analyzed but it is NA for CFM, as regular subcontracts are not done by the center. The University taked charge of those. No possibility to impact on them.
	2.1.9. Promoting direction team candidatures to be gender balanced (40/60)	Completed	New Direction-team starting on 2024.

ANNEX

Implementation 2023

OBJECTIVES	ACTIONS	PROGRESS 2021-2022	COMMENTS
<p>2. 2. Promote initiatives to support the career progression of the underrepresented gender to high and top positions</p>	<p>2.2.1. Organizing empowering activities for early career researchers and offering them training to increase their leadership skills, such as a world cafe with role models (It could be organized by CFM, or in cooperation with other research centers or with the AKADEME programme...).</p>	<p>Completed</p>	<p>This has been done through the Transferable Skills Training</p>
	<p>2.2.2. Enhancing visibility of the female role models from the institution (for representation, chairing meetings, keynote speaking at conferences, sharing carer good practices, etc.)</p>	<p>Completed</p>	
<p>3.1. Develop a working environment that facilitates the combination of work, family and private life for women and men</p>	<p>3.1.1. Providing institutional support programs for researchers after and before parental leave periods. (This action should go in line to the options offered by UPV/EHU and CSIC)</p>	<p>Not started</p>	<p>This actions have not been directly implemented but have been considered transversally in the Analysis done with the GEC based on the results of Work-life Balance Survey (2022). Conclusions can be found in the Report (2023)</p>
	<p>3.1.2. Developing feasibility plans for the creation of new welfare services in collaboration with other research institutions such as (UPV/EHU, DIPC, nanoGUNE...). For example, arrangements with service suppliers for kindergarten, child-care in case of a conference or congress, etc.</p>	<p>Not started</p>	

ANNEX

Implementation 2023

OBJECTIVES	ACTIONS	PROGRESS 2021-2022	COMMENTS
3.1. Develop a working environment that facilitates the combination of work, family and private life for women and men	3.1.3. Gathering the existing work-life balance measures provided by UPV-EHU, CSIC and MPC, and creating an informative leaflet that includes all the measures and the conditions to use each of them.	On track	Work-life balance survey Conclusion Report 2023 However, <i>Emakumeak Zientzian 2024</i> has tried to highlight the importance of the person behind the scientist, to show the lives behind the academic merits/public sphere. This was included as a point of the CFM's Good Practice Policy.
	3.1.4. Analyzing if the existing measures for work-life balance correspond with the specific needs of administrative and research staff.	Completed	
	3.1.5. Developing campaigns to encourage men to take parental leaves.	Risk of not achieving the agreed timeline	
	3.1.6. Scheduling work related meetings, or seminars within core hours. To make sure, people with caring responsibilities have the same options to attend.	Completed	

ANNEX

Implementation 2021-2022

OBJECTIVES	ACTIONS	PROGRESS 2021-2022	COMMENTS
4.1. Prevent and combat sexual and gender-based sexist harassment at CFM	4.1.3. Monitoring the implementation of the protocol and creating a bi-annual report	Completed	This has been done periodically by the Confidential Counsellors.
	4.1.6. Including an online training for raising awareness on sexual and gender-based violence as part of CFM's Welcoming Policy.	Risk of not achieving the agreed timeline	The online training has been postponed year by year, and it was not considered feasible right now. This could be re-considered at the evaluation/2 nd GEP design phase in 2024.
	4.1.8. Adopting a zero-tolerance approach towards sexism and communicating it through institutional resources (such as the website, social media or yearly activity reports...).	Completed	This has been included in the Good Practice Guidelines.

ANNEX

Implementation 2023

OBJECTIVES	ACTIONS	PROGRESS 2021-2022	COMMENTS
5.1. Promote gender-aware research excellency within and outside CFM	5.1.1. Enhancing visibility of co-responsible role models, who are successful, but also have other responsibilities and duties, such as care, hobbies, etc.	Completed	<i>Emakumeak Zientzian 2024</i> will have this focus.
	5.1.2. Training decision-makers and leaders in emotional intelligence, and how to emotionally approach different situations.	Completed	Done via Transferable Skills Training 2023.
5.2. Promoting gender diversity and inclusivity at congresses and conferences	5.2.1. Promoting gender balance (60/40 percentage) in all congress panels; requiring a justification for single-gender presence if needed.	On track	CFM's Good Practice Policy includes this, although justification has not been required.
	5.2.2. Publicly stating the zero tolerance to gender violence in all congresses. Writing an institutional paragraph to be read by the chairing person (man or women) in each congress.	Completed	The paragraph has been written by the GEC and shared with CFM's Community.
	5.2.3. Inviting female researchers to write their whole name in the posters, or references; to visibilize female researchers.	Completed	This measure was problematized by the GEC, and the issue was been included in the Good Practice Guidelines.