

# Materials Physics Center's (CFM) Gender Equality Plan Implementation Report 2020-2021 September 2021



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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. But due to the change on the Direction Board, and Covid-19 sanitaire crisis the implementation of the GEP was postponed for some months. In the following pages you'll find a summary of what we've done during the first year of implementation of the GEP, from September 2020 to July 2021.

02

## Structures for the development of the GEP



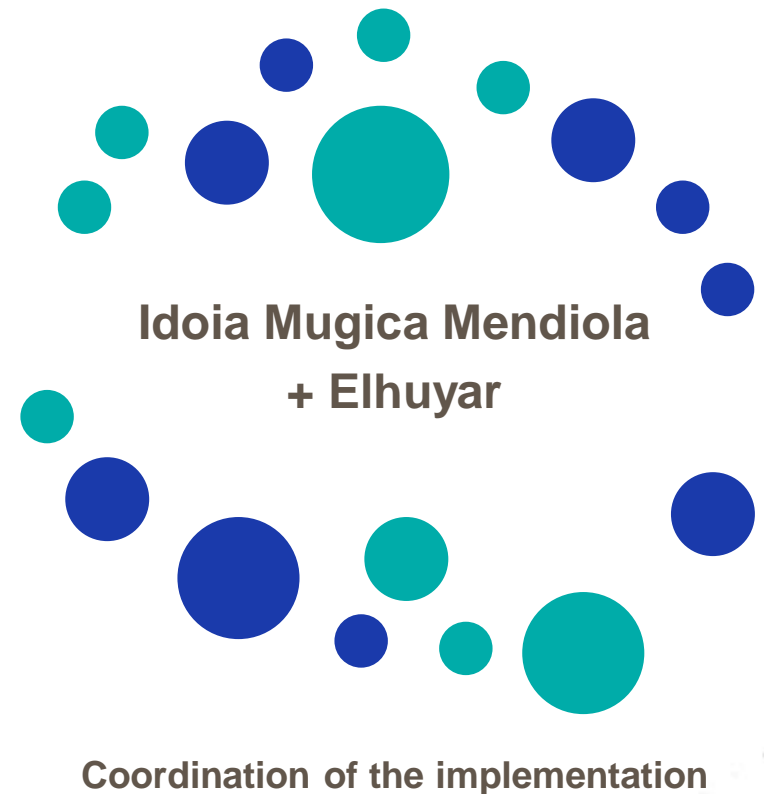
## The Motor Group

### Coordination of the GEP development

The Motor Group has been composed by the coordinator of the Plan and Elhuyar Aholkularitza (Idoia Mugica Mendiola and Naiara Arri Garcia).

The Group has met 5 times during the academic year 2020-2021, and will do a final meeting in September 2021 to evaluate the work done, and define the main steps for the next Academic Year. CFM's Director and GEP's Responsible, Daniel Sanchez Portal also took part at the first and final meetings.

In this meetings we coordinated the main responsibilities or chores to develop the actions and took strategic decisions. We have also done the follow-up 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/facilitates the GEC.

The GEC also includes representatives of all the labor strata present in CFM, i.e., administration, services, and researchers at different levels.

You can contact the GEC at: [genderequality.cfm@ehu.eus](mailto:genderequality.cfm@ehu.eus)



03

## First year of implementation





## First year of implementation

We started implementing the Plan in September 2020. The GEP design had finished in July 2019, but during autumn 2019 the Direction Board changed, and then the Covid-19 lock down arrived, and the situation did not help to launch the Plan development.

During the first year of implementation we have focused on the most urgent actions such as the design of the Sex and Sexual Harassment Protocol.

2018-2019

- Diagnosis
- Design of the GEP
- Creation of GEC

2020

- Change of the direction board
- Covid-19

2020-2021

- First year of implementation of the GEP

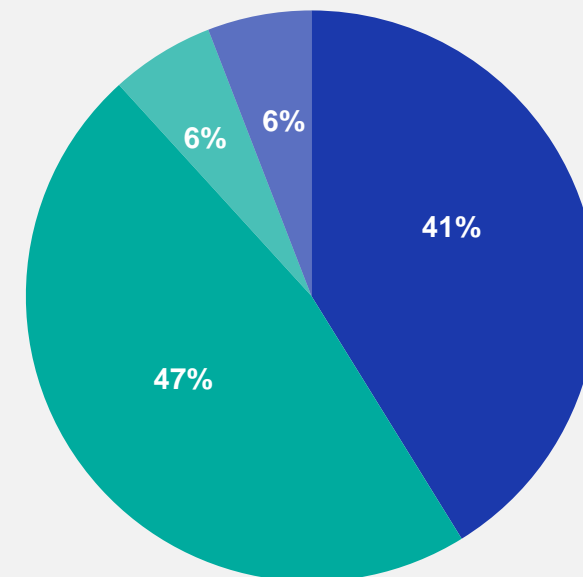
## First year of implementation

# 17 actions planned for this Academic Year

There were 17 actions foreseen for this academic year, and 88% have been in place: 41 % of the actions have been completed and 47 % of them are under development.

All of the actions that are on track are supposed to be developed during the four years of GEP implementation.

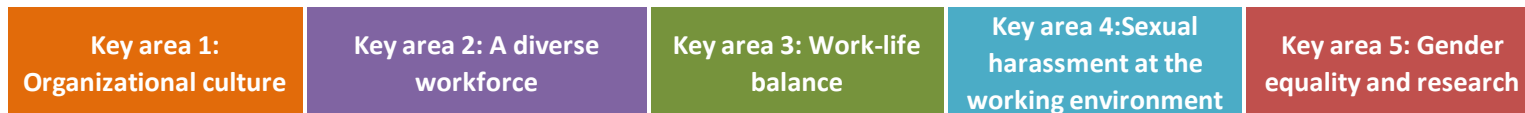
The action not started yet, is linked to public events and congresses, and was under responsibility of a member of the GEC who left the institution. Due to a change of legislation, we had to include another action for this year: registering the GEP according to the new legal requirements from the Spanish Ministry of Equality. Therefore, we had to postpone an action about the recruitment and promotion processes/criteria.



Completed actions	7
Actions on track	8
Not started actions	1
Actions postponed	1

## First year of implementation

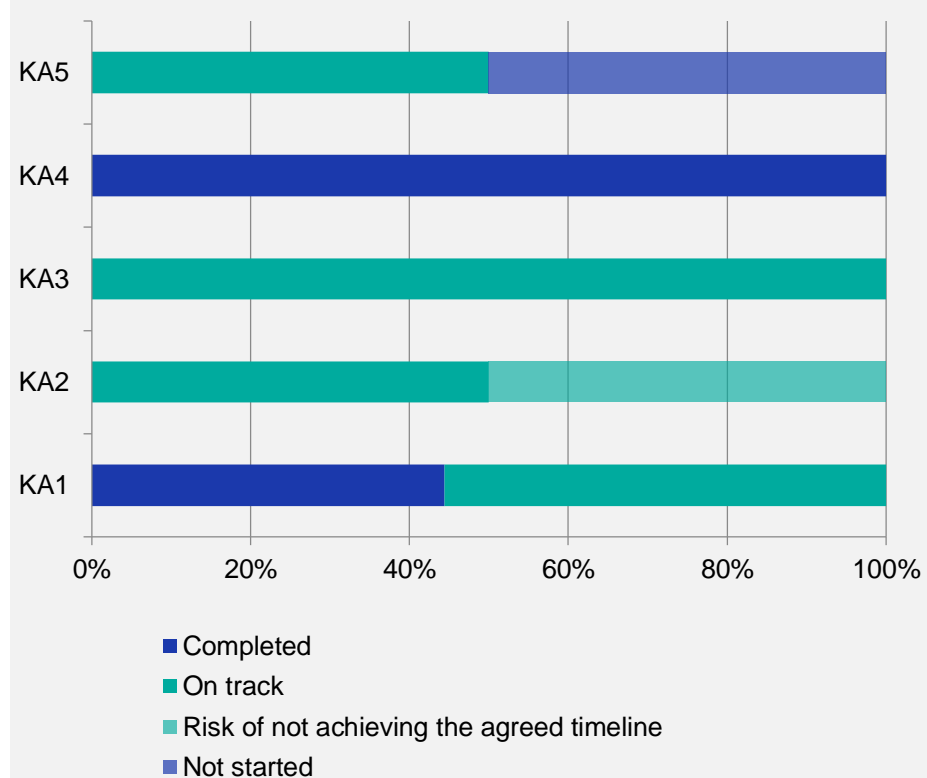
CFM's GEP has 5 different Key Areas. During the first year of implementation, we have developed actions from all 5 Key Areas.

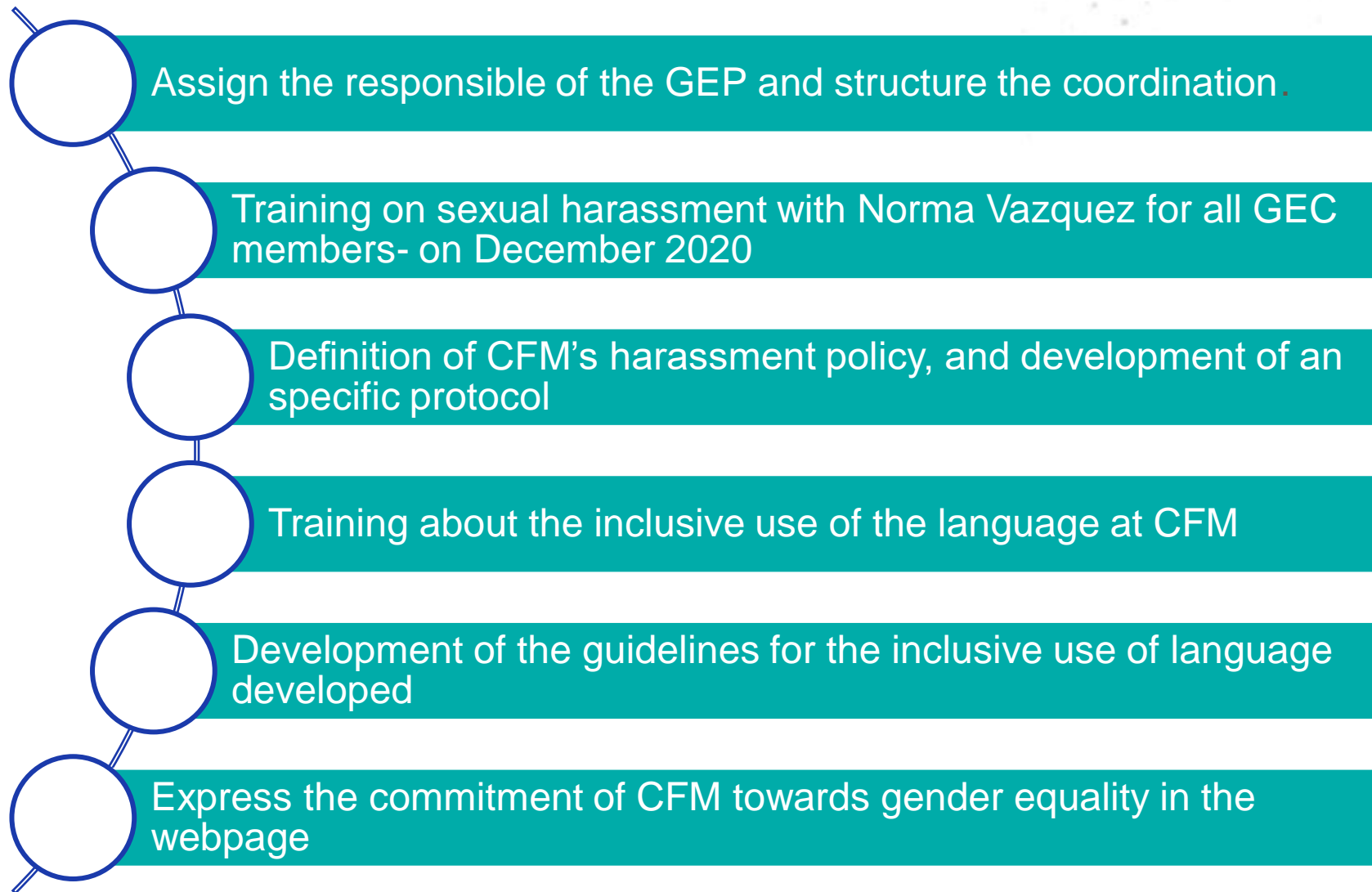


The KAs with the highest amount of actions were Key Area1, Organizational culture (4 actions completed) and Key area 4 (3 actions completed). This makes sense because most of the actions from KA1 were related to launching the Plan, and KA4 has been the main process developed during this academic year.

In the rest of the Key areas most of the actions are “On track” because they were planned to be developed during the whole development of the GEP.

In the following pages we mention the main highlights from this first year of implementation.





## Participation in other initiatives not included in the GEP

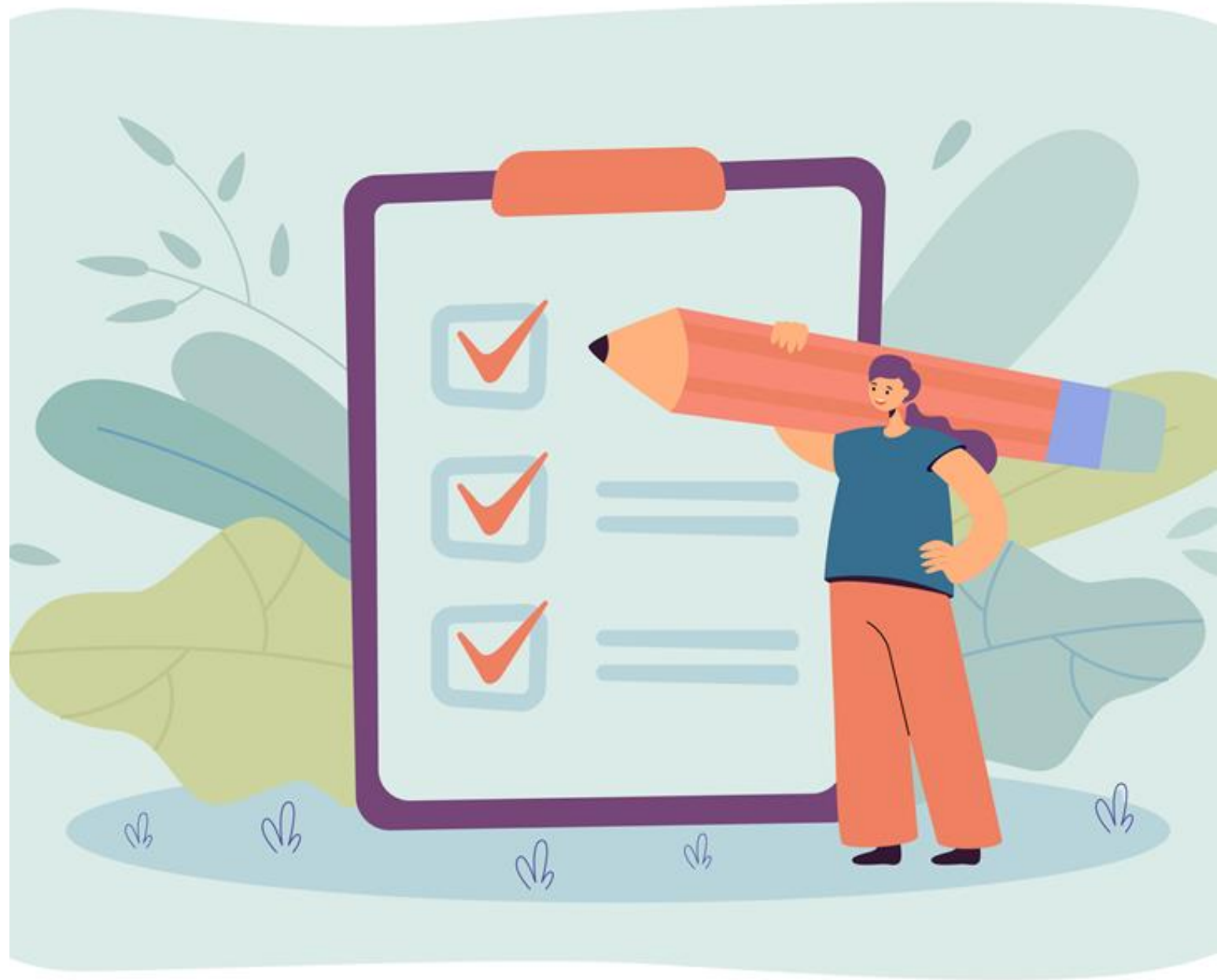
Besides these actions, and the ones already mentioned, CFM has also developed or taken part in the following initiatives:

- **Emakumeak Zientzian 2021**: Alliances with other institutions who are working towards Gender Equality
- The **GEC has started to share interesting articles** and information with all the community on a regular basis via [genderequality.cfm@ehu.eus](mailto:genderequality.cfm@ehu.eus)
- Two **Transferable Skills Trainings** have been organized focused on researchers at the early stages of their careers: Stress Management and Transformative Leadership.
- **Pride in Sciene**: Events organized in 2019 and 2020 aimed at giving visibility to the LGTBIQA+ community in Science
- **Gizonduz**: Presential workshop on masculinities and the prevention of sexual and sexist harassment at work (with at least 70% of male audience, and focused on group leaders)

More information in the Annex

# ANNEX

## Implementation 2020-2021



## Implementation 2020-2021

OBJECTIVES	ACTIONS	PROGRESS 2020-2021
<b>1.1. Create an inclusive organizational culture, with a gender-aware leadership and transparency at its core</b>	1.1.1. Appointing the person who will be responsible for CFM's GEP and informing about it to all the community.	Completed
	1.1.2. Organizing an open training session or seminar to present the GEP and the future steps on gender equality policy; this session could be an option to invite others to participate at the Gender Equality Committee, and it could also be used as a general introduction to gender equality.	Completed
	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.	On track
	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.	On track

## Implementation 2020-2021

OBJECTIVES	ACTIONS	PROGRESS 2020-2021
<b>1.1. Create an inclusive organizational culture, with a gender-aware leadership and transparency at its core</b>	1.1.5. Including the inclusive declaration of principles, and CFM's commitment towards gender equality in all the relevant institutional documents and resources: such as the website, official reports, flyers, etc.	<b>Completed</b>
	1.1.6. Developing a communication plan that includes the initiatives linked to the gender equality and diversity policy of the institution.	<b>On track</b>
	1.1.9. Including the sex variable in all the administrative databases and forms.	<b>On track</b>
	1.1.10. Including all people related data disaggregated by sex at the yearly activity report.	<b>On track</b>
<b>1.2. Promote diversity and inclusivity with the institutional use of language (written and visual)</b>	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.	<b>Completed</b>



## Implementation 2020-2021

OBJECTIVES	ACTIONS	PROGRESS 2020-2021
2.1. Improve the gender balance at all work-positions and levels	2.1.1. Reviewing the recruitment and promotion processes/criteria to include not only metrics but other aspects as well, as for example: team-working, effective collaboration, mentoring/empowering of colleagues and participation at the GEC.	Risk of not achieving the agreed timeline
2.2. Promote initiatives to support the career progression of the underrepresented gender to high and top positions	2.2.2. Enhancing visibility of the female role models from the institution (for representation, chairing meetings, keynote speaking at conferences, sharing career good practices, etc.)	On track
3.1. Develop a working environment that facilitates the combination of work, family and private life for women and men	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.	On track
4.1. Prevent and combat sexual and gender-based sexist harassment at CFM	4.1.1. Analysing UPV/EHU's and CSIC's existing protocols, and defining CFM's self-tailored protocol, to make sure it responds to the institution's specific needs.	Completed

## Implementation 2020-2021

OBJECTIVES	ACTIONS	PROGRESS 2020-2021
4.1. Prevent and combat sexual and gender-based sexist harassment at CFM	4.1.2. Identifying the person who will be responsible for this issue at CFM, the confidential counsellor, and communicating it to all the CFM community.	Completed
	4.1.4. Offering specific training on sexual and gender-based harassment to the confidential counsellor. (note: if the person changes, the training should be provided again)	Completed
5.2. Promoting gender diversity and inclusivity at congresses and conferences	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.	Not started
	5.2.3. Inviting female researchers to write their whole name in the posters, or references; as a way to visibilize female researchers.	On track