



Diversity, Gender Equality, Promotion of Women

GUIDELINE

In force since Juni 21st 2017

I. Preamble

PMU is committed to equal treatment without distinction based on gender, ethnic affiliation, religion or belief, age, or sexual orientation, and to creating positive and career-promoting conditions for women. It regards these concerns as a shared responsibility of all members of the university.

Diversity, gender equality, and the promotion of women must be appropriately reflected in the development plan, in personnel policy, and in research and teaching.

PMU considers women's, gender, and diversity studies to be an essential part of research and teaching. It is actively committed to ensuring that individuals are offered the same study and working conditions for scholarly research, teaching, and learning. Framework conditions are established that promote the compatibility of study/work and family, and that also provide positive support for members of other diversity groups.

II. Establishment of a role with responsibility for equal treatment matters (Equal Treatment Working Group, AKG)

(1) PMU establishes a designated function responsible for matters of equal treatment. This function is exercised by the Equal Treatment Working Group ("Arbeitskreis für Gleichbehandlung", AKG). The AKG comprises up to seven members, who elect a chairperson from among themselves; the chairperson is to be reported to university leadership. The AKG adopts its own rules of procedure.

(2) The mandate of the AKG is to prevent and address discrimination by university bodies on the basis of gender, ethnicity, religion or belief, age, or sexual orientation, and to advise and support members of the university community and its governing bodies in these areas.

(3) Members of the AKG are appointed by the Senate for a three-year term upon nomination by the Rector. If a member leaves before the end of the term, a successor is appointed for the remainder of that term. Members should hold a permanent employment contract with PMU corresponding to at least 35 percent of a full-time position.

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Approved by the Rector on 21.06.2017

(4) Responsibilities of the AKG:

- In cooperation with the Human Resources Department, the AKG formulates objectives and measures for implementing PMU's Plan for the Advancement of Women, for promoting gender equality, and for strengthening diversity, and submits these to the Rector for action.
- The AKG advises on measures to support members of the university community and students with disabilities. Following the opinion of the Disability Officer, the Rector decides on the proposed measures.
- University leadership must provide the AKG with all information required for the performance of its responsibilities, subject to data protection and other applicable legal requirements.
- The AKG nominates one of its members to serve on the appointments committee, in accordance with PMU's Appointment Regulations.
- The AKG is entitled to submit complaints to the Rector. It must be informed of any actions that have been decided or implemented in response.
- The AKG issues an annual report on its activities.

The university seeks to ensure that this Plan for the Advancement of Women, together with its underlying principles, is applied in an analogous manner within PMU subsidiaries in which the university holds a majority share.

III. Plan for the Advancement of Women

A. General Provisions

§ 1 Legal basis and guiding principles

(1) The Plan for the Advancement of Women at PMU is grounded in the Austrian Federal Constitution (notably Art. 7 B-VG), the Equal Treatment Act (GIBG), Federal Law Gazette No. 66/2004, and the Private Universities Act (PUG), Federal Law Gazette No. 74/2011. The Statutes of PMU further articulate the university's guiding principles and values.

(2) The guiding principles derive from the provisions of the Equal Treatment Act 2004 and from §§ 2 para. 1 subpara. 2 and §§ 4 para. 2 subpara. 3 and para. 5 of the Private Universities Act 2011.

§ 2 Scope

This Plan for the Advancement of Women applies to all members of PMU as defined in § 10 of the Statutes. Where appropriate, its provisions and measures also apply to individuals working at PMU who are not employed by the university.

§ 3 Objectives

By establishing and implementing the Plan for the Advancement of Women, PMU seeks to achieve the following objectives:

(1) Equal opportunity

Women are to be acknowledged as equal partners across all organizational units, hierarchical levels, roles, and areas of activity. Institutional conditions must be created and sustained that ensure women have full access to all domains of university work.

(2) Gender mainstreaming

PMU integrates the principle of gender mainstreaming into all of its decision-making processes.

(3) Advancement of women

PMU seeks to foster the scientific accomplishments of women, strengthen the pipeline of female early-career researchers, increase the representation of women in research projects and habilitations, and support female students. In administration, organization, and service units, targeted measures are to be implemented to prepare women for leadership roles.

(4) Increasing women's representation and eliminating underrepresentation

PMU aims to eliminate the underrepresentation of women across all organizational units, hierarchical levels, roles, and areas of responsibility.

(5) Prevention of disadvantage

Women must not be disadvantaged in relation to employment or study at PMU.

(6) Women's and gender studies

Research and teaching are to incorporate women's and gender studies more substantively and systematically.

(7) Enhancing the working environment

To ensure a humane and supportive working environment for all PMU personnel, the university will in particular safeguard the following:

- a. The ability to reconcile study or professional responsibilities with family commitments
- b. Protection of dignity in the workplace, including preventive and responsive measures against sexual harassment and bullying.

(8) Communication

Robust internal communication on gender equality is to be ensured and strengthened, as it is a crucial foundation for the effective implementation of these principles by all members of PMU.

§ 4 Gender-inclusive language

(1) All governing bodies and members of PMU are required to use gender-inclusive language in communications, forms, speeches, and all messages directed to the public or to the university community. Written and oral expressions must either explicitly use both feminine and masculine forms or employ gender-neutral terminology.

(2) The use of blanket clauses indicating, at the beginning, end, or in footnotes of a text, that all personal designations apply to all genders is no longer permissible. Existing regulations must be revised to comply with paragraph (1) at the time of their next amendment.

§ 5 Obligation to promote women

(1) Measures aimed at advancing women are intended to eliminate their underrepresentation across all organizational units, hierarchical levels, functions, and areas of activity.

(2) All members of the university, and especially its leadership bodies and individuals with managerial responsibilities, are required to contribute to achieving this objective within the scope of their authority.

§ 6 Definition of underrepresentation

Women are considered underrepresented when they constitute fewer than 40 percent of employees at a given hierarchical level or within a specific staff category of an organizational unit.

§ 7 Monitoring of women's representation

(1) The proportion of women is to be assessed annually and updated each year. The results are documented in a formal report.

(2) Data collection must cover the following areas (personnel categories as defined in the Statutes):

- a. Personnel:
 - Academic staff (professors, associate professors, academic research and teaching staff)
 - Other university personnel, with leadership roles reported separately
- b. Students, including alumni
 - Incoming students
 - Graduates of each individual degree program
 - First and second degrees completed
- c. Teaching: The share of women among teaching staff must be recorded for each program, disaggregated by the respective teaching categories.

B. Research

§ 8 Supporting women in research

PMU aims to increase the number of women progressing into scientific careers following diploma and master's studies. The Equal Treatment Officer advises the Rector on appropriate measures to achieve this objective, including targeted scholarships, mentoring programs, advisory services, and applications to research funding bodies.

§ 9 Gender-related reporting requirements

Research reports must incorporate gender-disaggregated analyses to monitor and support the advancement of women in research.

C. Teaching

Instruction should be designed and delivered in accordance with the principle of gender equality and in a gender-sensitive manner. This includes the use of inclusive language, the avoidance of discriminatory examples or formulations, and a reflective, analytically grounded engagement with gender-related issues.

Gender considerations must be integrated into the curricula of all degree programs. In the Human Medicine program, the inclusion of gender medicine content is expressly required.

§ 10 Women's participation in teaching

Across all academic programs and university courses, the proportion of women in teaching roles should be increased to at least 40 percent in each category, provided this is achievable within existing staffing structures and legal parameters.

§ 11 Evaluation of teaching

(1) Teaching evaluations must determine whether instruction is delivered in a manner consistent with gender-equality principles and whether gender perspectives are appropriately integrated. This includes the use of inclusive language, the avoidance of discriminatory examples or assignments, and the expectation that gender-related issues are treated with analytical rigor rather than uncritical presentation.

D. Students

§ 12 Increasing women's representation

All academic programs should strive for a balanced gender composition within their student cohorts.

§ 13 Balancing study and caregiving responsibilities

PMU is committed to enabling students to reconcile pregnancy, parenthood, and the care of dependent family members with their studies and the completion of their academic programs.

E. Personnel and Organizational Development

§ 14 Personnel and Organizational Development

(1) Implementing the mandate to advance women

Consistent with the institutional mandate to advance women, PMU aims to increase and sustain women's representation to at least 40 percent across all organizational units, hierarchical levels, roles, and areas of activity.

(2) Recruitment and selection processes

To foster greater diversity and inclusivity, all recruitment and selection processes at PMU (whether conducted through open calls or alternative procedures) must be structured to preclude discrimination based on gender, ethnicity, religion or belief, age, or sexual orientation.

(3) Career development, training, and professional development

- a. PMU supports career advancement in administrative, organizational, and academic roles through the establishment of a comprehensive personnel development strategy.
- b. The specific professional needs of women, including family responsibilities, pregnancy, and re-entry after career interruptions, must be acknowledged and supported through flexible working arrangements, alternative work modalities where feasible (e.g., remote work, telecommuting), and dedicated re-entry programs designed to facilitate women's continued career progression.

§ 15 Recruitment announcements

(1) Recruitment notices for positions and leadership roles must include a statement explicitly encouraging qualified women to apply in any personnel category in which women are underrepresented.

(2) The selection of reviewers must reflect a balanced gender composition.

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(3) Draft announcements for leadership positions must be submitted to the Equal Treatment Officer (GBB) at least seven days prior to publication.

(4) The university must ensure that leadership position announcements are accessible to qualified female candidates and must actively encourage their applications.

(5) Re-announcement procedures

- a. If, by the end of the application deadline, no applications from qualified women meeting the appointment criteria have been received, the GBB must be informed of the measures undertaken to identify suitable female candidates (see § 20(6)).
- b. The Rector, after consulting the GBB, determines whether the position must be re-advertised prior to commencement of the selection process.

§ 16 This Plan for Diversity, Gender Equality, and the Advancement of Women enters into force on January 1st, 2016.