



**Politécnico
de Coimbra**

Plan for Gender Equality and Non-discrimination

2023-2025



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Initialisms list

AE	Student association
CTC	Technical-Scientific Council
CEDAW	Convention on the Elimination of all Forms of Discrimination Against Women
DGA	Academic Management Department
DGPI	Heritage and Infrastructure Management Department
DGRH	Human Resources Management Department
ESAC	Coimbra Agriculture School
ESEC	Coimbra Education School
ESTESC	Coimbra Health School
ESTGOH	Oliveira do Hospital Management and Technology School
GAE	Student Support Office
GAJ	Legal Advisory Office
GCII	Institutional Communication and Image Office
GIC	Community Interface Office
GQ	Quality Office
i2A	Applied Research Institute
IG	Gender equality (GE)
IGND	Gender equality and non-discrimination (GEND)
IPC	Polytechnic Institute of Coimbra
ISCAC	Coimbra Business School
ISEC	Coimbra Institute of Engineering
ONU	United Nations (UN)
SADF	Performance and Training Evaluation Service
SASIPC	Social Services of the Polytechnic Institute of Coimbra
SC	Central Services
SSOA	Occupational and Environmental Health Service
UC	Curricular unit
UOE	Teaching Organic Unit
UOI	Research Organic Unit

1. INTRODUCTION

Equality between women and men means, on one hand, that all human beings are free to develop their skills and make their choices, regardless of the restrictions imposed by roles traditionally assigned to women and men and, on the other hand, that women and man's diverse behaviours, aspirations and needs are equally considered and valued.¹

The principle of equality between women and men is recognised internationally, firstly in the Universal Declaration of Human Rights and then, in the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), at the Beijing Platform for Action, and the United Nations (UN) Resolution "Transforming our world – the 2030 Agenda for Sustainable Development".

Within the framework of European institutions, gender equality primacy is reflected in key documents such as the European Convention on Human Rights, the European Social Charter, the Treaty on European Union and the Charter of Fundamental Rights of the European Union.

In Portugal, the principle of equality and non-discrimination has been established in the Constitution since its original version in 1976. The promotion of equality between women and men is constitutionally attributed to the State as one of its fundamental duties, and the direct and active participation of men and women in political life is considered a fundamental condition and instrument of the democratic system consolidation. Moreover, work organization in socially dignifying conditions, to allow personal fulfilment and work-family life balance, is considered a right of all workers, without sex-based discrimination.

In 2018, the Council of Ministers Resolution 61/2018 of May 21 approved the National Strategy for Equality and Non-Discrimination – *Portugal + Igual* focused on eliminating stereotypes and embodied into three action plans: equality between women and men; prevention and combat violence against women and domestic violence; and fight against discrimination based on sexual orientation, gender identity and expression, and sexual characteristics.

The Resolution of the Council of Ministers no.61/2018, recognises equality and non-discrimination as a condition for building a sustainable future in Portugal, as a country effectively carrying out human rights and fully ensuring the participation of all citizens

It is in this context, recognising the importance of the principle of gender equality as a principle of citizenship and social justice, and not neglecting the fight against all forms of discrimination and the promotion of inclusion, the Polytechnic of Coimbra (IPC) draws up this Plan for Gender Equality and Non-discrimination, hereinafter referred to as Plan.

¹ European Commission (1998), *One hundred words for equality: A glossary of terms on equality between women and men*. Brussels: European Commission.

2. STRATEGIC FRAMEWORK

2.1 MISSION, VISION AND VALUES

MISSION

According to its Statutes, the Polytechnic Institute of Coimbra is a higher education institution broadly oriented towards polytechnic education objectives, namely:

- a) Training students with a high level of qualitative demand in humanistic, cultural, scientific, artistic, technological and professional aspects;
- b) Preparing students for labour market insertion and integration and for successful professional performance;
- c) Training professionals with problem-solving, cooperative work and leadership skills, developing their commitment to ethical behaviour and respect for others and society, thus preparing them to be demanding, informed, productive, responsible and actively involved citizens in the cultural, educational, economic, scientific, social and political development of the community;
- d) Conducting research and applied research activities;
- e) Providing services to the community, pursuing knowledge transfer and mutual valorization;
- f) Exchange with national, foreign and international institutions;
- g) Contributing, within its scope of activities, to international cooperation and to the encounter of peoples and communities;
- h) Creating an environment of debate and open exchange of ideas, where creativity, discovery and personal and social development of all its members may occur.

Within the framework of the Polytechnic subsystem vocation, the Polytechnic Institute of Coimbra is responsible for:

- Carrying out study cycles aimed at the awarding of academic degrees, as well as other post-secondary courses, postgraduate training courses and others, in accordance with the law;
- Creating an educational environment appropriate to its purposes;
- Carrying out research as well as support and participation in scientific institutions;



- Transfer and economic and social valorization of scientific and technological knowledge;
- Carrying out vocational training and knowledge update;
- Providing community services and development support;
- Cultural, scientific and technical cooperation and exchange with similar national and foreign institutions;
- Contributing, in its scope of activity, to international cooperation and rapprochement, with special emphasis on Portuguese-speaking countries and European countries;
- Producing and disseminating knowledge and culture;
- Granting, credits and equivalence, and recognizing degrees and academic qualifications in accordance with the law.

VISION

The Polytechnic of Coimbra must be an institution open to citizenship and cooperation between people, as well as to the interaction of cultures, respecting the values of independence, tolerance, humanism and excellence. In this sense, it must value the work of its professionals, teachers and non-teaching staff, and of its students, creating an environment where intellectual rigour, ethics, freedom of opinion, creativity and innovation stimulus and merit recognition are a constant. The IPC must see current and former students as the pillars of its connection and affirmation in society, creating and maintaining close ties with them.

VALUES

The Polytechnic of Coimbra must strive for a set of enhancement values to guarantee students and their families that not only do we offer labour market-oriented training, but also do so respecting the core values that should guide them throughout life:

- Citizenship;
- Humanism;
- Excellence;
- Rigour;
- Ethics;
- Equality;
- Independence;
- Tolerance;
- Freedom;

- Fraternity.

2.2 ORGANIZATION

The IPC is a legal entity of public law, endowed with statutory, pedagogical, scientific, cultural, administrative, financial, disciplinary and patrimonial autonomy.

The Polytechnic Institute of Coimbra includes:

- **Six Teaching Organic Units (UOE)** with statutory, pedagogical, scientific, cultural, administrative and disciplinary autonomy (five in different locations in the city of Coimbra and one in Oliveira do Hospital)
 - Coimbra Agriculture School (ESAC);
 - Coimbra Education School (ESEC);
 - Oliveira do Hospital Management and Technology School (ESTGOH);
 - Coimbra Health School (ESTeSC);
 - Coimbra Business School (ISCAC);
 - Coimbra Institute of Engineering (ISEC);
- **One Research Organic Unit (UOI)** with statutory, pedagogical, scientific, cultural, administrative and disciplinary autonomy – Applied Research Institute (i2A);
- **Two Organic Units of Training and Development Support (UOA)** holding administrative and disciplinary autonomy
 - INOPOL — Entrepreneurship Academy;
 - Penedo da Saudade Cultural Centre;
- **The Central Services (SC)**, whose function is to ensure services common to the institution and to monitor the activity of the organic units of the Polytechnic Institute of Coimbra;
- **The Social Action Services (SASIPC)**, conceived to ensure the functions of school social action to students at the Polytechnic Institute of Coimbra holding administrative and financial autonomy.

3. CHARACTERIZATION OF THE IPC ACADEMIC COMMUNITY

To better understand IPC's reality, we present a brief characterization of its academic community with sex-disaggregated data, taking the situation as of 31.12.2021 as a reference, according to IPC's Social Balance of 2021 and considering the data collected by the Academic Management Department to draw up the 2021 2nd semester report.

On December 31st, 2021, the IPC had a total of 1,214 workers (management body members, managers, teachers, researchers and non-teaching staff), out of which 669 were women and 545 men.

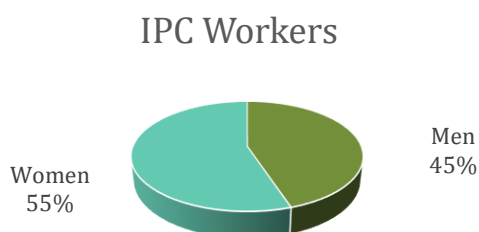


Figure 1: Distribution of IPC workers by gender

While in the management bodies of the Organic Units and Services (President, Vice-Presidents and Pro-Presidents of the IPC; Presidents, Vice-Presidents, Directors and Deputy Director of the OU; and the Social Action Services Administrator) there were more men than women (17 men and 13 women), the middle management positions (Secretaries, Division Heads and Service Coordinators) were occupied mainly by women (22 women and 6 men).

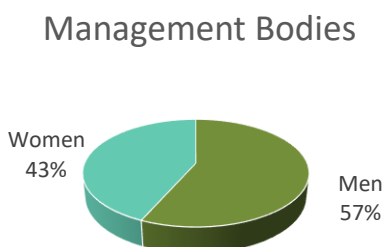


Figure 2: Distribution of management body members by gender

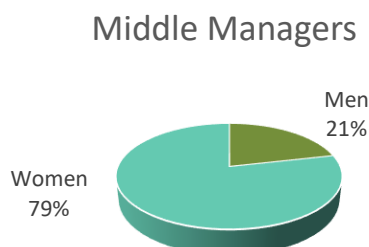


Figure 3: Distribution of middle management position holders by gender

As for teachers and researchers, there was a balance between women and men, with 356 women and 404 men, as opposed to non-teaching staff with most women (278 women and 118 men).

Teachers and Researchers



Figure 4: Distribution of teachers and researchers by gender

Non-teaching staff

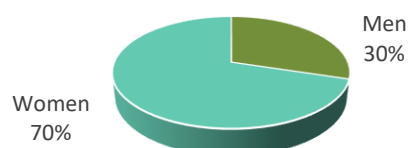


Figure 5: Distribution of non-teaching staff by gender

As for enrolled students in the IPC as a whole on December 31st, 2021, there was a balance between women and men, with 5,708 women and 5,926 men.

Students

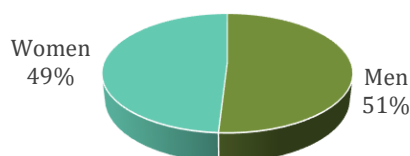


Figure 6: Distribution of students by gender

4. GENERAL OBJECTIVES

The Plan's general objectives are to strengthen the integration of the equal treatment principle in IPC's organizational culture and to continuously promote effective equal treatment, opportunities and participation in the Institution.

5. SPECIFIC OBJECTIVES AND ACTION PLAN

The Plan's design was based on IPC's internal assessment of gender equality and non-discrimination in order to identify strengths and improvement needs.

The Plan is structured in four areas of intervention:

- **Organizational/institutional culture;**
- **Human resources management;**
- **Teaching, learning and research;**
- **Work/school life - family and personal life balance.**



Following are the specific objectives to be achieved and the actions to be carried out for each of these areas, as well as their timing and the indication of the entities responsible for their implementation.

Intervention areas	Specific objectives	Actions	Timing			Responsibility
			2023	2024	2025	
Organizational/ institutional culture	Integrate GE promotion and the fight against discrimination in the institutional strategy	Set up the GEND Commission	X			IPC Presidency
		Disseminate the Plan among all workers and students	X			IPC/UEO Presidency UOI/UAO Board SASIPC Administration
		Include GEND principles in the institution's strategic documents	X	X	X	IPC/UEO Presidency UOI/UAO Board SASIPC Administration
		Ensure gender-balanced representation when setting up working groups/commissions	X	X	X	IPC/UEO Presidency UOI/UAO Board SASIPC Administration
		Integrate the gender variable in administrative and statistical information collection processes, when applicable	X	X	X	IPC/UEO Presidency UOI/UAO Board SASIPC Administration
		Organize events and initiatives aimed at promoting GEND		X	X	IPC/UEO Presidency UOI/UAO Board SASIPC Administration/ AE/GEND Commission
		Submit applications and implement accessibility improvement projects for people of limited or reduced mobility	X	X	X	IPC-DGPI/SSOA
		Adapt sanitary facilities (WC) for universal use, regardless of sex, gender or physical condition	X	X	X	IPC-DGPI/SSOA
		Create and disseminate an inclusive language Guide		X		GEND Commission
		Disseminate the rights related to self-determination of gender identity and gender expression		X		GEND Commission
		Follow up and monitor the Plan's implementation	X	X	X	GEND Commission



Intervention areas	Specific objectives	Actions	Timing			Responsibility
			2023	2024	2025	
Organizational/ institutional culture	Prevent discrimination based on ethnicity, skin colour, disability, sex, sexual orientation, gender identity and expression, harassment (moral and/or sexual) and violence (homophobic, transphobic, inter-phobic,...)	Create specific procedures for reports of victims of discrimination, harassment or violence in the IPC academic community	X			IPC Presidency
		Disclose and monitor the reporting procedures for discrimination, harassment or violence that may be created	X	X	X	IPC/UEO Presidency UOI/UAO Board SASIP Administration
Human Resources Management	Ensure equal access to employment, career development and professional valorization	Ensure the use of inclusive and non-discriminatory language when writing job offers	X	X	X	DGRH
		Ensure gender balance in the constitution of recruitment, selection and evaluation boards	X	X	X	IPC/UEO Presidency UOI/UAO Board SASIPC Administration CTC
		Ensure and monitor the composition evolution by genre of IPC's management and decision-making bodies	X	X	X	IPC/UEO Presidency UOI/UAO Board SASIPC Administration/ GEND Commission
		Prepare the Welcoming Manual and include a chapter for the GEND theme	X			DGRH
		Develop and implement training plans considering the need to ensure equal qualification opportunities	X	X	X	IPC-GAVIP



Intervention areas	Specific objectives	Actions	Timing			Responsibility
			2023	2024	2025	
Teaching, learning and research	Promote the integration of the GE theme in research and teaching and equal opportunities in learning	Diagnose human rights inclusion and gender equality themes in the CU syllabus		X		GEND Commission
		Train teachers and researchers for the integration of the GEND theme in research, teaching and knowledge transfer		X	X	IPC/UOE Presidency UOI Board
		Promote internal dissemination of research work carried out under GEND	X	X	X	UOI
		Implement the Network Support Program for Students with Special Educational Needs	X	X	X	SASIPC-GAE/AE
		Raise awareness of inclusive language use in promoting GEND	X	X	X	GEND Commission
Work/school life - family and personal life balance	Promote balanced management of work/school life with family and personal life	Disseminate parenthood protection and family care rights	X			IPC-DGRH
		Revise the IPC Working Hours Regulation, including teleworking rules		X		IPC-DGRH/GAJ
		Disseminate students' parental rights	X			IPC-DGA/GAJ
		Disseminate special higher education attendance regimes	X			IPC-DGA/GAJ



Intervention areas	Specific objectives	Actions	Timing			Responsibility
			2023	2024	2025	
Work/school life - family and personal life balance	Promote balanced management of work/school life with family and personal life	Identify and disseminate existing protocols with organizations providing host, education, health, well-being and leisure services, and establish new protocols with benefits for the IPC academic community	X	X	X	IPC-GCII/GIC/SSOA
		Listen to the IPC academic community to identify other measures intended to help reconcile professional/school life with family and personal life	X			GEND Commission/IPC-SSOA

6. FOLLOW-UP AND MONITORING

The Plan's implementation follow-up and monitoring of the implementation of the actions therein foreseen will be ensured by a multidisciplinary Commission appointed by order of the IPC President, composed of representatives of all Organic Units, SASIPC and SC, respecting equitable gender representation.

The Commission shall also prepare an annual report on the fulfilment of the Plan's implementation and present recommendations for its revision.

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Title: Plan for Gender Equality and Non-discrimination of the Polytechnic Institute of Coimbra

Publisher

Gabinete de Assessoria Jurídica
Serviço de Saúde Ocupacional e Ambiental

Version 02

03/02/2023

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