



University  
of Basel

# **Action Plan.**

## **Equal Opportunity, Diversity & Inclusion 2022-2025**

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## Introduction

This document substantiates the objectives set out in the “Strategic Position: Equal Opportunity, Diversity & Inclusion at the University of Basel 2022–2030” document and outlines planning at measures level. This supersedes the “Equal Opportunities Action Plan 2017–2020.” Both documents fulfill the requirements for equal opportunities plans as an admissions criterion for the “Horizon Europe” research funding program.

We live in an exciting, dynamic time of great social challenges and changes. Even now, an active culture of equal opportunities and diversity proves to be an important factor for success. Swiss universities are opening up steadily to an ever-larger proportion of society. Women and men are studying, conducting research, working and playing their part in care work. Many of the demands made by the previous feminist movement have been met – others have not. Other dimensions of diversity are increasingly becoming the focus of public discourse. Awareness of the interplay between various dimensions of diversity (intersectionality) is becoming increasingly central.

The University of Basel is engaging actively with the challenges emerging from these developments. In recent years, much has already been achieved; the foundations for respectful interactions have been laid. In the coming years, all students, researchers and staff should be empowered to live and experience these values. With the establishment of the Vice President’s Office for People & Culture in 2021, the organizational commitment to providing active support to this cultural transformation came into effect.

In the context of Diversity & Inclusion, the University of Basel’s focus is on **visibility** and **networking**. Time and again, raising awareness of existing services proves to be a challenge. This is about to change: By improving its communications policy, the central office for Diversity & Inclusion will provide enhanced support for discussion, dialog and participation, increasing awareness and expertise around themes of diversity on the one hand and encouraging networking and engagement on the other. As an example, by means of themed diversity talks, links will be formed between various members of the university and discussion will take place between various stakeholders, while clarifying specific needs.

A significant part of the university’s identity concerns teaching and research. The objective in this instance, alongside individual pilot projects, is to increase awareness, provide information and facilitate participation so that all members of the university feel part of an inclusive institution and are empowered to take appropriate responsibility.

In principle, there are three instruments/actions available:

- » **Information and Advice**  
e.g. information and campaigns on websites, Intranet, social media, etc., events and meetings with individuals, groups and units
- » Design of **administrative processes**  
e.g. gender-sensitive design of digital processes, appointment procedures, etc.
- » **Interventions**  
e.g. workshops or digital trainings aimed at specific target groups

The tried-and-tested approach of taking action at various levels is retained. On the one hand, university processes are analyzed and optimized. On the other, people are supported at an individual level, for example through career programs or compensation for disadvantages. Diversity & Inclusion continues to be understood as a cross-cutting issue, to be engaged with in cooperation with the various central and decentralized units and staff. The existing and planned measures outlined in this action plan are subject to regular monitoring and quality assurance (the “Plan-Do-Check-Act” principle).

In addition to the review conducted by the working group of the Diversity Committee 2019/20, the demands of the 2019 Swiss Women’s Strike and those of the University of Basel Student Union (skuba) around raising awareness of discrimination at the University of Basel were taken into account in 2021.

This document was developed by Diversity & Inclusion in agreement with participating central units and individual faculties. It also maps all projects at the University of Basel in “P-7 Diversity, Inclusion and Equal Opportunities in University Development 2021–2024” of projects in receipt of federal funding. Below, within the five strategic main objectives, a brief description of the background is provided, subgoals are identified and the intended measures are listed. The corresponding responsibilities, appointed time frame, and additional financial resources are provided. Attached is a summary with indicators for achieving these objectives.



## 1. To employ more women

### Background

In 2021, women were still underrepresented in management roles at universities in comparison to their male counterparts. In 2020, 23.3 percent of professors at the University of Basel were female.<sup>1</sup> The University of Basel has identified appointment procedures as the central lever in improving these figures. Several measures have been initiated in this regard, the impact of which ought to become clear in coming years, such as the development of guidelines for appointment procedures, the corresponding diversity toolbox, the annual equal opportunities monitoring report, pilot projects on implicit bias training for Equal Opportunity Commissioners on search committees and the requirement in faculties' development and structural plans to enact measures for increasing the proportion of women. Plans were also approved for the establishment of a Basel Mentoring Network for female assistant professors.

### Subgoals and Planned Measures

#### 1.1. To boost female leadership

- 1.1.1. High Potential University Leaders Identity & Skills Training (H.I.T.) (P 7) (2022–2024)
- 1.1.2. Implementation of the Basel Mentoring Network, incl. evaluation and quality assurance (2022–2025)
- 1.1.3. To set up a networking service for female professors (2022–2023) and host an annual event (2024–2025)

*Lead: Diversity Office, additional resources: none*

- 1.1.4. Increasing diversity among junior medical managers (P 7) (2022–2024)

*Lead: Faculty of Medicine, additional resources: none*

#### 1.2. To develop and offer tools

- 1.2.1. The creation, development and publication of a diversity toolbox for appointment procedures (2022)
- 1.2.2. Production of a video on unconscious bias in appointment procedures (2022–2023)
- 1.2.3. To publish job-sharing recommendations (2022)

*Lead: Diversity Office, additional resources: none*

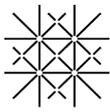
#### 1.3. To promote diverse innovation

- 1.3.1. To continue FEMtrepreneurs
- 1.3.2. Female Academic entrepreneurship at Swiss Universities: towards the promotion of female spin-off intentions and activities (P 7)

*Lead: Innovation Office, additional resources: none*

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<sup>1</sup> See the 2020 Equal Opportunities Monitoring Report.



## 2. To adopt a family-friendly approach

### Background

In September 2021, the University of Basel was certified as family-friendly by the berufundfamilie Service GmbH “audit familiengerechte hochschule.” It also became a member of the “Familie in der Hochschule” network in June 2021. These two strategic decisions must be backed up by concrete measures over the coming years.

The overall objective is to optimize general conditions for students, staff and researchers with family responsibilities. These include, in particular, improving the organization of work and studies, communication aimed at specific target groups and the expansion of the expertise and skills of management personnel in this area. Awareness of alternative concepts of family, which include the care of adults, will continue to be strengthened. The University Day Care Center, dual-career advice, and Family Services are important points of contact on this topic and are well connected with one another.

### Subgoals and Planned Measures

#### 2.1. To implement the objectives of the “audit familiengerechte hochschule”

2.1.1. Implementation of the objectives agreed in the “audit familiengerechte hochschule” by 2024

2.1.2. Decision on reauditing in spring 2024

*Lead: Diversity Office, additional resources: none*

#### 2.2. To improve family-friendly services for PhD students and postdocs

2.2.1. Establishment of effective instruments for promoting family-friendly services, submission of implementation proposal (2022)

*Lead: Graduate Center, additional resources: none*

#### 2.3. To strengthen network, supply information

2.3.1. Active participation at events by the “Familie in der Hochschule” network (2022–2025)

2.3.2. Continuation of information, advice and workshops in Family Services (2022–2025)

*Lead: Diversity Office, additional resources: none*

#### 2.4. To offer childcare

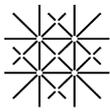
2.4.1. University Day Care Center (2022–2025)

2.4.2. Evaluation of Saturday opening hours at the University Day Care Center and needs assessment for a nanny service (2022)

*Lead: Social Services, additional resources: CHF 10,000 per annum available through third-party funds*

2.4.3. To continue test phase of emergency care for sick children, evaluation of services fall 2023, decision about continuation

*Lead: Diversity Office, additional resources: none*



## 2.5. To advise Dual Career Couples

- 2.5.1. Continuation of Dual Career advice incl. networking as part of the Swiss Academic Dual Career Network (ADCN), the International Dual Career Network (IDCN), EUCOR Dual Career cooperation and Euraxess

*Lead: Welcome & Euraxess Center (WEC), additional resources: depending on demand, extra working hours required*

## 3. To protect personal integrity

### Background

The Personal Integrity Coordination Office was set up in September 2019. Since then, people whose personal integrity has been violated can receive confidential, accessible advice from an advisor. This is a great asset for the university and those affected by violations of personal integrity. In fall 2020, the regulation on the protection of personal integrity was adopted. This regulates the process in the event of a violation of personal integrity, namely bullying, discrimination and sexual harassment. Since the end of 2020, a code of conduct on collaborative culture and on the University of Basel's values has been in place, an important step from a preventative standpoint. Various courses on prevention are also offered on a regular basis for different target groups.

In the coming years, the aim is to publicize this framework through targeted campaigns. A respectful culture of work and study will be achieved with the help of preventative measures such as trainings and organizational development processes.

### Subgoals and Planned Measures

#### 3.1. To increase awareness concerning the Code of Conduct and the Personal Integrity Coordination Office

- 3.1.1. Internal university campaign to publicize the values and the center; kick-off FS 2022  
3.1.2. Integrate the Code of Conduct into processes (e.g. information for new students and staff) (2022–2023)

*Lead: PI Personal Integrity Coordination Office, additional resources: none*

#### 3.2. To design and strengthen an attractive range of courses

- 3.2.1. To review previous courses and prepare a program tailored to specific target groups (2022)  
3.2.2. To promote integration into existing vessels, e.g. collaboration with continuing education and academic teaching (successful collaboration to date with Grace and Unisport) (2022–2023)  
3.2.3. To develop (online) training for managers & professors with the aim of supporting the adoption of responsibility in matters concerning personal integrity (2023–2025)

*Lead: Personal Integrity Coordination Office, additional resources: none*

#### 3.3. To professionalize advice

- 3.3.1. To strengthen the expertise of the center (strengthening professional communication skills in specialist and process consulting, data protection and legal knowledge) (2022–2024)

*Lead: Personal Integrity Coordination Office, additional resources: none*



### **3.4. To deepen information and knowledge concerning sexual harassment, bullying and discrimination**

- 3.4.1. To expand the website with information on individual violations in their various forms and how to approach them (2022)
- 3.4.2. To prepare information on how to approach violations of personal integrity (2023–2024)
- 3.4.3. National campaign on sexual harassment at higher education institutions (P 7) (2022–2024)

*Lead: KPI, additional resources: none*

## **4. To strengthen intercultural skills**

### **Background**

Building intercultural skills at an institutional and individual level is a new strategic objective. A highly accessible range of services is currently offered as part of Café international, organized by the National & International Cooperation office alongside the Language Center. The promotion of intercultural skills in a targeted, sustainable manner, as a cross-sectional function on the three levels of knowledge, skills/attitudes and occupational competences, requires project planning with important stakeholders from central and decentralized administration, as well as target groups. Project plans will be initiated until a unified over-all university plan is available.

### **Subgoals and Planned Measures**

#### **4.1. To increase intercultural skills**

- 4.1.1. All-university project: intercultural skills (reorganize 2022–2023)
- 4.1.2. To continue Café international (2022–2025) incl. approved financing
- 4.1.3. To offer pilot project training course for administrative staff (from FS 2022)
- 4.1.4. To offer pilot project for incoming students (from HS 2022)

*Lead 4.1.2. and pilot projects 4.1.3, 4.1.4: National and international collaboration, additional resources: For project planning and project management, additional resources of 20% working time must be calculated. Additional finances for the teaching staff offering the training are also to be calculated.*

#### **4.2. To encourage international PhD students and postdocs**

- 4.2.1. Information and periodical audits for improving general conditions for international PhD students and postdocs (2022–2025)

*Lead: Graduate Center, additional resources: none*



## 5. To promote diverse careers

### Background

With *get on track* and *stay on track*, two support options are available for PhD students with family responsibilities and postdocs in early motherhood. Different support options aim to sustain the presence of more diverse research profiles and encourage students to continue an academic career.

Tried-and-tested services in mentoring, training and coaching are evaluated, developed, and fine-tuned.

The career program *antelope* is aimed at a target group wishing to follow an academic career and *ZOOM@Novartis* at clarifying career pathways.

In addition to the established factors of gender and marital status, a project on social selectivity among students should also be developed in this field.

### Subgoals and Planned Measures

#### 5.1. To continue tried-and-tested services

- 5.1.1. Annual offering of *antelope*, the career program for female postdocs and PhD students (2022–2025)
- 5.1.2. Annual offering of *ZOOM@Novartis*, the University of Basel's mentoring program, in collaboration with Novartis (2022–2025)
- 5.1.3. 10-year anniversary of *antelope* 2024: To continue graduate networking and use for reviewing target group and effectiveness of *antelope* offer

*Lead: Diversity Office, additional resources: none*

- 5.1.4. To continue *get on track* and *stay on track*, actively advertise and check for effectiveness (2022–2025)

*Lead: Promotion of early career researchers, additional resources: none*

#### 5.2. To analyze research funding and implement measures if necessary

- 5.2.1. To evaluate application data on gender in cooperation with the Grants Office and, if indicated, take measures and analyze their impacts. (2023–2025)

*Lead: Diversity Office, additional resources: none*

#### 5.3. To take into account socioeconomic factors in study

- 5.3.1. To seek targeted support opportunities for students from socioeconomically disadvantaged backgrounds in collaboration with skuba. Trial and evaluation of a selected project. (2023–2025)

*Lead: Diversity Office, additional resources: none*



## 6. To facilitate accessible study

### Background

In the process of defining the entitlements of students with disabilities, a process for the reasonable accommodations has been established at the secondary and tertiary level of education, and consulting figures are steadily increasing. Processes and structures for accessible teaching will be optimized in coming years and receive stronger support in cooperation with faculties at subject/lecturer level.

### Subgoals and Planned Measures

#### 6.1. To facilitate accessible study

- 6.1.1. Participation in the Nationale Umfrage Studium und Behinderung (National Survey of Studies and Disability) 2021/22
- 6.1.2. To optimize services on the basis of the national survey and an in-house evaluation (2022–2023)
- 6.1.3. To develop the process of compensating for disadvantages in cooperation with faculties at lecturer/subject level: Raising awareness, transparency, skills, resources (2022–2025)
- 6.1.4. To support and facilitate accessibility of hybrid/digital teaching (2022–2025)
- 6.1.5. Development of a university building standard for accessibility in cooperation with the Facilities Department (2022–2025)

*Lead: Social Services, additional resources: open/in discussion*

## 7. To create an inclusive university

### Background

In recent years, diversity has been embedded as a cross-cutting issue at the University of Basel and as a key dimension of sustainable organizational development in university documentation, such as the strategy, quality strategy and mission statement. In 2021, the topic received more attention at an organizational level with the formation of the Vice President's Office for People & Culture. The foundations have therefore been created. In the coming years, practical implementation must be supported and the proposed values proposed must be embodied.

### Subgoals and Planned Measures

#### 7.1. To increase measurability

- 7.1.1. Development of the equal opportunities monitoring report (2022)
- 7.1.2. Investigation into expansion around additional dimensions of diversity (2023–2025)

*Lead: Diversity Office, additional resources: none*

- 7.1.3. Repeat wage analysis (2025)

*Lead: Human Resources, additional resources: none*



## **7.2. To enhance network and visibility**

- 7.2.1. Diversity Talk: Regular events on diversity topics (2022–2025), combined with a fund for innovative projects by students and staff
- 7.2.2. Think Tank Gender and Diversity TTGD: Forum der Schweizer Hochschulen (P 7) (2022–2024)

*Lead: Diversity Office, additional resources: none*

## **7.3. To expand skills in Diversity & Inclusion**

- 7.3.1. Trainings for specific target groups and information about internal courses for professional education (development 2022, set-up from 2023–2025, evaluate impact and make a decision regarding continuation (2025)
- 7.3.2. Investigate LGBTI Label (FS 2022). If positive, application in HS 2022
- 7.3.3. Pilot project on inclusive processes and infrastructure: Analysis with 2–3 interested units, implementation of measures and sharing best practice on the Intranet. (2022–2024)
- 7.3.4. To define and publicize the use of inclusive language at the University of Basel (2022)

*Lead: Diversity Office, additional resources: none*

## **7.4. Taking up of topics relating to diversity and inclusion in leadership development and courses for professional education in Staff and Organizational Development (S&OD)**

- 7.4.1. Design content in S&OD courses on themes relating to diversity and inclusion, Code of Conduct (2022–2025)
- 7.4.2. Joint design of courses in leadership development (2022–2025)

*Cooperation: S&OD and the Diversity Office, additional resources: for external lecturers*

## **7.5. To integrate awareness into teaching**

- 7.5.1. Project Sex & Gender Integration in the Swiss Medical Curriculum (P 7) (2022–2024)

*Lead: Faculty of Medicine, additional resources: none*

- 7.5.2. Sensitivity to differences in teaching – analog, hybrid, online (P 7) (2022–2024)

*Lead: Gender Studies, additional resources: none*



## Organization

For sustainable diversity and inclusion management, it is essential to have defined areas of responsibility, governed by organizational principles and procedures. At the University of Basel, these are as follows:

### **Diversity Committee**

The Diversity Committee supports the university in embedding diversity, equality and equal opportunities as guiding principles and an integral component of university life. It is a strategic advisory committee for themes and decisions relating to diversity, equality and equal opportunities. The Diversity Committee is involved in consultation and development processes at university level and makes recommendations and suggestions. It works closely with the Diversity Office.

### **Equal Opportunity Committee of the Faculty of Humanities and Social Sciences**

The Equal Opportunity Committee of the Faculty of Humanities and Social Sciences advises faculty and department boards in matters relating to equal opportunity, equality and diversity. It pays particular attention to the cultivation of academic talent. It draws up the faculty equal opportunities plan for use by faculty committees and works with them in its implementation. The committee coordinates its work with the university Diversity Committee and the Diversity & Inclusion area.

### **Equal Opportunity Committee of the Faculty of Medicine**

The Equal Opportunity Committee is a standing committee of the Faculty of Medicine. It is a strategic instrument for the implementation of all relevant decisions regarding equal opportunity.

- It offers suggestions on the promotion of equal opportunities and helps with procuring the necessary resources.
- It helps strengthen the position of women in career planning and when competing to advance their career.
- It acts as the link between the Diversity Senate committee and the university's Diversity Office.
- It recommends female members for structural, selection and search committees and nominates diversity representatives for search committees.

### **Equal Opportunity Committee of the Faculty of Science**

The Equal Opportunity Committee of the Faculty of Science comprises elected representatives from all departments and advises faculty and subject area boards on matters relating to equal opportunity, equality and diversity. It plays an active role in all promotion and recruitment processes in the faculty. It promotes diversity in research and teaching through events for young academics, the faculty and the public. It also organizes special trainings on unconscious bias for faculty members in key positions. The committee prepares the faculty equal opportunities plan and participates in its implementation. The committee coordinates its work with the Senate Diversity Committee and the Diversity & Inclusion Department.

### **Vice President's Office for People & Culture**

The Vice President's Office for People & Culture establishes and promotes a respectful open-minded work culture.

The Vice President's Office for People & Culture combines the offices of Human Resources, Diversity & Inclusion, National & International Cooperation and services for students, staff and alumni.



### **Diversity & Inclusion**

The Diversity & Inclusion Office coordinates the implementation of equal opportunity, diversity and inclusion at an organizational level. The office develops strategies, concepts and recommendations for promoting a family-friendly culture in practice, universal equal opportunity, and an open, creative, productive mindset and work culture at all levels. The unit's two offices work closely together and agree responsibilities, particularly for new projects.

### **Diversity Office**

The Diversity Office plans, implements, and evaluates projects intended to improve the way in which degrees, teaching, research and administration are designed in terms of diversity. It supports and coordinates all-university and faculty measures and ensures dovetailing of the two. The office advises and informs members of the university about matters of equal opportunity and diversity and identifies any action required on the basis of equal opportunities monitoring, evaluation and studies.

The key task of the office is the strategic focus and development of equal opportunities work and diversity and inclusion management at the University of Basel.

Family Services is part of the Diversity Office and coordinates services relating to the balancing of studies, work and family at the University of Basel.

### **Personal integrity**

The Personal Integrity Coordination Office takes preventative measures relating to the protection and observance of the personal integrity of all members of the university (staff, researchers and students) and serves as an accessible, confidential point of contact and advice.

### **Social Services**

Social Services is a point of contact within Student Services, offering students and their families information and advice on personal and social problems relating to their studies. Its focus is on offering advice on student finance and to students with disabilities, including on compensation for disadvantages (StoB office – Students Without Barriers). Social Services is also responsible for registration with and information on the University Day Care Center.

### **National & International Cooperation (NIC)**

The NIC is the first point of contact for all matters concerning national and international cooperation, mobility issues and mobility management, including the onboarding of new academic staff at all levels, and outgoing support. A special focus is on institutional awareness and the promotion of interculturality.

### **Student Exchange**

Student Exchange coordinates exchange programs for students at the University of Basel and advises students from international partner universities. It also runs information events, offers administrative support and organizes an intercultural program for exchange and visiting students.

### **Welcome & Euraxess Center**

The Welcome Center provides assistance to professors, visiting scholars, postdocs, PhD students, staff and international students. It is also the Euraxess Center of the University of Basel and part of the global Euraxess support network for researchers. The Welcome & Euraxess Center provides a wide range of information for newcomers to the Basel region. It is also involved in intercultural Café international events and advises newly appointed professors on dual careers.