

Annex 2 to the Description of Kauno kolegija Gender Equality Plan for 2026–2030

KAUNO KOLEGIJA GENDER EQUALITY PLAN FOR 2026–2030

Aim	Objectives	Measures	Responsible Unit	Deadline	Evaluation Criterion
I. Gender balance in governance and decision-making					
1. Strive for gender balance in governance and decision-making.	1.1. Ensure evidence-based gender balance in governance and decision-making processes.	1.1.1. The principle of gender equality is incorporated into the College's strategic documents as a core value. 1.1.2. Recommendations are provided to administrative units regarding the format for collecting data on the implementation of gender policy. 1.1.3. A report on gender balance is prepared and made publicly available.	Strategic Planning and Quality Management Unit; Head of Community Well-being	Since 2026	The principle of gender equality has been incorporated into all key institutional documents. Annual Report on Gender Equality.
	1.2. Enhance the involvement of the underrepresented gender in governance and decision-making bodies.	1.2.1. Representatives of both genders are included, where possible, in the committees, commissions, and working groups established by Kolegija. 1.2.2. Application of the invitation principle for the underrepresented gender.	Management	On an ongoing basis	The share of committees, commissions, and working groups with at least one representative of each gender, %
	1.3. Periodically assess gender balance monitoring indicators in the field of management.	1.3.1. The aim is to ensure that the underrepresented gender constitutes at least 30% of management bodies and decision-making positions. 1.3.2. Regular analyses are conducted to monitor the gender balance of employees participating in committees, commissions, and working groups.	Head of Community Well-being	Annually	Regular monitoring of gender balance in leadership positions based on collected and analysed data.

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II. Gender equality in employment and career development					
2. Ensure equal opportunities for all genders to gain employment, develop professionally, and pursue a career at Kauno kolegija.	2.1. Ensure the application of gender equality and inclusion principles in recruitment processes.	2.1.1. Job advertisements include information about Kauno kolegija's commitment to the principle of equal opportunities. 2.1.2. Gender-neutral language is used throughout recruitment communication. 2.1.3. When updating the documents regulating staff recruitment procedures, the gender equality aspect is integrated. 2.1.4. The aim is to ensure the participation of representatives of both genders in staff recruitment and selection committees.	Human Resources Unit; Head of Community Well-being	On an ongoing basis	All job advertisements are formulated in gender-neutral language. Representatives of both genders participate in recruitment and selection committees.
	2.2. Ensure the accessibility of training and professional development opportunities for employees of both genders.	2.2.1. The promotion of competency development opportunities, equally accessible to all employees, is continued. 2.2.2. Monitoring of employee participation in competence development events by gender is carried out.	Lifelong Learning Centre; Head of Community Well-being	On an ongoing basis	Competence development activities are accessible to both genders. Monitoring of employee participation in competence development events by gender.
	2.3. Integrate the gender dimension into employee career planning and promotion processes.	2.3.1. All career opportunities are publicly communicated in a transparent manner and are accessible to all employees. 2.3.2. Additional measures are foreseen to mitigate the negative impact of career interruptions.	Human Resources Unit; Head of Community Well-being	On an ongoing basis	Gender-based analysis of recruitment competitions. Since 2026, annual monitoring of researchers' careers is introduced.
	2.4. Ensure pay transparency and fairness by providing equal opportunities for employees of both genders to receive equal pay for the same or equivalent work.	2.4.1. A pay analysis is conducted by position and department, taking into account the gender aspect. 2.4.2. Data on the gender pay gap between men and women is included in the annual gender equality report. 2.4.3. If significant differences are identified, recommendations for improving the remuneration policy are prepared.	Department of Finance Management and Accounting; Human Resources Unit; Head of Community Well-being	Annually	The wage gap between men and women in equivalent positions is less than 5%.

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III. Work–life balance and organisational culture					
3. Create conditions for employees and students to balance professional (academic) and personal life while strengthening an inclusive organisational culture.	3.1. Ensure clear and accessible information about opportunities to balance work (studies) and personal life.	3.1.1. Information is published about the work–life balance measures available to employees at Kolegija: • on the intranet; • during events for new employees (information sessions, induction training); • in the information booklet for new employees.	Human Resources Unit; Head of Community Well-being	On an ongoing basis	All employees and students are aware of the available work (study) and personal life reconciliation measures.
		3.1.2. Information on study and personal life reconciliation measures is published on: the Intranet, the website of Kolegija and in the Study Programme Guide.	Student Affairs and Career Unit		
	3.2. Organise training sessions on emotional well-being and work–life balance for the entire community.	3.2.1. Regular seminars are organised on psychological well-being and stress management, the impact of bias and stereotypes on decision-making, and the importance of emotional support, empathy, and active listening by managers. 3.2.2. These topics are integrated into the internal competence development system.	Lifelong Learning Centre	At least once a year	Training sessions conducted for staff on work–life balance topics.
	3.3. Ensure the availability of psychological and emotional support for all employees.	3.3.1. Psychological support options for employees and students are publicised.	Head of Community Well-being	On an ongoing basis	Number of individuals who used psychological support.
	3.4. Conduct regular employee surveys on the assessment of organisational culture and well-being from a gender perspective.	3.4.1. Anonymous employee survey on gender equality. 3.4.2. Survey results are analysed by gender, and conclusions are presented to the management.	Head of Community Well-being; Strategic Planning and Quality Management Unit	Every two years starting from 2026	1 survey every two years.

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IV. Integration of the gender aspect into research and study content					
4. Integrate the gender dimension into research activities and study programmes, and enhance the competences of the academic community in this field.	4.1. Increase faculty members' awareness of the application of the gender dimension in academic activities.	4.1.1. National guidelines on the integration of gender equality principles into teaching work are presented to faculty members. 4.1.2. Information events on the integration of gender equality principles into teaching work are organised. 4.1.3. Good practice on the application of gender equality principles in study subjects is disseminated.	Vice Deans for Studies; Head of Community Well-being; Lifelong Learning Centre	Since 2026	At least 1 event per year for the academic community on the application of national guidelines. A database of good practice examples formed on the intranet (at least 5 examples).
	4.2. Integrate the gender dimension into applied research and artistic activities.	4.2.1. Researchers of different genders are included in research groups, as well as in project proposal preparation and implementation teams. 4.2.2. National or EU guidelines on gender aspects in research are applied (e.g., Horizon Europe recommendations). 4.2.3. Information sessions are organised or methodological materials are disseminated to researchers on the impact of integrating the gender dimension on research quality and competitiveness.	Vice Dean for Science (and Arts); Applied Research Department; Project Management Unit	On an ongoing basis	Annual analysis of research groups and research (arts) project applications by gender.
	4.3. Foster an organisational culture that upholds the principles of gender equality.	4.3.1. Gender equality issues are integrated into general capacity-building events. 4.3.2. Creation and maintenance of an internal information space (intranet) with guidelines, recommendations, and video materials. 4.3.3. Involvement of students in discussions or project-based activities on the gender aspect in the study environment.	Lifelong Learning Centre; Head of Community Well-being; Applied Research Department; Marketing and Communications Unit; Vice Deans for Studies	2026	An internal information space on gender aspects in research and studies has been created in the intranet. At least one community event focused on gender equality is held annually, involving both students and faculty members.
	4.4. Organise information campaigns promoting gender	4.4.1. Information campaigns for school students on study opportunities, highlighting the benefits of gender diversity.	Student Affairs and Career Unit; Marketing and	Annually	At least 2 annual information campaigns on gender diversity in studies.

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	diversity in underrepresented fields of study.	4.4.2. Success stories about choosing a field of study that is non-typical for one's gender.	Communications Unit		
V. Measures against gender-based violence, including sexual harassment					
5. Create a safe environment with zero tolerance for gender-based harassment and sexual harassment, ensuring a clear procedure for reporting and resolution.	5.1. Strengthen the anonymous reporting system for gender-based harassment and regulate its application.	5.1.1. Internal documents define the procedures for submitting and handling anonymous reports.	Human Resources Unit; Head of Community Well-being; Legal and Document Management Unit	2026	Updated procedure for submitting and handling anonymous reports.
	5.2. Carry out regular staff training and communication on violence prevention and zero tolerance for violence.	5.2.1. Training programmes for staff include topics on violence prevention and response methods. 5.2.2. Regularly published communication messages on violence prevention and zero tolerance for violence.	Human Resources Unit; Head of Community Well-being; Lifelong Learning Centre; Marketing and Communications Unit	On an ongoing basis	Number of trainings/communication messages implemented.
	5.3. Regularly monitor the number of cases and evaluate the effectiveness of the measures.	5.3.1. Case statistics are maintained in compliance with confidentiality principles. 5.3.2. The activity report includes an evaluation of the effectiveness of the measures applied.	Head of Community Well-being	Annually	Number of cases.
VI. Monitoring the Implementation of the Gender Equality Plan					
6. Ensure consistent monitoring and accountability in the implementation of the Gender Equality Plan.	6.1. Ensure consistent data collection and monitoring of the implementation of the Gender Equality Plan.	6.1.1. Gender-disaggregated data are collected annually for the preparation of the annual report. 6.1.2. An annual Gender Equality Plan progress report is prepared.	Head of Community Well-being	Annually	A Gender Equality Plan progress report has been prepared.