CSGI GENDER EQUALITY PLAN

2022-2023

CSGI Gender Equality Committee

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This document was prepared by CSGI Gender Equality Plan Committee and shared with CSGI Council for its approval. It has been approved on November 19th, 2021 and published on CSGI official website on December 1st, 2021.

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Introduction

CSGI (Italian Center for Colloids and Surface Science) was founded in December 1993 and since then it is under the supervision and control of the Italian Ministry for University and Scientific Research (MUR).

CSGI is a public research institution which gathers several Italian academic groups with recognized research track record in the area of Soft Matter and Surface Science. It leverages the complementary expertise, skills and instrumental/technical capabilities of the network to jointly perform high-profile research in areas related to the CSGI core scientific topics, to train young scientists and to provide a top scientific and technological infrastructure to private companies and researchers.

CSGI is an internationally recognized network of excellence, and it attracts top-quality human capital. It is therefore fundamental to ensure culture inclusivity and gender equality at all scientific and administrative levels. CSGI aims to promote an inclusive environment and does not tolerate any form of sexual harassment or discrimination.

The Gender Equality Plan sets out CSGI's targets for promoting equality between people of different genders and define the measures that will be taken to achieve these goals. It proposes a coordinated and focused approach to promote gender equality and to foster the implementation of best practices within the institution.

Liabilities

On April 30th, 2021 the CSGI Council acknowledged the necessity to elaborate a document defining targets and actions to be taken to promote and guarantee the social inclusion and gender equality at CSGI. A dedicated committee has been appointed to drawn up the Gender Equality Plan (GEP) and to ensure its dissemination and implementation.

The Gender Equality Plan Committee is composed of Marco Laurati (Associate Professor at University of Florence and CSGI affiliate) , Giovanna Poggi (fixed-term Researcher at University of Florence and CSGI affiliate) and Patrizia Zitelli (CSGI European Project Manager). The GEP Committee is in charge of the development and implementation of the Gender Equality Plan and of identifying measures and actions to be taken to achieve the goals indicated in the GEP.

The Units Coordinators will be informed about the Action Plan and will be required to collaborate with the above-mentioned Committee. CSGI employees and affiliates at all levels (Administration Staff, Professors, Researchers, PhD students etc..) will be informed about the Gender Equality Plan and will be required to comply with the general principles as stated here.

Action Plan

The Gender Equality Plan is articulated in six main areas. For each area the main goals and the related implementation measures have been identified. The associated Sustainable Development Goals (SDGs) ONU Agenda 2030)[1] are also reported**.**

Main Areas of the Gender Equality Plan:

1. Work-life balance and organizational culture

2. Gender Balance in leadership and decision-making

3. Gender equality in recruitment and career progression

4. Integrating the gender dimension into research and teaching content

5. Measures against gender-based violence, including sexual harassment

6. Monitoring and Reporting

A dedicated fund (€5.000) will be set up to support the implementation of the Gender Equality Plan. This funding will be addressed to carry out the planned activities and measures. It also guarantees the involvement of dedicated personnel resources to work on its implementation.

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[1] https://sdgs.un.org/goals

Area 1. Work-life balance and organizational culture

Action 1.1: Promoting the balance between work and family life

Measure 1.1.a Fostering more flexible working arrangements

Besides the enforcement of the national law requirements, CSGI actively fosters a healthy work-life balance for all CSGI employees and affiliates. In the next years, when deemed necessary (e.g. parental leaves or assistance to relatives), remote working and/or flexible working hours will be proposed to CSGI employees to guarantee a more flexible working arrangement.

Target: CSGI employees
Timeline: starting from 2022
Responsible: GEP Committee and Supervisors of CSGI researchers or students
Connection with ONU Sustainable Development Goals (SDGs)

Measure 1.1.b Fostering the Stop the Clock Policy

This measure is meant to avoid career path disruption in case of parental leave. In addition to the statutory parental leave, for its researchers and affiliates CSGI will adopt the "Stop the Clock" policy. In case of statutory parental leave as guaranteed by the National Law, the clock on the scientific activity and evaluations necessary for career development will be stopped. Upon returning to work, the clock will be restarted.

Target: CSGI researchers and affiliates
Timeline: starting from 2022
Responsible: GEP Committee and Supervisors of CSGI researchers or students
Connection with ONU Sustainable Development Goals (SDGs)

Area 2. Gender balance in leadership and decision-making

Action 2.1: Encouraging a more gender balanced CSGI governance

Measure 2.1.a Gender Equality Evaluation

On annual basis, the gender distribution of CSGI key actors (President, Director, Members of the Council, Units Coordinators) will be mapped. The collected data will be analyzed and, if needed, specific measures to increase gender equality will be proposed. The final outcomes of the evaluation will be included in the annual official report and published on CSGI's institutional website.

Target: CSGI Governance (President, Director, Members of the Council, Units Coordinators)
Timeline: starting from 2022
Responsible: GEP Committee
Connection with ONU Sustainable Development Goals (SDGs)

Measure 2.1.b .Organization of annual meetings to promote a more gender-balanced CSGI governance

Dedicated meetings will be organized with CSGI Key actors (President, Council, Director, Unit Coordinators) to present the collected data on CSGI governance and to promote the implementation of the Gender Equality Plan at administration level.

Target: CSGI Governance (President, Director, Members of the Council, Units Coordinators)
Timeline: starting from 2023
Responsible: GEP Committee and all Key Actors
Connection with ONU Sustainable Development Goals (SDGs)

Area 3. Gender equality in recruitment and career progression

Action 3.1: Promoting a gender-sensitive recruitment process

Measure 3.1.a: Gender Equality evaluation on CSGI recruitment procedures

Starting from 2022, all CSGI recruitment evaluation committees will be analyzed considering their gender balance. The collected data will be included in the annual official report and, if needed, mitigation actions will be taken in 2023.

Target: CSGI recruitment evaluation committees
Timeline: starting from 2022
Responsible: GEP Committee and Project coordinators
Connection with ONU Sustainable Development Goals (SDGs)

Action 3.2: Ensuring the wage equality

Measure 3.2.a: Analyzing the wage equality

CSGI will analyze the wage equality of its employees and if necessary specific mitigation measures will be taken (e.g defining standard salaries for Postdoc and Researchers).

Target: CSGI employees
Timeline: starting from 2022
Responsible: Administration Staff and GEP Committee
Connection with ONU Sustainable Development Goals (SDGs)

Action 3.3 Supporting initiatives to reduce the gender inequalities within research fields with gender gap.

Measure 3.3.a: Activities and events to implement gender equality in the Science, Technology, Engineering and Mathematics (STEM) disciplines.

CSGI will promote initiatives to motivate young students to study the STEM disciplines. These activities, such as meetings and open CSGI labs days, will involve mainly secondary-school students and early-stage researchers to instill a positive approach to STEM disciplines.

Target: Early-stage researchers and secondary-school students
Timeline: starting from 2022
Responsible: Unit Coordinators and Researchers
Connection with ONU Sustainable Development Goals (SDGs)

Measure 3.3.b: Implementation of a CSGI internship policy

CSGI will implement a training policy to encourage young students and early-stage researchers to apply for an internship at CSGI. This policy should foster the underrepresented gender students to be more involved in the STEM disciplines.

Target: Early-stage researchers and secondary-school students
Timeline: starting from 2023
Responsible: Unit Coordinator and Researchers
Connection with ONU Sustainable Development Goals (SDGs)

Area 4: Integrating the gender dimension into research and teaching content

Action 4. 1. Promoting a more gender balanced research process

Measure 4.1.a: Monitoring the research activities considering the gender dimension

CSGI will monitor the CSGI research activities considering the gender distribution: funding allocations and patent applications will be grouped by gender. These data will be analyzed and included in the annual official report. Mitigation measures will be defined, if necessary.

Target: CSGI Principal Investigators and researchers
Timeline: starting from 2022
Responsible: GEP Committee and administration staff
Connection with ONU Sustainable Development Goals (SDGs)

Measure 4.1.b: Dissemination of materials and webinars.

CSGI will organize internal trainings and seminars to highlight the economic and social positive consequences of a more gender-balanced research.

Target: CSGI employees and affiliated
Timeline: starting from 2023
Responsible: GEP Committee
Connection with ONU Sustainable Development Goals (SDGs)

Area 5. Measures against gender-based violence, including sexual harassment

Action 5.1 Preventing, identifying, handling cases of sexual harassment among CSGI employees and affiliates

Measure 5.1.a. Identifying a procedure in case of discriminatory behaviors or sexual harassments

CSGI ensures that the recommendations in force at European and National level have been properly adopted. A dedicated e-mail account (genderequality@csgi.unifi.it) will be created for whistleblowing on workplace discriminatory behaviors and sexual harassment.

Target: CSGI employees and affiliates
Timeline: starting from 2022
Responsible: GEP Committee
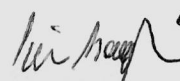Connection with ONU Sustainable Development Goals (SDGs)

Area 6. Monitoring and reporting

Starting from 2022, a Gender Equality Report will be drawn up on annual basis to monitor the implementation of the Gender Equality Plan and to track the developments in the gender distribution of personnel at different stages of their careers.

The Annual Gender Equality Report will be published on CSGI institutional website. It will measure CSGI progress in relation to equal representation allowing the institution to set needs-based objectives and to take actions to tackle any shortcomings.

The dedicated e-mail account (**genderequality@csgi.unifi.it**) will be also open to CSGI employees and to the public to send suggestions, feedbacks and complaints to the GEP Committee.

CSGI Director
Prof. Piero Baglioni