

Monitoring Report of Faculty Hires for Search Committees

under Art. 3.4 of the CEU Policy on Increasing the Representation of Women as Faculty.

Vienna, November 2022

This Policy applies only to those academic units where women as faculty are underrepresented. When an academic unit has reached a ratio of 50% women in each academic rank (assistant, associate, and full professorships), and there is no longer an underrepresentation of female faculty, the unit will be exempt from the obligation to follow this Policy for subsequent hires so long as gender balance is maintained.

Department	
Current gender balance of the Faculty body in the department <ul style="list-style-type: none"> - Count only resident faculty - Use headcount - If possible, please provide also FTE 	Number of women (headcount): Number of men (headcount): Percentage of women (headcount): Number of women (FTE): Number of men (FTE): Percentage of women (FTE):
Make sure to include the following boilerplates in the job advertisement <i>(1) “CEU is an equal opportunity employer and values geographical and gender diversity, thus encouraging applications from women and/or other underrepresented groups and taking into consideration geographical diversity, as well. Since CEU strives to increase the share of women in professorial positions, given equal qualifications, preference will be given to female applicants”.</i> <i>(2) “CEU recognises that personal and family circumstances shape the trajectory of one’s career and working patterns. As such, and in line with CEU’s promotion of Equal Opportunities, we encourage applicants to detail periods of leave, part-time work or other such situations in their applications so that the Search Committee is able to assess an applicant’s academic record fairly in the context of their circumstances. Any declaration of personal and family circumstances is voluntary and will be handled confidentially and only considered in so far as it impacts on the academic career of an applicant”.</i>	<input type="checkbox"/> Boilerplate (1) <input type="checkbox"/> Boilerplate (2)
Gender proportion of the Search Committee	Number of women in SC: Number of men in SC: Percentage of women in SC:

<p><i>Art 2.1 Search Committees (SC) for faculty positions will strive for including 50% of women members. In SCs set up by departments with very low percentage of female Faculty, all possible measures will be taken to avoid overloading female Faculty with Committee work, including: inviting female Professors from other departments to join the SC, regrouping administrative and other workload falling on women SC members, or introducing pre-screening of applicants. Before approving the SC, the Pro-Rector for Faculty and Research will make sure that it is as gender balanced as possible vis-à-vis the gender composition of the Department doing the search.</i></p>	
<p>Gender proportion of applicant pool</p> <p><i>Art 2.4 The Search Committee will strive for a pool of applicants with the same gender distribution as the pool of PhD graduates in the given discipline in Europe, by actively reaching out to suitable female candidates and inviting them to apply.</i></p> <p>The table with the agreed percentages can be found in Annex 1 of the Policy.</p>	<p>Number of women applicants: Number of men applicants: Percentage of women applicants:</p>
<p>Gender proportion of short-listed candidates</p> <p><i>Art 2.5 The list of short-listed candidates invited for job talks will include at least 50% of women as a rule. If this is not achieved, a written justification must be given in the report (see Art. 3.4).</i></p>	<p>Number of women: Number of men: Percentage of women:</p>
<p>Justification for not achieving the benchmark in Art 2.5(if applicable)</p>	
<p>Gender of the candidate recommended for the hire</p> <p><i>Art 2.6 If the final decision comes down to two candidates (one male, one female) with equal merit, the position will be offered to the female candidate.</i></p> <p><i>Art 3.4 (...) If the recommended candidate is a man, the report should include an explanation for this decision (v).</i></p>	<p><input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other</p>

<p>Justification for recommending a male candidate for the hire (if applicable)</p>	
<p>Gender of the hired candidate</p>	<p><input type="checkbox"/> Female</p> <p><input type="checkbox"/> Male</p> <p><input type="checkbox"/> Other</p>
<p>Updated gender distribution of Faculty body in the department</p> <p><i>Art 3.2 If any given report shows stagnation or decline in the proportion of female faculty compared to the previous one, stronger affirmative action measures targeting specific units or ranks will be considered.</i></p> <p><i>Art 3.3 Updates on the progress of female faculty hires per department will be made public and recognized yearly in the Academic Forum.</i></p>	<p>Number of women:</p> <p>Number of men:</p> <p>Percentage of women:</p>

The report, once completed, shall be sent to the Pro-Rector for Research and Faculty: batorya@ceu.edu

And to the Gender Equality and Diversity Officer: amila@ceu.edu

Many thanks for your cooperation!