

EQUAL OPPORTUNITIES PLAN OF THE UNIVERSITY OF MISKOLC

Preamble

The Fundamental Law of Hungary and Act CXXV of 2003 on equal treatment and promotion of equal opportunities (hereinafter Ebktv.) establish the fundamental principle that every individual has the inalienable right to live as a person of equal dignity and without being a victim of discrimination in any way.

To enforce the provisions of the law, the Senate of the University of Miskolc ordered the establishment of an Equal Opportunities Committee [Volume I Section 1 of the Organizational and Operational Regulations (hereinafter SZMSZ)], seeking to establish the organizational framework for the institutional coordination of equal opportunities.

Having regard to Act CCIV of 2011 on national higher education, Act I of 2012 on the Labour Code and the relevant provisions of the European Union, the Senate of the University of Miskolc shall define the *general* equal opportunities responsibilities of the University as follows:

- to monitor the proportional representation of women and men in the functioning of the university, in executive positions and in various bodies; to identify measures that infringe or impede the proportional participation, career advancement and equal pay of women and the manifestations of discrimination as well as to prepare the necessary measures to eliminate that discrimination,
- to promote equal opportunities for students and employees with disabilities, with particular reference to the specified physical accessibility obligation of Act XXVI of 1998 on the rights of persons with disabilities and provision of equal treatment [hereinafter Fot.], and the provisions of Act LXXV of 2018 on accessibility of public sector websites and mobile applications,
- to monitor the equal opportunities of international students and employees, and
- persons belonging to any minority and disadvantaged group, and to initiate the necessary measures.

According to the legal obligation prescribed for the University [Ebktv. 63(4)], and to effectively perform the duties of the Equal Opportunities Committee, the Senate shall draw up the following Equal Opportunities Plan (hereinafter Plan):

I. Fundamental goals

1. The fundamental goal of the Plan is to prevent or prohibit direct or indirect discrimination of university citizens. In terms of *employment* its material scope covers recruitment, the determination of salaries, income, benefits, training, further training, and other incentives as well as promotion, transfer, dismissal, and other cases related to employment and education.

In terms of *education*, the requirement of equal treatment shall be enforced by determining the conditions for admission to education, assessing applications for admission, setting educational requirements, assessing performance, providing and using educational services, access to

educational benefits, dormitory placement and care, issuing certificates, diplomas, degrees obtainable in education, access to career guidance and termination of education-related status.

2. The prohibition of direct and indirect discrimination shall also apply to any protected characteristic of the employees and students of the University - sex, race, colour, nationality, membership of a nationality minority, language, disability, state of health, religion or belief, political or other opinion, family status, motherhood (pregnancy) or fatherhood, sexual orientation, gender identity, age, social origin, property, part-time or fixed-term nature of the occupational relationship or other employment-related relationship, membership in a representative organisation, any other status, characteristic, or attribute. [Ebktv. 8-9].

3. In addition, the following conduct shall constitute a violation of the principle of equal treatment pursuant to Ebktv. 10 (1-3):

- harassment (a conduct of sexual or other nature that violates human dignity) if it is related to a characteristic of the person concerned and has the purpose or effect of creating an intimidating, hostile, degrading, humiliating or offensive environment for a person,
- segregation if it separates, without explicit statutory permission, certain persons or a group of certain persons from other persons or the group of persons in a comparable situation on the ground of a protected characteristic,
- victimisation (if it causes, is aimed at causing, or threatens to cause injury to a person in relation to that person's raising a complaint, launching a proceeding, or participating in such a proceeding because of the violation of the principle of equal treatment),
- and any instruction given to that effect,
- failure to comply with the accessibility obligation of Section 5 of Fot.
- failure to comply with the accessibility obligation of Act LXXV of 2018.

4. The implementation of the principles of the Plan presupposes not only the prohibition of discrimination, but also the preference and creation of opportunities, such as positive, fair and flexible support measures, necessary for the elimination and reduction of inequalities that may affect the employees and students of the University.

5. In proportion to its possibilities and resources, the University strives to apply the principle of preferential treatment as specified in Section 11 of the Ebktv: the preferential treatment must not violate any fundamental rights, grant unconditional advantages, or exclude the assessment of individual aspects. Positive action may be taken with respect of the following groups in an employment relationship with the University: women, employees who are disadvantaged in the labour market due to their age, people with a disability, employees raising two or more children under the age of ten, those caring for their children alone, employees raising permanently sick or disabled children and Roma employees.

6. It is voluntary to use the benefits provided by the Plan and fill in the declarations and data sheets (related to the social situation, origin, etc.). The personal and special data required for the implementation of the Plan can be managed only in accordance with the European Union Data

Protection Regulation (GDPR), the provisions of Act CXII of 2011 on the right to self-determination of information and freedom of information as well as Data Processing Regulation of the University.

7. The implementation of the Plan presupposes a careful and comprehensive assessment of the existing situation, knowledge of the current relations, conditions, and needs. Specific goals, tools, and measures to eliminate the identified disadvantages and create opportunities can only be defined after and on the basis of this assessment. In view of the above, the University will continuously implement the Plan according to the following schedule:

- formulation of institutional requirements,
- situation assessment, exploration of specific facts and problems,
- identifying action programmes (specific goals, tools, measures), developing the appropriate institutional system to achieve the desired situation for the benefit of each target group.

II. Institutional requirements

1. In this document, the University declares and seeks to strengthen its commitment to the general ethical values and principles that underpin equal opportunities in democratic communities. These are respect for human dignity, freedom, equality, justice, solidarity, fair treatment, non-violence, partnership, diversity, acceptance of differences, tolerance, and freedom from prejudice.

2. The Plan lays down the following institutional requirements:

- to draw the attention of the employer and the employees, students and their representatives to the importance of the idea of equal opportunities and the related requirements,
- to raise awareness of the statutory rights to the aggrieved groups or individuals, to ensure legal protection and redress procedures against discriminatory treatment, and at the same time to empower employees and students to assert their interests,
- in the event of a breach of the principle of equal treatment, to establish and provide internal procedures for the redress of conflicts within the institutional framework through which the employee and the student concerned may obtain legal redress,
- to offer an intellectual insight as to how the practical implementation of the principles of equal opportunities policy and the value-based management of human resources serve not only the benefit of employees and students, but also the organizational benefits of the University (in a broader context, the effectiveness and prosperity of the entire society and national economy); the promotion of equal opportunities has a cohesion-creating effect in the University community, increasing the efficiency and effectiveness of work,
- to contribute to the fact that the requirement of equal opportunities is kept in mind and enforced in the expectations placed on those in executive positions,
- to contribute to the formation and sensitisation of the attitudes and behaviour of

executives and subordinates, and

- to facilitate the integration of the system of criteria and values of Ebktv. into the organizational culture of the University and to reflect it in the decisive documents of the University (Employment Requirements System, Institutional Development Plan, Collective Agreement, Code of Ethics, etc.).
- to make effort to help students with special needs and learning difficulties within the framework of equal opportunities, and to help them catch up.

The efforts outlined above are aimed at preventing and eliminating discrimination against all employees and students in all areas of university life, and at promoting equal opportunities for all citizens of the University.

3. In view of the general values and goals set out above, the University considers it an important and continuous task to create conditions and environment for work as well as for education and training that are conducive to the self-fulfilling activities of the University's employees and students making a significant contribution to their physical and mental well-being. To promote physical and mental health, outpatient appointments have been available again at the University (ME-ETK Center for Health Care and Methodology) since October 2023.

III. Action plan

Based on the results of the questionnaire survey conducted in the spring of 2021, the University sets the following goals to implement the institutional requirements and the general equal opportunities tasks set out in Volume I of the SZMSZ:

1. To create a family-friendly work environment, our Institution continues to strive:
 - to keep continuous, organised, and documented contact with the staff receiving childcare allowance or benefit (GYES, GYED) and to provide and raise awareness of the use of the family friendly baby care rooms,
 - to implement forms of employment that promote the reconciliation of family life and work as well as to promote the employment of persons with disabilities in a spirit of social responsibility of the University,
 - to organize institutional family events,
 - to organize health promotion, sports, and cultural programmes for university citizens,
 - to encourage a health-conscious life by making outpatient appointments available again at the reorganised university healthcare centre (ME-ETK Center for Health Care and Methodology since October 2023).
 - in addition, to contribute to helping an increasing number of students with special needs and learning difficulties (SEN) within the framework of equal opportunities, and to helping them catch up. To this end, the University calls for the launch of a mandatory in-house training course for academic staff as part of the three-year training plan

(Employment Requirements System) with a special pedagogical focus on the educational problems of students with SEN.

Responsible: Rector, Chief Financial Officer, Directorate for Admissions and Education Management, representative of the institutional trade union (FDSZ)

Deadline: continuous

2. The University ensures that the members of the main decision-making body and the head of the Human Resources Directorate receive equal opportunities training once a year. The University strives to ensure that the citizens of the University continuously acquire equal opportunities knowledge through the coordination of the Equal Opportunities Committee.

Responsible: Rector, Chief Financial Officer, Directorate for Admissions and Education Management, Equal Opportunities Committee

Deadline: continuous (training of executives at least once a year)

3. The University expresses awareness of opportunity in its organizational behaviour, in all areas of its activities, in its internal and external communication (for example, it does not tolerate segregation, prejudices against groups with protected characteristics, manifestations of verbal and non-verbal aggression). The University makes the most important information on institutional equal opportunities available on its website, constantly updating it.

Responsible: Rector, Chief Financial Officer, head of the Communication Centre, head of the Directorate for Admissions and Education Management, Equal Opportunities Officer

Deadline: continuous

4. The University strives to further expand physical and info-communication accessibility and to maintain existing results. It continues to take into account the needs of women and men, the elderly, people with disabilities, children, parents with children when designing transport links, land use and new facilities. The University provides a specially equipped lounge for students with disabilities and strives to continuously improve the quality of this service.

Responsible: Rector, Chief Financial Officer (or under his/her direction the Department of Operations and Asset Development (head of the Directorate for Operations, Sports, and Dormitory Affairs), head of the Communications Centre, head of the Directorate for Admissions and Education Management, Disability Coordinator

Deadline: continuous

5. In recent years, our university has achieved significant results in the proportional representation of women and men at various levels of management. The University strives to maintain this balanced ratio and to implement positive changes and processes in areas of education, research, and other activities. In the future, it intends to draw on the professional recommendations of the GEPARD research group (Gender Equality Programme in Academia Raising Diversity) in Central and Southern Europe including Hungarian partners.

Responsible: Rector, Chief Financial Officer (or under his/her direction the head of the Human Resources Directorate)

Deadline: continuous

6. In view of its internationalisation processes, the University ensures that its international partners, and in particular its international students and employees, are provided with information in a foreign language on the university services and opportunities to which they are entitled in an easily accessible way in order to support their learning, teaching, research and leisure activities. Furthermore, it seeks by all possible means to facilitate the integration of international students and employees within the university and the wider society, so that they do not suffer disadvantages in any area compared to other university citizens. Organising a variety of leisure activities (e.g. KÖSZI - Community Service Office) it helps people from different countries and cultures to get to know each other better, and thus to overcome the prejudice and intolerance that different nationalities sometimes experience towards each other.

Responsible: Rector, Chief Financial Officer, the Directorate for Scientific Affairs and International Relations, Community Service Office under the guidance of Department of Admissions and Training Management

Deadline: continuous

7. Within the framework of Third Mission of the Institutional Development Plan, the University promotes improving opportunities for students living in disadvantaged regions, their catching up, through cooperation agreements between faculties and public education institutions and schools.

Responsible: Rector, Director of the Department of Admissions and Training Management, Deans

Deadline: continuous

8. On behalf of the Board of Trustees, the University continues to support talented students from socially deprived backgrounds who have achieved excellent results by regularly awarding scholarships for 1-1 academic year.

Responsible: Rector, head of the Directorate for Admissions and Education Management

Deadline: continuous, at the beginning of every academic year

IV. Institutional background of the Plan

1. The executives of the University exercising employer rights are responsible for the implementation of the Plan. The coordination of equal opportunities tasks at university level is the duty of the Director of Admissions and Training Management, who is assisted by the Equal Opportunities Committee, the Disability Coordinator, and the Equal Opportunities Officer. Executives exercising employer rights must inform all employees and students of the content and adoption of the Plan making it available on the University's central website.

2. The Equal Opportunities Committee exercises its power to give opinions, make proposals, initiative and provides supervision, and is responsible for investigating matters arising in

connection with the implementation of the Plan. The Committee provides the Senate with information on its work and the institutional status of equal opportunities as necessary, but at least every two years.

3. Pursuant to Section 43 of Volume I of the SZMSZ, the Rector shall propose candidates to be the chair and members of the Equal Opportunities Committee after consultation with the trade union, on understanding that a woman be nominated as the chair of the Committee and that her professional experience in the field of equal opportunities be taken into account during the selection process. Academic staff or a researcher with an academic degree (PhD), if possible, in an executive position, may be elected as the chair. The number, composition and operation of the Committee shall be laid down in its Rules of Procedure.

4. Specific duties of the **Equal Opportunities Committee**:

- it cooperates with the disability coordinator and the equal opportunities officer. It considers the institutional trade union, Student Union, PhD Students' Union, Communications Centre, Directorate for Admissions and Education Management (as the supervisory body for the Committee's work), Health Promotion Coordination Council, Directorate for Scientific Affairs and International Relations, Ecumenical Chaplaincy, staff members providing specialised psychological services, Community Service Office (KÖSZI) as key partners,
- it continuously reviews the compliance of the Plan with the legislation in force and monitors the fulfilment of the duties specified in the Plan,
- at the request of the President of the Scientific Students' Association of the University, the chair of the committee or a member appointed by the committee participates in the evaluation of the Opportunity Award applications and makes proposals for the award of the Opportunity Award and certificates of appreciation,
- it develops a detailed Equal Opportunities Action Plan to alleviate the disadvantages identified during the situation assessment,
- it investigates staff complaints in cases of equal treatment violations submitted to the head of the Committee, with the involvement of the head of the Directorate for Admissions and Education Management, the Equal Opportunities Officer, and a representative of the relevant institutional trade union. To this end, a hearing between the interested parties is held with the involvement of an internal mediator. If the hearing is unsuccessful, after consulting the Committee, the head of the Committee submits a proposal to the Rector for the application of the sanctions provided for in the Collective Agreement and other legislation,
- the head or the secretary takes part in the work of the Student Legal Redress Committee in the event of discrimination against a student of the University and/or gives an expert opinion on the matter if requested,
- mainly with the participation of its competent members, the Committee promotes equal opportunities in the implementation of measures affecting university citizens, such as drafting and amending university regulations, contracting, undertaking of commitments, tenders and investment, quality development, developing employment plans and measures concerning the

way of living and studies of international students, etc.,

- it gives an opinion on the enforcement of accessibility aspects in the case of infrastructure developments affecting the University buildings, and
- it formulates recommendations from equal opportunities aspects during the preparation of the Institutional Development Plan,
- it makes a proposal for the Equal Opportunities Plan for the following two-year cycle,
- it makes a proposal to award students and employees performing outstanding work in the field of equal opportunities,
- if the university regularly conducts satisfaction surveys (among students, employees, management) in the following years, the committee identifies the resulting equal opportunities challenges and keeps them in mind in its work.

5. Duties of the **equal opportunities officer**:

- performing the secretarial duties of the Equal Opportunities Committee,
- giving an opinion on the mandatory equal opportunities commitments in the applications to be submitted by the University, about their feasibility and sustainability, monitoring the fulfilment of the equal opportunities commitments made there, and continuously providing the data related to equal opportunities to the ongoing applications,
- coordinating events concerning equal opportunities in the framework of the projects and applications of the University,
- publishing and continuously updating information and calls for proposals of public interest concerning equal opportunities and the Rules of Procedure of the Equal Opportunities Committee on the central website of the University in Hungarian and in English,
- on request, providing information to Hungarian and international students attending the freshers' camp, contributing to the regular monitoring of the gender equality plan.

6. Duties of the **disability coordinator**:

- consulting with faculty disability coordinators,
- providing opportunities for assistance during the studies and examinations of students with disabilities, and organizing consultation opportunities for academic staff required by students with disabilities,
- checking the application of “Regulations for the Preferential Treatment of Students with Disabilities at the University of Miskolc” (updated version of University Regulation No. 1.3.13. currently in force),
- commenting on and forwarding to faculties applications for exemption, assistance, and benefits of students with disabilities,
- participation in the work of the Equal Opportunities Committee, consulting with students with disabilities and their personal assistants,
- proposing the use of normative support to assist the studies of students with disabilities, the acquisition of material resources necessary for the provision of assistance, other expenses,

- determining entitlement to normative support based on the fact and severity of the disability,
- if necessary, formulating recommendations for the executives of the University to ensure equal opportunities for students with disabilities in a more satisfactory manner,

7. Due to their outstanding function, the comprehensive duties of the executives exercising employer's rights are as follows:

- implementing the requirements of equal opportunities through the human resource policy and economic instruments within their competence in accordance with the Equal Opportunities Plan,
- informing employees about equal opportunities in writing or electronically.

The Equal Opportunities Plan was adopted by Senate Resolution No. 256/2023 and its provisions shall enter into force on 1 January 2024.

The scope of the Equal Opportunities Plan extends to all employees and students of the University of Miskolc.

Miskolc, 11 December 2023

Prof. Dr. Judit Hell
Chair
of the Equal Opportunities Committee

Prof. Dr. Zita Horváth
Rector
Chair of the Senate