MINGACHEVIR STATE UNIVERSITY

POLICY DOCUMENT

GENDER EQUALITY POLICY

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Document Information

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02 Purpose:



The Gender Equality Policy aims to ensure equal rights, opportunities, and fair treatment for all members of Mingachevir State University, regardless of gender. It establishes a comprehensive framework to prevent discrimination, eliminate gender-based inequalities, and promote inclusivity across all academic, administrative, and social activities.

The policy seeks to foster a respectful, safe, and inclusive institutional environment where diversity is recognized as a value and all individuals are empowered to fully participate in university life. Particular attention is given to removing structural and cultural barriers that may limit equal access to education, employment, leadership positions, and professional development opportunities.

The policy also supports the integration of gender equality principles into teaching, research, and institutional governance. Academic programs and research activities are encouraged to incorporate gender-sensitive approaches, while decision-making processes are designed to ensure balanced representation and equal participation.

In addition, the policy promotes awareness, capacity building, and accountability through training programs, awareness campaigns, and inclusive institutional practices. Mechanisms are established to monitor progress, address grievances, and ensure transparency in implementation.

03 Introduction

Gender equality represents a core principle of human rights, social justice, and sustainable development. Higher education institutions play a crucial role in advancing this principle by ensuring equal access to opportunities, fostering inclusive learning and working environments, and addressing structural and cultural barriers that may lead to inequality. Promoting gender equality within universities not only enhances institutional effectiveness but also contributes to broader societal progress.

Mingachevir State University recognizes the importance of establishing an environment where all individuals—regardless of gender—are treated with dignity, respect, and fairness. Institutional commitment is reflected in efforts to eliminate discrimination, prevent gender-based inequalities, and ensure equal participation in academic, administrative, and social processes. Creating such an environment supports both personal development and professional growth for all members of the University community.

The Gender Equality Policy provides a structured and comprehensive framework for embedding gender equality principles into all areas of university activity. It promotes the integration of gender-sensitive approaches into teaching and learning, research and innovation, and institutional governance. The policy also encourages balanced representation in decision-making processes and equal access to resources, opportunities, and leadership roles.

Particular attention is given to addressing potential risks such as gender bias, unequal representation, and barriers to participation. Preventive and corrective measures are designed to ensure fairness in recruitment, promotion, evaluation, and access to educational opportunities. The policy also supports mechanisms for reporting and addressing grievances related to discrimination or inequality.

04 Key Definitions

Gender Equality: The state in which individuals of all genders have equal rights, responsibilities, and opportunities. It ensures fair access to education, employment, resources, and decision-making processes.

Gender Discrimination: Any distinction, exclusion, or restriction based on gender that limits or denies equal rights and opportunities. It can occur in academic, professional, or social contexts.

Equal Opportunity: The principle that all individuals are provided with fair access to education, employment, and development opportunities without bias or discrimination. Decisions are based on merit and competence.

Gender Mainstreaming: The process of integrating gender equality considerations into all policies, programs, and activities. It ensures that the impact on different genders is considered in planning and decision-making.

Inclusive Environment: A safe, respectful, and supportive environment where diversity is valued and all individuals feel included and empowered. It promotes participation and equal treatment across all university activities.

05 Scope of Application

The Gender Equality Policy applies to all academic, administrative, and operational activities at Mingachevir State University. Coverage includes all physical and digital environments of the University, such as classrooms, laboratories, offices, online platforms, research settings, and all areas of campus life.

Applicability extends to all members of the University community, including academic staff, administrative personnel, students, visiting scholars, researchers, contractors, and external partners engaged in university activities. All stakeholders are required to adhere to principles of equality, non-discrimination, mutual respect, and professional ethics in all interactions.

The scope encompasses key institutional processes, including recruitment, hiring, promotion, performance evaluation, remuneration, access to education, scholarships, participation in decision-making, leadership opportunities, and allocation of resources. These processes are to be conducted in a transparent, fair, and gender-sensitive manner, ensuring equal access and eliminating potential bias.

The policy also addresses issues related to gender-based discrimination, harassment, and unequal treatment. Preventive and corrective mechanisms are included to ensure that complaints are handled confidentially, fairly, and effectively, and that appropriate actions are taken when violations occur.

Implementation extends to teaching, research, and innovation activities, where gender perspectives are encouraged to be integrated into curricula, research design, and academic discussions. This approach supports the development of inclusive knowledge and promotes equal participation in academic advancement.

06 Core Principles

Gender Equality and Non-Discrimination	Equal rights and opportunities are ensured for all genders, and any form of gender-based discrimination is strictly prohibited.
Equal Access and Participation	All individuals have equal access to education, employment, leadership roles, and decision-making processes without gender-based barriers.
Gender Balance and Representation	Balanced representation of genders is promoted in academic, administrative, and leadership positions across the University.
Prevention of Gender-Based Harassment and Bias	All forms of harassment, bias, and unequal treatment based on gender are prevented through clear policies and reporting mechanisms.
Gender Mainstreaming	Gender perspectives are integrated into teaching, research, policies, and institutional decision-making processes.
Awareness, Empowerment and Accountability	Awareness is raised through training and education, while accountability mechanisms ensure effective implementation and continuous improvement.

07 Strategic Objectives



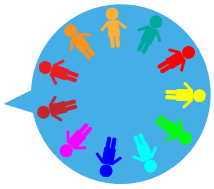
Promote Gender Balance in Leadership and Decision-Making: Increase balanced representation of genders in academic, administrative, and leadership positions. Support inclusive decision-making processes across all institutional levels.



Integrate Gender Equality into Teaching and Research: Embed gender perspectives into curricula, research activities, and academic programs. Encourage gender-sensitive approaches in knowledge creation and innovation.



Ensure Equal Opportunities in Education and Employment: Guarantee fair and equal access to education, recruitment, promotion, and professional development for all genders. Eliminate barriers that may limit participation or advancement.



Strengthen Awareness, Capacity Building, and Institutional Accountability: Promote awareness through training, campaigns, and educational initiatives. Develop monitoring systems and accountability mechanisms to ensure continuous improvement and effective implementation of the policy.



Ensure Gender Pay Equity and Eliminate Gender Pay Gaps: Ensure equal pay for equal work and work of equal value, regardless of gender, across academic, administrative, technical, and support staff. Commit to annually measuring and analysing gender-based pay differences, identifying unjustified disparities, and implementing corrective measures to eliminate gender pay gaps.

08 Key Performance Indicators (KPIs)

Objective	Indicator (KPI)	Baseline (2024)	Target (2027)	Timeline	Responsible Unit
Ensure balanced gender representation	No gender group falls below a minimum threshold (%)	Male: 35%	≥40%	2024–2027	Human Resources Department
Improve balance in academic staff	Gender disparity level among academic staff	30% gap	≤20% gap	2024–2027	Human Resources Department
Strengthen inclusive leadership	Share of underrepresented gender in leadership positions	25%	≥40%	2024–2027	Rectorate / Human Resources
Prevent discrimination and harassment	Resolution rate of gender-related complaints (%)	70%	≥95%	2024–2027	Ethics and Disciplinary Committee
Increase awareness and participation	Share of staff and students trained in gender equality	30%	≥75%	2024–2027	Human Resources / SDG Team

09 Implementation Mechanism

Implementation of the Gender Equality Policy at Mingachevir State University is carried out through a coordinated, institution-wide approach that integrates planning, execution, monitoring, and continuous improvement. Responsibilities are clearly defined across structural units to ensure effective and consistent application of gender equality principles in all areas of university activity.

Operational implementation is led by the Human Resources Department in close cooperation with relevant academic and administrative units. Key actions include promoting equal opportunities in recruitment and promotion processes, ensuring gender-sensitive practices in workplace management, and supporting a fair and inclusive institutional culture. Procedures are established to prevent and address gender-based discrimination, harassment, and unequal treatment.

Strategic coordination is supported by the Sustainability Committee and relevant institutional bodies, which align gender equality initiatives with broader university priorities and development strategies. Annual action plans and KPIs are developed to guide implementation and measure progress in a structured and measurable way.

Monitoring and reporting mechanisms ensure that implementation remains evidence-based and transparent. Data related to gender representation, participation, and equality indicators are collected and analyzed регулярно, supporting informed decision-making and timely corrective actions.

Awareness-raising and capacity-building activities form an integral part of the implementation process. Training programs, workshops, and campaigns are organized to promote understanding of gender equality, prevent bias, and encourage inclusive behaviors among students and staff.

10 Governance and Responsibilities

Structure / Role	Responsibilities
Rector	Provides overall leadership for the implementation of the Gender Equality Policy, ensures its integration into institutional strategy, and assumes accountability at the university level.
Academic Council	Defines strategic directions, approves key policy measures, and ensures alignment of academic and institutional activities with gender equality principles.
Human Resources Department	Acts as the primary implementing body, ensures gender-equal recruitment, promotion, and working conditions, and manages grievance and reporting mechanisms.
Faculties and Structural Units	Implement the policy at faculty and departmental levels, integrate gender perspectives into teaching and research, and report on progress and outcomes.
Ethics and Disciplinary Committee	Reviews and addresses cases related to discrimination, harassment, and unequal treatment, ensuring fair, confidential, and transparent procedures.

11 Monitoring and Evaluation

Monitoring and evaluation of the Gender Equality Policy at Mingachevir State University are conducted through a comprehensive, evidence-based system designed to ensure accountability, transparency, and continuous improvement. The framework integrates both quantitative indicators and qualitative assessments, enabling a holistic understanding of progress and impact across academic, administrative, and social dimensions of the University.

Regular monitoring focuses on key performance indicators such as gender representation among students, academic staff, and leadership positions; participation rates in training and awareness programs; and the effectiveness of mechanisms addressing gender-related complaints and grievances. Data are collected periodically by the Human Resources Department, faculties, and other relevant structural units, and are analyzed to identify trends, disparities, and areas requiring intervention. Where appropriate, data are disaggregated by gender and other relevant factors to ensure a more accurate and inclusive analysis.

Evaluation extends beyond statistical measurement to include qualitative aspects such as the inclusiveness of the institutional environment, perceptions of fairness and equal opportunity, and the effectiveness of awareness and capacity-building initiatives. Feedback is systematically gathered through surveys, focus groups, consultations, and digital reporting tools, ensuring that the perspectives of students, academic staff, and administrative personnel are incorporated into the evaluation process.

Transparency is ensured through the systematic documentation and communication of findings. Key results are shared through internal information systems and, where appropriate, published via official university platforms to promote openness and institutional accountability. Supporting evidence, including statistical data, analytical reports, and records of activities, is maintained to verify outcomes and strengthen credibility.

Continuous improvement is a central component of the monitoring framework. Evaluation findings are integrated into planning and management processes, enabling the University to refine its approaches, enhance effectiveness, and respond to evolving institutional and societal needs. Successful practices are scaled up, while identified weaknesses are addressed through targeted interventions, ensuring that the policy remains dynamic, relevant, and impactful over time.

12 Stakeholder Engagement

Effective implementation of the Gender Equality Policy at Mingachevir State University relies on the active and inclusive engagement of both internal and external stakeholders. A participatory approach ensures that gender equality principles are embedded across all areas of university life and reflect the needs and expectations of the academic community.

Internal stakeholders, including academic staff, administrative personnel, and students, play a central role in promoting gender equality. Faculties and structural units support the integration of gender-sensitive approaches into teaching, research, and daily operations. Students are engaged through awareness campaigns, training sessions, and initiatives led by groups such as the SDG Team and student clubs, which encourage participation and foster inclusive attitudes.

External stakeholders, including governmental institutions, non-governmental organizations, and international partners, contribute to the development and strengthening of gender equality practices. Cooperation with these entities facilitates knowledge exchange, access to best practices, and alignment with national and international standards in gender equality and non-discrimination.

Collaboration with industry partners and employers also supports the implementation of the policy by promoting equal opportunities in internships, employment, and career development. Such partnerships help ensure that gender equality principles extend beyond the university into the broader labor market.

Feedback and communication mechanisms are an integral part of stakeholder engagement.

13 Alignment with Sustainable Development Goals

Promotion of equal rights, opportunities, and participation across all university activities directly supports **SDG 5** – Gender Equality by eliminating discrimination and strengthening inclusive institutional practices. Efforts to ensure balanced representation and equal access contribute to the achievement of gender equality targets.

Inclusive education, fair access to academic opportunities, and integration of gender perspectives into teaching and learning processes align with **SDG 4** – Quality Education. These actions enhance equity in education and support the development of an inclusive and supportive learning environment.

Fair employment practices, equal career opportunities, and inclusive workplace conditions contribute to **SDG 8** – Decent Work and Economic Growth. Promoting non-discriminatory work environments strengthens institutional performance and supports sustainable economic participation for all genders.

14 Evidence and Reporting

Implementation of the Gender Equality Policy at Mingachevir State University is supported by a structured evidence and reporting system that ensures transparency, accountability, and data-driven decision-making. All gender-related activities and outcomes are systematically documented and verified through reliable data sources.

The evidence base includes quantitative indicators such as gender distribution among students, academic staff, and leadership positions; participation rates in training and awareness programs; and statistics on reported and resolved gender-related complaints. These data are collected periodically by the Human Resources Department and relevant structural units, and are analyzed to assess progress against defined KPIs.

Qualitative evidence is also maintained to provide a comprehensive view of policy impact. Awareness campaigns, training sessions, and institutional activities are documented through reports, participant records, feedback surveys, and other supporting materials. Contributions from faculties and student initiatives are also included to reflect the full scope of implementation.

Reporting is conducted on a regular basis through periodic and annual reports prepared by the Human Resources Department in coordination with relevant units. Reports are submitted to the University leadership to support strategic planning and informed decision-making.

The Ethics and Disciplinary Committee plays a key role in documenting and reviewing gender-related complaints and ensuring that cases are handled fairly, confidentially, and transparently.