UGANDA TECHNOLOGY AND MANAGEMENT UNIVERSITY (UTAMU)
GENDER POLICY

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Forward

Uganda Technology and Management University (UTAMU) is committed to promoting a diverse, scholarly community in which people are valued, respected, and treated equitably. Its quest to achieve excellence in teaching and learning, research and innovation and engagement, it requires an academic environment in which staff and students from a wide range of backgrounds and cultures can flourish irrespective of class race or gender.

The development of this Gender Policy has been inspired by the overwhelming demand to correct the imbalances in academia with regards to issues of equality and equity amongst the sexes.

UTAMU opposes discrimination on the grounds of gender, ethnic or national origins, employment status, disability, family status, marital status, sexual orientation, gender identity, age, religious or ethical belief. This policy requires that all selection, appointment, promotion and evaluation processes should be based on impartial assessment of merit and the definition of merit is inclusive of diverse skills and contributions. Where necessary, procedures will be reviewed, training provided and assistance given in achieving the successful delivery of equal opportunities and justice.

Mainstreaming gender involves making gender an integral part of all UTAMU's systems, processes and procedures. This policy tries to ensure that there is equality and equity in the operations of the University, that the value of every individual is recognized and appreciated, and that, there is a conducive and friendly environment that respects the diversity of staff and students and enables them to achieve their full potential, to contribute fully and to derive maximum benefits and enjoyment from their involvement in the life of the University.

Gender mainstreaming requires in-depth analysis, the development of tools for gender integration, capacity building of technical teams, the training and sensitization of organs, institutions and beneficiary sectors and skills for monitoring and evaluation, as well as the drafting of reports.

As they say "a journey of a thousand miles begins with one step". This policy is a step in the right direction.

Dr. Joseph Kasumba Ssewanyana, PhD

Chairperson, University Council

Definition of Terms

EMPOWERMENT: The process of "conscientisation" which builds critical analytical skills for an individual to gain self-confidence in order to take control of her or his life. Empowerment of women is an essential process in the transformation of gender relations because it addresses the structural and underlying causes of subordination and discrimination.

ENGENDERING: engendering refers to the process of integrating gender considerations and concerns into words, actions, assessments and procedures.

GENDER AWARENESS: A state of knowledge of the differences in roles and relations of women and men and how this results in differences in power relations, status, privileges and needs. It is also the recognition of the differences in the interests, needs and roles of women and men in society and how they result in differences in power, status and privilege. It also means the ability to identify problems arising from gender inequity and discrimination.

GENDER BLIND: The situation where potentially differential policy impacts on men and women are ignored.

GENDER BUDGETING: A budgeting method that analyses the incidence of budgets on men and women and girls and boys. Gender budgeting entails analyses of revenue and expenditure impacts so as to avoid or correct gender imbalances.

GENDER DISCRIMINATION: Differential treatment of individuals on the grounds of gender or prejudicial treatment of individuals on the account of their gender.

GENDER EQUALITY: A situation where women and men have equal conditions for realizing their full human rights and potential; are able to contribute equally to national political, economic, social and cultural development; and benefit equally from the results. Gender Equality entails that the underlying causes of discrimination are systematically identified and removed in order to give women and men equal opportunities. The concept of Gender Equality, as used in this policy, takes into account women's existing subordinate positions within social relations and aims at the restructuring of society so as to eradicate male domination. Therefore, equality is understood to include both formal equality and substantive equality; not merely simple equality to men.

GENDER EQUITY: The fair and just distribution of all means of opportunities and resources between women and men.

GENDER GAP: A difference in any aspect of the socio-economic status of women and men, arising from the different social roles ascribed by society for women and men.

GENDER INDICATOR: An indicator that captures gender related changes in society over time and in relation to a norm.

GENDER ISSUES: these are issues that arise when the relationships between women and men, their roles, privileges, status and positions are identified and analysed. Gender issues arise where inequalities and inequities are shown to exist between people purely on the basis of their being female or male. The fact that gender and gender differences are socially constructed is itself a primary issue to deal with.

GENDER MAINSTREAMING: Refers to a process that is goal oriented. It recognises that most institutions consciously or unconsciously serve the interests of men and encourages institutions to adopt a gender perspective in transforming themselves. It promotes the full participation of women in decision-making so that women's needs move from the margins to the centre of development planning and resource allocation. It calls for a gender analysis of all programmes and functions of the university to determine their differential impact on women and men which will serve as a basis for action to correct gender imbalances and promote gender justice.

GENDER NEUTRAL: The assumption that policies, programmes and project interventions do not have a gender dimension and therefore affect men and women in the same way. In practice, policies intended to be gender neutral can be gender blind.

GENDER PERSPECTIVE: An approach in which the ultimate goal is to create equity and equality between women and men. Such an approach has a set of tools for and guidelines on how to identify the impact on development of the relations and roles of women and men.

GENDER POLICY: An organisation's policy that integrates gender in the mainstream of its programme activities, where the policy also designates institutional arrangements, responsibilities, management functions and tools/guidelines for mainstreaming.

GENDER RESPONSIVE: Refers to a planning process in which programmes and policy actions are developed to deal with and counteract problems, which arise out of socially constructed differences between women and men.

GENDER SENSITIVE: The state of knowledge of the socially constructed differences between women and men, including differences in their needs, as well as to the use of such knowledge to identify and understand the problems arising from such differences and to act purposefully to address them.

GENDER STEREOTYPING: Constant portrayal in the media, the press or in the education system, of women and men occupying certain roles according to the socially constructed gender division of labour and expectations in behaviour.

GENDER TRAINING: The provision of formal learning experiences and skills in order to increase gender analysis and awareness skills, which serve to recognise

and address gender issues in the programming process. Training can include the three dimensions of:- political - introducing gender concepts and analysis; the professional - providing staff with "how–to" skills; and the personal - challenging an individual's gender attitudes and stereotypes.

GENDER: In this policy document, refers to the social roles allocated respectively to women and to men in particular societies and at particular times. Such roles, and the differences between them, are conditioned by a variety of political, economic, ideological and cultural factors and are characterised in most societies by unequal power relations. Gender basically refers to the socially constructed and constantly changing roles, responsibilities and rights of women and men in a given society.

Gender is distinguished from sex, which is biologically determined. It is also defined as the socially and culturally constructed differences between men and women, boys and girls, which give them unequal value, opportunities and life chances. It also refers to typically masculine and feminine characteristics, abilities and expectations about how women and men should behave in society. These characters are time bound and changeable.

POLICY: Guiding principles to a course of action arrived at by decision-makers to address a particular issue or issues.

SEX: The biological state of being a male or female. Sex is not equal to gender.

1. Rationale

Uganda Technology and Management University (UTAMU) has positioned itself as a high quality education and research institution in the region. Furthermore the University has positioned itself to undertake consultancy, knowledge transfer partnerships and business incubation.

The Vision of Uganda Technology and Management University is "*To be a global educational institution for management, science, technology and innovation*" and

The Mission of the university is "*To provide global quality education, research and innovation critical to economic and human development.*

Gender is determined by the society and differs from one culture to another and even within the same culture depending on such factors as age, education, exposure and religion among other factors. Sex on the other hand refers to the biological make-up of an individual, which is determined at birth and cannot be changed.

Gender disparities occur due to factors such as cultural differences, social attitudes, and unequal accessibility to productive resources, educational attainment and disproportional participation in decision making at all levels. Because of the differences in gender roles, rights and responsibilities, programs impact differently on women and men. In some cases, programs can benefit one gender while they disadvantage the other. Gender analysis enables possible negative impacts to be detected and corrective measures undertaken.

UTAMU Strategic Plan 2012 – 2022 has committed itself to:

- Enhancing the principle of equal opportunities such that no deserving persons are discriminated against on the basis of gender by strengthening the affirmative action policy.
- Institutionalizing the principle of gender mainstreaming to ensure that opportunities and benefits are equally accessible to both women and men in all its operations, activities and programs.

This gender policy will guide UTAMU in its actions to eliminate barriers and gender inequality within the University community.

The policy seeks to create a framework that will assist the University to encourage gender equality in all staff and student activities and ensure equitable participation and appropriate representation of both genders in all its decision-making processes. Specifically, the policy commits the University to applying the

principle of gender equality in staffing, training and development, in student enrolment, and provides equal opportunities in teaching and learning, research and innovation and engagement.

2. **Guiding Principles and Assumptions**

UTAMU Gender policy is based on the following guiding principles and assumptions: -

- Gender is a crosscutting issue and therefore interrogations and interventions should encompass all University functions, systems and processes.
- Gender issues must be made visible lest they become subsumed, neutral or disappear altogether.
- Some gender gaps can be addressed immediately while others require medium and long-term interventions.

3. **Policy Goals, Objectives and Strategies**

This policy is based on the following values:

a) The University is committed to equal opportunity such that no deserving persons are discriminated against on the basis of gender when it comes to enrollment of students and staff employment;

b) Women and men are to be valued equally in all dimensions of the University's work and provide equitable opportunities for development;

c) The University is sensitive to gender issues and committed to addressing gender imbalances in enrolment of students and staff employment;

d) The University is committed to building an all-inclusive academic community which provides the opportunity for all persons to develop their full potentials irrespective of disability, socio-cultural background and sex orientation;

e) The curriculum includes learning experiences and areas of knowledge which will assist all students to gain an understanding of what it means to be female or male in their respective fields, of the inequitable relationships between women and men in most societies, and of the meaning of the universal right to equality;

f) Affirmative action strategies to improve the quality of education for women are based on a recognition that action is required at all levels of the education system to advance women's development and achieve gender equality and equity.

3.1. Goal One

UTAMU is committed to the achievement of gender balance with respect to both academic and administrative staffing and decision-making processes.

3.1.1. Objective

To increase the percentage of female members of staff at all levels of the University in both academic and administrative units to at least 50% in the next ten (10) years.

3.1.2. Strategies

a) The University shall give preference to women applicants in the recruitment process in situations where both sexes perform equally. However, in units where the ratio is already weighed in favour of women, men will be favorably considered.

b) Directorates, Schools,Departments and Centres shall search for qualified women to fill vacant academic and administrative positions.

c) The University shall ensure that there is a fair representation of both women and men on all committees, boards, Senate and Council.

d) The University shall ensure that its policies on staff development are fair and non-discriminatory on the basis of sex.

e) The university shall ensure the review of its policy documents from a gender perspective.

f) Women shall be encouraged to take on higher-level responsibilities.

f) The University will provide a mentoring scheme for women in areas where there is an identified need.

3.2. Goal Two

UTAMU is committed to achieving gender balance in enrolment of students.

3.2.1. Objective

To increase the enrolment of either female students or male students on all UTAMU academic programmes as the case may be to ensure balanced enrolment.

3.2.2. Strategies

a) The University will adopt appropriate concessionary measures in designated disciplines where numbers in a particular gender are unacceptably low.

b) The University shall ensure gender equity in the award of scholarships.

c) Both male and female students shall be encouraged to apply on all the academic programmes.

3.3. Goal Three

UTAMU shall maintain gender-disaggregated statistics on both staff and students for decision-making purposes.

3.3.1. Objective

To provide gender-disaggregated statistics for reporting, monitoring, evaluation and decision-making purposes.

3.3.2. Strategies

a) The University shall maintain gender-disaggregated statistics of all staff, disaggregated further by Directorates, Schools, Departments and Centres; and shall update these statistics annually and publish them.

b) The University shall maintain gender-disaggregated statistics of all students, disaggregated further by Schools and Departments; and shall update these statistics annually and publish them.

c) The University shall maintain a database of all members of the academic and administrative staff, specifying their qualifications, experiences, areas of expertise and interest and services to and outside the University.

3.4. Goal Four

UTAMU shall address gender issues in the content of courses and course materials.

3.4.1. Objective

To ensure the engendering of the curriculum by making sure content of courses and materials for teaching and learning are gender responsive.

3.4.2. Strategies

a) Encourage the review and restructuring of courses to ensure coverage of gender issues.

b) Promote an environment, which is supportive of both women and men in all aspects including teaching and learning processes, classroom management, organisation, the social and cultural and physical environment, values and attitudes.

c) Ensure that UTAMU's annual budget follows the tenets of gender budgeting.

d) Plan for the implementation of crosscuttingcourses in gender studies within the University in the short and medium term.

3.5. Goal Five

UTAMU shall address gender issues in research and innovation activities.

3.5.1. Objective

To ensure the engendering of the research and innovation activities by making sure the research and innovation policies, procedures and processes are gender responsive.

3.5.2.Strategies

a) Encourage the review of research and innovation policy to ensure coverage of gender issues.

b) Promote an environment, which is supportive of both women and men in all aspects including research and innovation processes, research and innovation laboratory management, organisation, the social and cultural and physical environment, values and attitudes.

c) Ensure that UTAMU's annual budget follows the tenets of gender budgeting.

3.6. Goal Six

UTAMU shall address gender issues in (community)engagement activities.

3.6.1. Objective

To ensure the engendering of the (community)engagement activities by making sure the engagement procedures and processes are gender responsive.

3.6.2.Strategies

a) Ensure that placement of UTAMU students for field attachment is based on merit and students' preferences.

b) Ensure that the selection of (community) engagement partners is merit based.

c) The selection of community-based projects is through an open process and the final selection is based on impact and sustainability of the outputs and outcomes.

d) Promote an environment, which is supportive of both women and men in all aspects (community) engagement including engagement processes, engagement facilities management, management, organisation, the social and cultural and physical environment, values and attitudes.

e) Ensure that the partners in (community) engagement are gender aware and sensitive through targeted training.

3.7.   Goal Seven

UTAMU supports the development of policy documents from a gender perspective and the use of gender sensitive language at all levels of activity.

3.7.1. Objective

To promote the use of gender sensitivity in: all University policy documents; all published matter ascribed to UTAMU; and all information conveyed to students, staff and applicants for positions in the University.

3.7.2. Strategies

The following practices should be observed:

a) The use of 'man' or 'men' as generic terms to describe both genders should be avoided as much as possible. The use of these terms should be restricted to males. Gender neutral/sensitive terms exist and should be used, for example, 'person', 'people', 'staff', and 'personnel';

b) Plural subjects should be used in case of unspecified gender to avoid awkward use of pronouns. For example, the phrase "Each student should check his or her results" should be expressed "Students should check their results";

c) Where it is not relevant, a person's gender should not be mentioned. For example the phrase " The woman referee...." should be expressed "The referee ...."

d) Educate the University community on the use of gender sensitive language.

e) Encourage the review of UTAMU policy documents from a gender perspective.

3.8.   Goal Eight

UTAMU is committed to ensuring that gender issues are considered and included in University grant proposals and projects.

3.8.1. Objective

To ensure that the proposals for funding are gender responsive.

3.8.2. Strategies

a) Project proposals in all fields shall consider the needs of all sexes, with greater emphasis on attaining gender balancing in staff and students of UTAMU.

b) Monitoring and evaluation of projects should identify the impact on all sexes.

4. Timeframe, Monitoring and Evaluation

This policy has identified six principles with policy objectives and implementation strategies. The strategies serve as guidelines. Schools, Directorates, Departments, and Centres may use other strategies where appropriate to achieve the objectives in line with gender equality and gender equity principles.

To ensure that the policy is implemented and makes a meaningful impact:

a. An interdisciplinary gender balanced committee shall be established to ensure that the different Directorates, Schools, Departments and Centres of the University implement the policy.
b. A plan of action with specific indicators and timeframe shall be developed.
c. Indicators for measuring the progress of policy objectives will be developed by the Committee.
d. Monitoring and Evaluation (M&E) instruments shall be developed and implemented.
e. Achievements will be monitored, evaluated and reported annually by the committee.
f. A sensitization programme will be organized on the gender policy for the University community.
g. The policy will be made available to all through publication on the website and printed hardcopies.

The effective date of the policy shall be the approval date by the University Council.