

Equal Opportunities Plan Department of Game Design

Equal Opportunities Plan for the Department of Game Design, Campus Gotland

By autumn 2017 the Department had 25 members of staff, and it then appointed an Equal Opportunities Group (EOG). Previously, there had already been an EO representative at the Department, who had taken part in the Faculty and University's "Equal Opportunities Days". In 2017, emphasis was laid on employee training and Malin Ekström (Uppsala University EO Coordinator) held an in-house Discrimination Act coaching session.

In 2018, Hooshang Bazrafshan (the University's EO specialist who provided its training in EO) visited the Department. Holding the EO Days event was supplemented by creation of the comprehensive Action Plan for the Department (*Equality Tasklist*; see Appendix 1) and routines for monitoring compliance with the Plan. In the past three-year period, the EOG has been working on the Action Plan and its provisions.

The Department of Game Design works continuously on EO issues to prevent and counteract discrimination, and promote equal rights and opportunities, on behalf of all the employees and students. The Action Plan is based on the Discrimination Act (Swedish Code of Statutes 2008:567), which covers seven grounds of discrimination: gender, transgender identity or expression¹, ethnicity², religion or other belief, functionality³, sexual orientation and age. This Act requires ongoing work to promote EOs, with active measures covering all the grounds of discrimination. Such measures consist in preventing discrimination in an activity, and promoting anti-discrimination and respect for equal rights and opportunities in other ways, irrespective of the discrimination grounds.

The Plan is also founded on the programme for equal treatment for 2017–20 issued by the Faculty of History and Philosophy (HISTFILFAK 2017/32), and on the University's *Equal Opportunities Action Plan* (UFV 2015/764). The Equality Tasklist is a working document that governs the Department's ongoing work on active measures. A statistical description of the Department's current situation is compiled annually (see Appendix 2).

Under the Discrimination Act, ongoing work to safeguard EOs for the staff must cover working conditions, provisions and practices regarding pay and other terms of employment, recruitment and promotion, training and other skills development, possibilities to reconcile gainful employment and parenthood, and procedures for admission and recruitment. Concerning the students, EO work must include forms of teaching and organisation of education, examinations and assessments of the students' performance, study environment and possibilities to combine studies with parenthood.

¹ Uppsala University (UU) and the Department of Game Design, prefers, like the Equality Ombudsman (DO), the term gender identity or gender expression over the normative concept of 'transgender identity.' These are used in the plan, except in the cases where the Discrimination Act is specifically referred to.

² UU and the Department prefer "ethnicity" to "ethnic affiliation", since the latter can be perceived as a static concept that excludes individuals' possible multifaceted ethnic background.

³ UU and the Department prefer "functionality" and "functional variation" to "disability". The former terms describe a person's physical, mental or intellectual functional capacity and are used instead of "disability", except in cases where the Discrimination Act is invoked.

The Department of Game Design's overall goals for EO work

The Head of Department bears overall responsibility for the Department's EO work, but tasks can be delegated to the EOG. Joint action involving employers, workers and students, a vital prerequisite for achieving the goals, takes place within the framework of staff meetings and study councils, as well as through the EOG. The Equal Opportunities Plan must be available on the website.

In all its activities, the Department of Game Design strives for the following overall EO goals:

- All the students and staff at the Department must have the same rights, duties and opportunities, and be treated with respect and dignity. This relates, but is not limited, to legal gender, gender identity or expression, ethnicity, religion or other belief, functionality, sexual orientation and age. No discrimination or harassment may occur.
- The Department will continuously work to apply active measures and otherwise promote EOs and inclusion.
- All the students and staff must be given the opportunity to attain a sound knowledge of the Discrimination Act, and of the EO plans and procedure for reporting discrimination at the University, Faculty and Department. Information must be available in Swedish and English.
- The Department of Game Design must actively work for broadened recruitment⁴ and retention of underrepresented groups in all employment categories, as well as undergraduate students. This includes gender equality.
- The Department of Game Design must work towards representation of diversity and an even gender composition in preparatory and decision-making bodies.
- Teaching and forms of examination must be accessible for students with functional variation.
- The Department must take note of EO issues in teaching and through feedback on students' work.
- The Department must actively work to become well informed about norms and examine them critically, and to counteract structural systems of power.

⁴ One important aspect of EO work at Uppsala University is the endeavour to broaden recruitment and participation, based on the requirement of equal rights and opportunities for all. The Plan therefore sets out measures in this area. For students, a special action plan for broadened recruitment has been developed by Student Services (UFV 2013/168).

The EOG in Game Design also seeks to emphasise that changing norms is a process-oriented undertaking, based on participation and democracy. It strives for continuous evaluation, collective responsibility and reflection.

Specific strategies to fulfil the overall goals

To achieve these goals, the following strategies have been adopted:

- The EO perspective must be integrated into all decision-making at the Department.
- The EO perspective and norm criticism must permeate every component of the education provided and be taken into account in the teaching design. The Department must take note of student projects that demonstrate the diversity of the student body and the relevance of the subject to EO-related social issues.
- EO work must include the international perspective, in terms of both linguistic and cultural differences.
- The EO perspective must be integrated into work on, and investigations of, the physical and psychosocial work environment.
- The Department's EOG must compile an annual statistical review of the prevailing situation regarding gender equality and representation at the Department (see Appendix 1).
- An EO representative is appointed to support and promote EO work.
- An investigation group is appointed to take part in investigating possible discrimination incidents.

Special areas of responsibility

Duties of the Head of Department

- To lead the overall work on EOs and otherwise promote them.
- With the EOG's assistance, to develop and, where necessary, revise the Department's EO Action Plan, with its general goals and specific strategies. The Plan must cover all student and employee categories and be adopted by the Department Board.
- To propose to the Board an EO representative and an Equal Opportunities Group (EOG) with special responsibility for monitoring EO work at the Department of Game Design and gathering information and data for this purpose. The EO representative must be included in the EOG.
 - The EOG should consist of representatives of all employment categories at the Department (researchers, teachers and administrative and technical staff).

Employee organisations and student associations with union status must be given the opportunity to appoint their own representatives to the group. The group arrangement is renewed every academic year.

- To ensure that reports of discrimination are investigated promptly and measures taken to make certain that discrimination is not repeated. The investigation and follow-up must be carried out according to rules in the Discrimination Act and *Guidelines for Dealing with Cases of Harassment under the Discrimination Act* (UFV-PA 2020/2325).

Duties of the Equal Opportunities Group (EOG)

- In dialogue with the Head of Department, Management Team and Department Board, to act as a working group and advisory body, and also to prepare decisions for the Head of Department or Department Board where necessary.
- To monitor the Department's overall work on active measures and otherwise promote EO issues.
- To serve as a contact group that can raise proposals and complaints from students and staff concerning EOs at the Department and channel them further for appropriate action.
- To annually perform an overall evaluation of EO work over the past year. In this connection, the EO Plan must also be evaluated and any proposed additions or changes be submitted to the Department Board.
- To assist the Head of Department by providing documentation of EO efforts for the Department's reports, including the Annual Report.

Duties of the programme managers and director of studies

- To report to the EOG on EO issues that arise in connection with the education, and otherwise assist the EOG and Head of Department by providing information on EOs in their respective areas of responsibility.
- To apply active measures to prevent discrimination and promote EOs within their respective areas of responsibility, focusing particularly on organisation of education, examination and assessments of student performance, the study environment and possibilities to combine studies with parenthood.
- In consultation with the examiner, the study administrators and the University's coordinator for students with disabilities⁵, to ensure that studies and examinations are accessible for all students, irrespective of functionality.

⁵ Refers to the job title for the Coordinators for students with disabilities at the Student Affairs and Academic Registry Division.

- In cooperation with the EOG, to arrange ongoing education of the teaching staff and promote lively discussion of issues concerning EOs.
- To inform the students about their rights and obligations regarding EOs, and about the Department's guidelines for dealing with discrimination cases.