



Operational Process Monitoring Tool
Monitoring Tool Provided by WP3

2014-10-27

Work package 3

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Objective 1

1) Please specify your institutional objective(s):	<input type="checkbox"/> Improve employment opportunities for all at institutional level <input type="checkbox"/> Review and monitor recruitment processes <input type="checkbox"/> Diagnosis on the current situation regarding gender	<input type="checkbox"/> Review and monitor salaries <input type="checkbox"/> Create gender balanced decision bodies <input type="checkbox"/> Work-life-balance <input type="checkbox"/> Not applicable for my institution	
2) Please identify the main actors for the implementation	<input type="checkbox"/> GenderTime members <input type="checkbox"/> Transfer Agents	<input type="checkbox"/> Other, please specify:	
3) How important is this objective for your institution compared to the other objectives?	<input type="checkbox"/> Very high <input type="checkbox"/> High	<input type="checkbox"/> Medium <input type="checkbox"/> Low	<input type="checkbox"/> Very low <input type="checkbox"/> Can't decide
4) Please describe the institutional relevance of this objective (e.g. aims, hopes, background, reasoning, outcome) with regard to achieving structural change:			
Insert text here			
5) Please describe, which factors support you in achieving this objective (e.g. managerial, individual, institutional etc.):			
Insert text here			
6) Please describe, which factors hinder you in achieving this objective (e.g. managerial, individual, institutional etc.):			
Insert text here			
6 a) If you already have met barriers in achieving this objective, how have you handled these? What were the consequences (e.g. change of measure(s), aims, persons involved etc.)? Please describe this process:			
Insert text here			
6 b) If you already have met barriers in achieving this objective but did not overcome these yet, what could help you? Please describe below:			
Insert text here			
7) How would you assess the success in achieving this objective until now?	<input type="checkbox"/> 1 - excellent <input type="checkbox"/> 2 - good	<input type="checkbox"/> 3 - average <input type="checkbox"/> 4 - satisfactory	<input type="checkbox"/> 5 - poor <input type="checkbox"/> Can't decide
8) Any further remarks you want to add related to this objective?	<input type="checkbox"/> Yes If yes, please specify: <i>Insert text here</i>	<input type="checkbox"/> No	
9) Please insert names of team members involved in finalizing this template here:			

Objective 2

1) Please select your institutional aim(s) related to objective 2:

- | | |
|--|---|
| <input type="checkbox"/> Identify the 'leaky pipeline' causes and counter measures | <input type="checkbox"/> Review and monitor salaries |
| <input type="checkbox"/> Career paths and fair conditions of work and study | <input type="checkbox"/> Review and monitor career development and career opportunities |
| <input type="checkbox"/> Identify the cause of the actual gender distribution | <input type="checkbox"/> Not applicable for my institution |
| <input type="checkbox"/> State a Diversity and Gender Policy | |

2) Please identify the main actors for the implementation

- | | |
|---|---|
| <input type="checkbox"/> GenderTime members | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> Transfer Agents | |

3) How important is this objective for your institution compared to the other objectives?

- | | | |
|------------------------------------|---------------------------------|---------------------------------------|
| <input type="checkbox"/> Very high | <input type="checkbox"/> Medium | <input type="checkbox"/> Very low |
| <input type="checkbox"/> High | <input type="checkbox"/> Low | <input type="checkbox"/> Can't decide |

4) Please describe the institutional relevance of this objective (e.g. aims, hopes, background, reasoning, outcome) with regard to achieving structural change:

Insert text here

5) Please describe, which factors support you in achieving this objective (e.g. managerial, individual, institutional etc.):

Insert text here

6) Please describe, which factors hinder you in achieving this objective (e.g. managerial, individual, institutional etc.):

Insert text here

6 a) If you already have met barriers in achieving this objective, how have you handled these? What were the consequences (e.g. change of measure(s), aims, persons involved etc.)? Please describe this process:

Insert text here

6 b) If you already have met barriers in achieving this objective but did not overcome these yet, what could help you? Please describe below:

Insert text here

7) How would you assess the success in achieving this objective until now?

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> 1 - excellent | <input type="checkbox"/> 3 - average | <input type="checkbox"/> 5 - poor |
| <input type="checkbox"/> 2 - good | <input type="checkbox"/> 4 - satisfactory | <input type="checkbox"/> Can't decide |

8) Any further remarks you want to add related to this objective?

- | | |
|--|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please specify: Insert text here | |

9) Please insert names of team members involved in finalizing this template here:

Objective 3

1) Please select your institutional aim(s) related to objective 3:

- | | |
|--|---|
| <input type="checkbox"/> Improve support mechanism for research staff | <input type="checkbox"/> Assess academic work ideals and impact on career opportunities for women and men |
| <input type="checkbox"/> Equal representation at decision level | <input type="checkbox"/> Review and monitor career |
| <input type="checkbox"/> Improve support mechanism for young researchers, careers development and networking | <input type="checkbox"/> Review and monitor access to funding and fellowships |
| <input type="checkbox"/> Awareness measures | <input type="checkbox"/> Not applicable for my institution |

2) Please identify the main actors for the implementation

- | | |
|---|---|
| <input type="checkbox"/> GenderTime members | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> Transfer Agents | |

3) How important is this objective for your institution compared to the other objectives?

- | | | |
|------------------------------------|---------------------------------|---------------------------------------|
| <input type="checkbox"/> Very high | <input type="checkbox"/> Medium | <input type="checkbox"/> Very low |
| <input type="checkbox"/> High | <input type="checkbox"/> Low | <input type="checkbox"/> Can't decide |

4) Please describe the institutional relevance of this objective (e.g. aims, hopes, background, reasoning, outcome) with regard to achieving structural change:

Insert text here

5) Please describe, which factors support you in achieving this objective (e.g. managerial, individual, institutional etc.):

Insert text here

6) Please describe, which factors hinder you in achieving this objective (e.g. managerial, individual, institutional etc.):

Insert text here

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Insert text here

6 b) If you already have met barriers in achieving this objective but did not overcome these yet, what could help you? Please describe below:

Insert text here

7) How would you assess the success in achieving this objective until now?

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> 1 - excellent | <input type="checkbox"/> 3 - average | <input type="checkbox"/> 5 - poor |
| <input type="checkbox"/> 2 - good | <input type="checkbox"/> 4 - satisfactory | <input type="checkbox"/> Can't decide |

8) Any further remarks you want to add related to this objective?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|
- If yes, please specify: *Insert text here*

9) Please insert names of team members involved in finalizing this template here:

Objective 4

1) Please select your institutional aim(s) related to objective 4:

- | | |
|---|--|
| <input type="checkbox"/> Review Careers Development and networking | <input type="checkbox"/> Improve Culture, Communications and Departmental Organization |
| <input type="checkbox"/> Assess academic work ideals and impact on career opportunities for women and men | <input type="checkbox"/> Improve career support mechanism for research staff |
| <input type="checkbox"/> Elimination of gender stereotypes and promoting a culture of equal opportunities | <input type="checkbox"/> Review and monitor the recruitment process |
| <input type="checkbox"/> Review and monitor career development and career opportunities | <input type="checkbox"/> Not applicable for my institution |

2) Please identify the main actors for the implementation

- | | |
|---|---|
| <input type="checkbox"/> GenderTime members | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> Transfer Agents | |

3) How important is this objective for your institution compared to the other objectives?

- | | | |
|------------------------------------|---------------------------------|---------------------------------------|
| <input type="checkbox"/> Very high | <input type="checkbox"/> Medium | <input type="checkbox"/> Very low |
| <input type="checkbox"/> High | <input type="checkbox"/> Low | <input type="checkbox"/> Can't decide |

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Insert text here

6) Please describe, which factors hinder you in achieving this objective (e.g. managerial, individual, institutional etc.):

Insert text here

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Insert text here

6 b) If you already have met barriers in achieving this objective but did not overcome these yet, what could help you? Please describe below:

Insert text here

7) How would you assess the success in achieving this objective until now?

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> 1 - excellent | <input type="checkbox"/> 3 - average | <input type="checkbox"/> 5 - poor |
| <input type="checkbox"/> 2 - good | <input type="checkbox"/> 4 - satisfactory | <input type="checkbox"/> Can't decide |

8) Any further remarks you want to add related to this objective?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|
- If yes, please specify: *Insert text here*

9) Please insert names of team members involved in finalizing this template here:

Objective 5

1) Please select your institutional aim(s) related to objective 5:

- | | |
|---|--|
| <input type="checkbox"/> Review and monitor salaries | <input type="checkbox"/> Improve Culture, Communications and Departmental Organization |
| <input type="checkbox"/> Assess academic work ideals and impact on career opportunities for women and men | <input type="checkbox"/> Improve career support mechanism for research staff |
| <input type="checkbox"/> Understanding why women leave engineering | <input type="checkbox"/> Improve career support |
| <input type="checkbox"/> Assess career breaks | <input type="checkbox"/> Not applicable for my institution |

2) Please identify the main actors for the implementation

- | | |
|---|---|
| <input type="checkbox"/> GenderTime members | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> Transfer Agents | |

3) How important is this objective for your institution compared to the other objectives?

- | | | |
|------------------------------------|---------------------------------|---------------------------------------|
| <input type="checkbox"/> Very high | <input type="checkbox"/> Medium | <input type="checkbox"/> Very low |
| <input type="checkbox"/> High | <input type="checkbox"/> Low | <input type="checkbox"/> Can't decide |

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Insert text here

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Insert text here

7) How would you assess the success in achieving this objective until now?

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> 1 - excellent | <input type="checkbox"/> 3 - average | <input type="checkbox"/> 5 - poor |
| <input type="checkbox"/> 2 - good | <input type="checkbox"/> 4 - satisfactory | <input type="checkbox"/> Can't decide |

8) Any further remarks you want to add related to this objective?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|
- If yes, please specify: Insert text here

9) Please insert names of team members involved in finalizing this template here:

Objective 6

1) Please select your institutional aim(s) related to objective 6:

- | | |
|--|---|
| <input type="checkbox"/> Assess Career breaks/flexible working | <input type="checkbox"/> Review and monitor career development and career opportunities |
| <input type="checkbox"/> Disseminating good practice | <input type="checkbox"/> Improve career support |
| <input type="checkbox"/> Understanding why women leave engineering | <input type="checkbox"/> Not applicable for my institution |
| <input type="checkbox"/> Work-Life-Balance | |

2) Please identify the main actors for the implementation

- | | |
|---|---|
| <input type="checkbox"/> GenderTime members | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> Transfer Agents | |

3) How important is this objective for your institution compared to the other objectives?

- | | | |
|------------------------------------|---------------------------------|---------------------------------------|
| <input type="checkbox"/> Very high | <input type="checkbox"/> Medium | <input type="checkbox"/> Very low |
| <input type="checkbox"/> High | <input type="checkbox"/> Low | <input type="checkbox"/> Can't decide |

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Insert text here

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Insert text here

6 b) If you already have met barriers in achieving this objective but did not overcome these yet, what could help you? Please describe below:

Insert text here

7) How would you assess the success in achieving this objective until now?

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> 1 - excellent | <input type="checkbox"/> 3 - average | <input type="checkbox"/> 5 - poor |
| <input type="checkbox"/> 2 - good | <input type="checkbox"/> 4 - satisfactory | <input type="checkbox"/> Can't decide |

8) Any further remarks you want to add related to this objective?

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|
- If yes, please specify: *Insert text here*

9) Please insert names of team members involved in finalizing this template here:

Objective 7

1) Please select your institutional aim(s) related to objective 7:

- | | |
|--|--|
| <input type="checkbox"/> Awareness rising | <input type="checkbox"/> Improve career support mechanism for research staff for work-life-balance |
| <input type="checkbox"/> Disseminating good practice | <input type="checkbox"/> Improve career support |
| <input type="checkbox"/> Understanding why women leave engineering | <input type="checkbox"/> Not applicable for my institution |

2) Please identify the main actors for the implementation

- | | |
|---|---|
| <input type="checkbox"/> GenderTime members | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> Transfer Agents | |

3) How important is this objective for your institution compared to the other objectives?

- | | | |
|------------------------------------|---------------------------------|---------------------------------------|
| <input type="checkbox"/> Very high | <input type="checkbox"/> Medium | <input type="checkbox"/> Very low |
| <input type="checkbox"/> High | <input type="checkbox"/> Low | <input type="checkbox"/> Can't decide |

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Insert text here

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Insert text here

7) How would you assess the success in achieving this objective until now?

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> 1 - excellent | <input type="checkbox"/> 3 - average | <input type="checkbox"/> 5 - poor |
| <input type="checkbox"/> 2 - good | <input type="checkbox"/> 4 - satisfactory | <input type="checkbox"/> Can't decide |

8) Any further remarks you want to add related to this objective?

- | | |
|---|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, please specify: <i>Insert text here</i> | |

9) Please insert names of team members involved in finalizing this template here:

Objective 8

1) Please select your institutional aim(s) related to objective 8:

- Raising awareness within the organisation about the importance of gender equality issues
 Disseminating good practice
- Changing the organisational culture and raising awareness
 Not applicable for my institution

2) Please identify the main actors for the implementation

- GenderTime members
 Transfer Agents
- Other, please specify:

3) How important is this objective for your institution compared to the other objectives?

- Very high
 High
- Medium
 Low
- Very low
 Can't decide

4) Please describe the institutional relevance of this objective (e.g. aims, hopes, background, reasoning, outcome) with regard to achieving structural change:

Insert text here

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Insert text here

6) Please describe, which factors hinder you in achieving this objective (e.g. managerial, individual, institutional etc.):

Insert text here

6 a) If you already have met barriers in achieving this objective, how have you handled these? What were the consequences (e.g. change of measure(s), aims, persons involved etc.)? Please describe this process:

Insert text here

6 b) If you already have met barriers in achieving this objective but did not overcome these yet, what could help you? Please describe below:

Insert text here

7) How would you assess the success in achieving this objective until now?

- 1 - excellent
 2 - good
- 3 - average
 4 - satisfactory
- 5 - poor
 Can't decide

8) Any further remarks you want to add related to this objective?

- Yes
 No
- If yes, please specify: *Insert text here*

9) Please insert names of team members involved in finalizing this template here: