Equality, diversity and inclusion action plan 2022

School of Engineering

ENG EDI key development points 2022-24

- ✓ **Ensure accessibility in the renovation of ENG facilities (Puumiehenkuja 5, Sähkömiehentie 4, Rakentajanaukio 4)**
- ✓ **Build EDI awareness and capabilities of the staff**
- ✓ **Use FINEEC audit to identify enhancement needs in the EDI-related processes**

1. Building EDI capabilities
2. Fostering inclusive learning experiences
3. Developing equal people process & practices
4. Strengthening a data-driven operating model
5. Promoting accessibility & barrier-free environments

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School of Engineering EDI Action Plan 2022

GOAL	CONTINUOUS DEVELOPMENT	SPECIFIC DEVELOPMENT AREA	RESPONSIBILITY
Build EDI capabilities	1. Move towards more discussion-oriented Code of Conduct lectures. 2. Market EDI-related trainings to the staff in the school's internal communications.	3. Explore the ways we can support diversity in recruitment processes (recruitment handbook).	1. LSS 2. LSS, HR, COMMS 3. LSS, HR
Promote equal people processes & practices	4. Promote Finland Works online course among international students and new staff. 5. Promote the Aalto mentoring program for assistant professors and the group mentoring for female assistant professors.	6. Include teaching contribution discussion (based on an index developed at the school) in yearly objective discussion for teachers. 7. Ensure activities for supporting lecturers' wellbeing are communicated in a sufficient level. 8. Collect the school's best practices of processes and approaches to doctoral education. Create a plan for revising the processes and practices in the school. Project to be implemented in 2023-2026. 9. Develop and introduce a systematic approach to doctoral student contracts (with respect to visas, mid-term reviews etc.)	4. HR, LES, COMMS, LSS 5. HR 6. VD Education, HR 7. HR, LSS 8. Dean, LES 9. Dean, HR
Foster inclusive learning experience	10. Continue offering school level "proactive safety net services" especially for BSc students and promote Starting Point of Wellbeing services. 11. Pilot the pathway studies in English B.Sc. major in Computational Engineering to attract and prepare international students to apply to degree studies in Finland.	12. Develop academic advising activities in the light of new digital advising tools, including equal, transparent practices for academic advising, attention to students with low capability to seek help for themselves. 13. Use social media presence to attract diverse student community to our new BSc programme majors. 14. Organize the ENG Teaching Forum event about inclusive course practices	10. LES 11. LES 12. LES 13. COMMS 14. LES + VD Education
Strengthening a data-driven operating model	15. Review the number of women in tenure and other academic career processes (applicants, experts, committee members).	16. Continue to develop the teaching contribution model. Provide ITS feedback for making the available information more usable.	15. HR, LSS 16. VD Education, LES, HR
Promote accessibility and barrier-free environments		17. Actively promote accessibility in practice in the planning and renovation of RA4 and K4 buildings, as well as K3 building ramp up.	17. TSS

Build EDI capabilities

Activity	Description	Responsible units
1. Move towards more discussion-oriented Code of Conduct lectures.	Develop the events (two per year) towards case-learning and discussing.	LSS
2. Market EDI-related trainings to the staff in school's internal communications.	https://www.aalto.fi/en/aalto-university/learning-hub-on-diversity-and-inclusion	LSS, HR, COMMS
3. Explore the ways we can support diversity in recruitment processes (recruitment handbook)	https://www.aalto.fi/en/aalto-university/handbook-on-diversity-in-recruitments	LSS, HR

Promote equal people processes and practices

Activity	Description	Responsible units
4. Promote Finland Works online course among international students and new staff.	https://www.aalto.fi/en/aalto-university-summer-school/finland-works-open-online	HR, LES, COMMS, LSS
5. Promote the Aalto mentoring program for assistant professors and the group mentoring for female assistant professors.	Aalto has committed to provide individual mentoring for all new assistant professors starting in Aalto 2021 onwards. Mentors are usually associate or full professors, who offer advice, encouragement and support. 6-8 months mentoring process begins after professor's onboarding phase.	HR
6. Include teaching contribution discussion (based on an index developed at the school) in yearly objective discussion for teachers.		VD Education, HR
7. Ensure activities for supporting lecturers' wellbeing are communicated in a sufficient level.	Oasis of Radical Wellbeing to develop specific activities towards lecturers in 2022.	HR, LSS
8. Collect the school's best practices of processes and approaches to doctoral education. Create a plan for revising the processes and practices in the school. Project to be implemented in 2023-2026.	Academic coordinator hired, to create a project plan for 2023-26.	Dean, LES, LSS
9. Develop and introduce a systematic approach to doctoral student contracts (with respect to visas, mid-term reviews etc.)	The target is to advance equal treatment of all doctoral student including those on salary and those with external grants.	Dean, HR

Foster inclusive learning

Activity	Description	Responsible units
10. Continue offering school level "proactive safety net services" especially for BSc students and promote Starting Point of Wellbeing services	Starting Point of Wellbeing - Opiskelijana Aallossa - Into (aalto.fi) Proactive safety net: New BSc students' orientation - summer task, orientation week, orientation course; feedback questionnaires; service products; student counselling; academic advising; welcome events for 2. and 3. year BSc students	LES
11. Pilot the pathway studies in English B.Sc. major in Computational Engineering to attract and prepare international students to apply to degree studies in Finland.	Aalto-yliopisto+sopimus+2021-2024.pdf (okm.fi)	LES
12. Develop academic advising activities in the light of new digital advising tools, including equal, transparent practices for academic advising, attention to students with low capability to seek help for themselves.	Akateeminen ohjaus Aalto-yliopistossa	Aalto-yliopisto	LES
13. Use social media presence to attract diverse student community to our new BSc programme majors.		COMMS
14. Organizing the ENG Teaching Forum event about inclusive course practices	Opetusfoorumit – Insinööritieteiden korkeakoulu	Aalto-yliopisto	LES, VD Education

Strengthen data-driven operating model

Activity	Description	Responsible units
15. Review the number of women in tenure and other academic career processes (applicants, experts, committee members).	Data partially available in the equality statistics, provided by the MIS, partially in HR.	HR, LSS
16. Continue to develop the teaching contribution model. Provide ITS feedback for making the available information more usable.		VD Education, LES, HR

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Promote accessability and barrier-free environments

Activity	Description	Responsible units
17. Actively promote accessibility in practice in the planning and renovation of RA4 and K4 buildings, as well as K3 building ramp up.	ENG has been active in this domain. An example to highlight is to mention our health and safety representative Ilpo Korhonen Aalto wide work for accessibility assessments, surveys, reports and reviews. Accessibility	Aalto University In renovations and new building projects Espoo accessibility representative is involved in acceptance of supervision of construction.	TSS

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EDI development in the school 2019-2021

School's action plans 2019-2021, 1/2

	2019	2020	2021
RECRUITMENT, REMUNERATION, COMPENSATION AND CAREER DEVELOPMENT	• Onboarding Mentoring pilot in all personnel groups • Establish dean's annual award for service staff; criteria and practice	• Onboarding mentoring from pilot to established practice in all personnel groups • Launch coaching for postdoctoral researchers with an eye on career development	• Investigate the implementation of Onboarding mentoring piloting in all personnel groups • Continue coaching post-doctoral researchers with a view to career development in a joint event. • Launching a mentoring program for professors. • Monitoring the number of women in tenure and other academic career processes (applicants, experts, committee members)
TEACHING AND LEARNING	• Appoint a work group to develop a set of criteria for assessing teaching workloads • Active participation in efforts to harmonise Learning Services processes between schools	• Analysis of teachers' workload study and follow-up measures • Active participation in the harmonisation of LES processes between schools	• Analysis of teachers' workload study and follow-up measures. Task force established to develop a system for assessing teacher work load. • Extra financial support for teachers to promote student's well-being during remote teaching (spring 2021) • Maintain and develop ENG School's students' proactive safety net services in pandemic situation. • Focus to streamline BSc studies (year 2021)
PROMOTING DIVERSITY	• Promote awareness of the Code of Conduct course and events: CoC discussion as a part of objective discussions, two CoC events at the school in autumn 2019 • Include diversity information in supervisor orientation • Gender balance among students • Diversity trend in professor hiring has been good in last 18 months but it is challengeable to continue	• Two Code of Conduct seminars to be held in autumn 2020 • Analysis of wellbeing survey and follow-up measures	• Three Code of Conduct seminars to be held in 2021, one in spring and one in autumn, one in finnish. • Analysis of wellbeing survey and follow-up measures

School's action plans 2019-2021, 2/2

	2019	2020	2021
ACCESSIBILITY IMPROVEMENT AND BARRIER-FREE ENVIRONMENTS	• The accessibility view will be taken into account in developing work and study environments, also when developing the exterior spaces of the K block. • Take accessibility into account in the K1 building renovation (1st & 2nd floors) and in the planning of Aalto Works • Explore ways of answering the need for more small meeting rooms • Install a wheelchair elevator in the K1 building (access to the study office)	• Accessibility issues considered when developing work and study environments, outdoor spaces in K block included • Install wheelchair lift in K1 building (study office access)	• Accessibility issues considered when developing work and study environments, outdoor spaces in K block included • Install wheelchair lift in K1 building (study office access)
INTEGRATION OF FAMILY, WORK AND STUDIES	• Analyse the effects of family leave and other statutory leaves in defining doctoral students' duration of studies	• Benchmarking, eg. TU Delft	• Preparing for the post-corona period and hybrid model.
INFORMATION COLLECTION, STATISTICS, COMMUNICATIONS	• Include a strategic analysis of diversity trend as part of the school's annual review and analyse diversity in degree programmes as part of programme reviews; gender and nationality scissors; react to alarming trends	• Include the strategic analysis of diversity trends in the annual review and degree programmes' diversity in programme reviews, 'gender and nationality scissors', react to alarming trends • Reinforce communication to students about the Code of Conduct	• Include the strategic analysis of diversity trends in the annual review and degree programmes' diversity in programme reviews, 'gender and nationality scissors', react to alarming trends • Reinforce communication to students about the Code of Conduct. The code of conduct is mentioned in the guild agreements and student tutors will get information/training about Code of Conduct.