

# IBS Balanced Gender Ratio Policy for Teaching Staff

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## 1. Purpose

This policy outlines International Business School's (IBS) commitment to gender equity in its teaching staff and defines measures to promote a balanced gender ratio in alignment with Hungarian legislation and European Union directives on equality and non-discrimination.

IBS is an equal opportunity employer and values diversity and welcomes applicants from every walk of life.

## 2. Scope

This policy applies to:

- All teaching staff employed by IBS, including full-time, part-time, visiting, adjunct, and contract-based academic personnel.
- All campuses operated by IBS.

## 3. Definitions

- Gender Balance: A distribution where no single gender represents more than 60% or less than 40% of the teaching staff in a given academic area or institution-wide, wherever feasible.
- Underrepresented Gender: A gender group that falls below the 40% threshold within a particular academic area.
- Teaching Staff: Individuals employed in roles that include instruction and research.

## 4. Legal and Policy Framework

This policy is informed by:

- Act CXXV of 2003 on Equal Treatment and the Promotion of Equal Opportunities
- Act I of 2012 on the Hungarian Labour Code
- EU Directive 2006/54/EC
- IBS's Equality, Diversity and Inclusion Policy

## 5. Policy Statement

IBS is committed to:

- Promoting and maintaining a balanced gender ratio within the teaching staff.
- Ensuring equitable access to academic positions and professional development regardless of gender.
- Creating an inclusive academic environment free from discrimination or structural bias.

## 6. Responsibilities

### Role | Responsibility

Chief Executive Officer | Overall oversight and endorsement of institutional gender equity goals.

Head of Quality Assurance and Enhancement | Collecting data, reporting on gender ratios, monitoring compliance.

Chief HR Officer | Ensuring fair recruitment practices, providing training, handling complaints.

Head of Education and Research, Academic Area Leaders | Implementing the policy at the unit level, preparing corrective action plans when needed.

## 7. Implementation Measures

### 7.1 Recruitment and Selection

- All job postings must include inclusive language and an equal opportunity statement.
- Committees should be diverse and trained.

### 7.2 Monitoring and Reporting

- Annual gender reports by the Centre for Quality Assurance and Enhancement.

### 7.3 Corrective Actions

- Action plans by units with imbalances.

### 7.4 Work Environment

- Promote flexible work, training, and grievance support.

## 8. Exceptions and Field-Specific Adjustments

Some disciplines may have structural gender disparities. Faculties may apply for an exception, documented and approved by the Centre for Education and Research.

## 9. Review and Evaluation

This policy shall be reviewed every three years by the Head of QAE in collaboration with the Chief HR Officer.

## 10. Related Documents

- Equality, Diversity and Inclusion Policy
- Code of Ethics
- Grievance Policy and Procedures for Employees
- Rules and Regulations on Employment, Career Progress and Appraisal for Academic Staff

**This Policy was approved by the Executive Management Board on 01 October 2025.**