



ACT - GENDER EQUALITY AUDIT AND MONITORING (GEAM) - CORE QUESTIONNAIRE



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CONSORTIUM

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¹ The action will be carried out in the department of UNESCO Regional Chair on Women, Science and Technology in Latin America FLACSO, located in Buenos Aires, Argentina.



IMPORTANT NOTE

For the most up-to-date version of the GEAM questionnaire or available translations, please consult the online version.

<https://geam.act-on-gender.eu/>

This version is for references purposes only.

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The GEAM questionnaire is available in 10 additional languages, apart from English. The translations have been made possible by the generous contributions of the following people:

French. ACT - Égalité femme - homme: Évaluation et suivi (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=fr>

Translated and revised by Florian Beauvallet (Translation expert), Anne-Sophie Godfroy (Université Paris-Est Créteil and ENS-PSL), Areti Damala (CNRS) and Colette Guillopé (Université Paris-Est Créteil and Femmes et Sciences).

German. ACT - Audit und Monitoring von Gleichstellungsdaten (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=de>

Translated and revised by Kathrin Rabsch, TU Berlin (Germany)

Greek. ACT - Έλεγχος και Παρακολούθηση της Ισότητας Φύλων (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=el>

Translated and revised by Leonidas Antoniou, Research & Innovation Policy expert (Cyprus)

Italian. ACT - Valutazione e Monitoraggio della Parità di Genere (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=it>

Translated and revised by Natasha Segal, SmartVenice (Italy)

Lithuanian. ACT - Lyčių lygybės auditas ir stebėjimas (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=lt>

Translated and revised by Aurelija Novelskaite, Vilnius University (Lithuania)

Portuguese. ACT - Questionário de auditoria e monitorização da igualdade de género (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=pt>

Translated and revised by Ana Petronilho, Universidade Nova de Lisboa (Portugal)

Polish. ACT – Monitoring równości płci (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=pl>

Translated and revised by Ewa Krzaklewska, Paulina Sekuła and Marta Warat, Uniwersytet Jagielloński (Poland)

Slovenian. ACT - Vprašalnik o stanju na področju enakosti spolov (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=sl>

Translated and revised by Ana Hofman, Jovana Mihajlović, Research Centre of the Slovenian Academy of Sciences and Arts (Slovenia)

Spanish. ACT - Cuestionario de auditoría y monitoreo de la igualdad de género (GEM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=es>

Translated and revised by Blas Fernandez, FLACSO (Argentina) and Sergi Yanes, UOC (Spain)

Ukrainian. ACT - Моніторинг гендерної рівності (GEAM)

<https://www.act-on-gender.eu/survey/index.php/520000?lang=uk>

Translated and revised by Tetiana Median, Chernivtsi National University (Ukraine)



Socio-demographics

The following section asks about your personal background, including your age, nationality, gender and other identity characteristics. Some respondents might find the answers to these questions sensitive or feel reluctant to share this information. Please note that no questions are mandatory. However, at the same time, we encourage you to share as much information as you wish as this will help us understand if certain social groups are treated differently or experience more disadvantage than others.

1 [SDEM001] In which year were you born?

Only an integer value may be entered in this field.

2 [SDEM006] Which best describes your current marital or partnership status?

Choose one of the following answers

- Single and never married or never in a civil partnership
- Married or in a civil partnership
- Cohabiting
- Separated
- Divorced
- Widowed
- Prefer not to say
- Other

3 [SDEM002] Do you currently perceive yourself to be part of a majority or minority ethnic group?

Choose one of the following answers

- Majority
- Minority
- Unsure
- Prefer not to say

4 [SDEM012] What is your country of birth?

Choose one of the following answers

[List of countries (dropdown)]

5 [SDEM013] What is your main citizenship?

If you have more than one, please state your main citizenship

Choose one of the following answers

[List of countries (dropdown)]

6 [SDEM004] Are you

Choose one of the following answers



- A man
- Non-binary
- A woman
- Prefer not to say
- Other

7 [SDEM005] Are you trans or do you have a trans history?

Choose one of the following answers

- No
- Yes
- Prefer not to say

8 [SDEM007] Which best describes your sexual orientation?

Choose one of the following answers

- Bisexual
- Gay / lesbian
- Heterosexual/straight
- Prefer not to say
- Other

9 [SDEM009] Do you have any disability, impairments or long term health conditions?

Choose one of the following answers

- No
- Yes
- Prefer not to say

10 [SDEM016] What is the highest qualification level that you have obtained?

Choose one of the following answers.

- No formal education
- Primary school / elementary school
- Secondary school / high school
- College diploma or degree
- Technical school
- University - Baccalaureate / Bachelor's
- University - Master's
- University - Doctorate
- University - Postdoctorate
- Prefer not to say
- Other



11 [SDEM017] What is the highest qualification level obtained by your first parent/guardian?

Choose one of the following answers.

- No formal education
- Primary school / elementary school
- Secondary school / high school
- College diploma or degree
- Technical school
- University - Baccalaureate / Bachelor's
- University - Master's
- University - Doctorate
- University - Postdoctorate
- Prefer not to say
- Other

12 [SDEM018] What is the highest qualification level obtained by your second parent/guardian?

In case you have only one parent or legal guardian, please skip this question.

Choose one of the following answers.

- No formal education
- Primary school / elementary school
- Secondary school / high school
- College diploma or degree
- Technical school
- University - Baccalaureate / Bachelor's
- University - Master's
- University - Doctorate
- University - Postdoctorate
- Prefer not to say
- Other



Working conditions - About your current job

Please tell us about your current job.

13 [WCJC001] What is your current position in the organization you work for?

Academic / researcher refers to academic teaching staff, researchers including PhD or postdoc positions. Technician includes laboratory technicians, research assistants, and other support staff for academic or research tasks. Administrative refers to administrative-, secretarial-, finance-, management- or Human Resources staff. Although your position might not fit exactly one of these three choices, please pick the one you most identify with.

Choose one of the following answers.

- Academic/ researcher
- Technician
- Administrative staff

14 [WCJC003] In which academic field do you mainly work?

Choose one of the following answers.

- Agriculture, forestry & food science
- Anatomy & physiology
- Anthropology & development studies
- Archaeology
- Architecture, built environment & planning
- Area studies
- Art & design
- Biosciences
- Business & management studies
- Catering & hospitality management
- Central administration & services
- Chemical engineering
- Chemistry
- Civil engineering
- Classics
- Clinical dentistry
- Clinical medicine
- Continuing education
- Earth, marine & environmental sciences
- Economics & econometrics
- Education
- Electrical, electronic & computer engineering
- English language & literature
- General engineering
- Geography & environmental studies
- Health & community studies
- History
- IT, systems sciences & computer software engineering



- Law
- Mathematics
- Mechanical, aero & production engineering
- Media studies
- Mineral, metallurgy & materials engineering
- Modern languages
- Music, dance, drama & performing arts
- Nursing & allied health professions
- Pharmacy & pharmacology
- Philosophy
- Physics
- Politics & international studies
- Premises
- Psychology & behavioural sciences
- Residences & catering
- Social work & social policy
- Sociology
- Sports science & leisure studies
- Theology & religious studies
- Veterinary science
- Other

15 [WCJC004] Which of the following best describes your post? (If you hold multiple positions, please select the most senior.)

*NOTE FOR SURVEY ADMIN: Please update with organization specific listing.
Choose one of the following answers.*

16 [WCJC005] What is your current annual salary (gross) in Euros? (If you cannot recall your exact salary please provide an estimate).

*Gross salary is your total salary, before tax and any other items such as pensions are deducted.
Choose one of the following answers.*

- Less than €20,000
- €20,001 - €30,000
- €30,001 - €40,000
- €40,001 - €50,000
- €50,001 - €60,000
- €60,001 - €70,000
- €70,001 - €80,000
- €80,001 - €90,000
- €90,001 - €100,000
- More than €100,001

17 [WCJC005a] Have you ever received a complementary bonus from your current employer?

A bonus is any form of variable pay related to performance in the form of money or vouchers.



Choose one of the following answers.

- No
- Yes
- Prefer not to say

18 [WCJC010] Are you on a full- or part-time contract?

*Part-time is defined as a contract of 80% or less than a full-time contract.
Choose one of the following answers.*

- Part-time
- Full-time
- Other

19 [WCJC011] Are you on a permanent/open-ended or fixed-term/temporary contract?

*A fixed-term/temporary contract lasts for a certain length of time, is set in advance, ends when a specific task is completed or ends when a specific event takes place.
Choose one of the following answers.*

- Fixed-term/temporary
- Permanent/open-ended
- Other



Working conditions – Recruitment and promotion

20 [WCJC013] In your current institution, have you ever been encouraged or invited to apply for a promotion, or a post at a higher grade?

Choose one of the following answers

- No
- Yes
- Unsure

21 [WCJC014] How did you obtain your current post?

Choose one of the following answers

- Application for advertised post
- By invitation or nomination
- Formal promotion round (with remuneration/pay increase)
- Formal promotion round (without remuneration/pay increase)
- Competitive examination
- Ad hoc promotion
- Prefer not to say
- Other



Working conditions – Training

Training opportunities are important for career advancement. Please tell us about your current or past training opportunities in your current {VarOrgType.shown}.

22 [WCJC019] We are interested in the training opportunities available to you. Please indicate which, if any, of the following you have received training in.

Check all that apply.

- Administrative tasks related to managing other members of staff (e.g. conducting annual performance reviews, induction processes for new staff)
- Leadership development (e.g. preparation for senior managerial appointments)
- Professional development
- Grant or funding application skills
- Teaching and/or student supervision
- Project management training (e.g. leading project administration, budgets, etc.)
- Unconscious bias, equality, diversity, and inclusion training
- Accounting or financial management accreditation programmes
- IT courses (e.g., training related to using specific software programs, website design, etc.)
- Job shadowing or placements (e.g. within another department or faculty to develop skills required for progression)
- Human Resources (HR) courses or accreditation programs
- None of the above
- Other

23 [WCJC021] In the last 12 months, do you feel that any of the following have been a barrier to you accessing training that you needed or wanted? (Please select all that apply).

Check all that apply.

- Time pressure
- Teaching duties
- Cost of training
- Not being eligible
- A long term health condition or disability
- Training not offered by my organization
- Training scheduled in a different location
- My parenting or caring responsibilities
- My language skills
- My manager being obstructive or unhelpful
- None of the above
- Other

24 [WCJC022] If you indicated that any of the above were a barrier to obtaining training, please take a moment to explain why or how below.



Working conditions – Work-life balance

We are interested in your current work intensity in combination with your current care responsibilities. The overall work satisfaction is often influenced by work-life balance.

25 [WCWI006] Are you the primary carer or assistant for an adult requiring care?

Choose one of the following answers

- No
- Yes
- Prefer not to say

26 [WCWI008] Are you the parent or legal guardian of any children aged 17 years or younger?

Choose one of the following answers.

- No
- Yes
- Prefer not to say

27 [WCWI009] How many children aged 17 years and younger are you the legal guardian of? (only if [WCWI008] is Yes)

Choose one of the following answers.

- 1 child
- 2 children
- 3 children
- 4 children
- 5 children or more children
- Prefer not to say

28 [WCWI010] Are you a single parent or legal guardian of any children aged 17 years or younger?

Choose one of the following answers.

- No
- Yes
- Prefer not to say
- No answer

29 [WorkFamConfISSP] How often has each of the following happened to you during the past three months?



	Several times a week	Several times a month	Once or twice	Never	No answer
I have come home from work too tired to do the chores which need to be done					
It has been difficult for me to fulfill my commitments in my personal life because of the amount of time I spent on my job					
I have arrived at work too tired to function well because of household work					
I have found it difficult to concentrate at work because of my personal commitments					

30 [WCWI005] Please indicate your awareness and/or use of the following working options within your current department or faculty:

	I do not know if this is available	I know that this is not available	I know that this is available but I have not used it	I know that this is available and I have used it	No answer
Being able to ask for time off at a short notice					
Flexibility in hours and days worked, working patterns					
Home-based or remote working					
Job sharing with a colleague					

31 [EWCS89JobSatisfact8] To what extent do you agree or disagree with the following statements about your job?

	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree	No answer
My job offers good prospects for career advancement						
The organisation I work for motivates me to give my best job performance						
I might lose my job in the next 6 months						



32 [EWCS88JobSatisfact1] On the whole how satisfied are you with the working conditions in your main paid job?

Choose one of the following answers.

- Very satisfied
- Satisfied
- Somewhat satisfied
- Not at all satisfied
- Don't know/no opinión
- No answer

33 [EWCS36WorkIntensity2] Normally, how many times a month do you work...?

	Never	Rarely	Sometimes	Very often
... on weekends?				
... more than 10 hours a day?				



Working conditions – Parental leave

34 [WCWI011a] Considering the last 5 years, have you taken or are you currently taking any form of parental leave?

Parental leave includes maternity leave, paternity leave, adoption leave, unpaid- or paid parental leave.

Choose one of the following answers.

- No
- Yes
- Prefer not to say

35 [WCWI011b] Which of the following forms of leave have you taken or are you currently taking? (only if [WCWI011a] is Yes)

Check all that apply.

- Maternity leave
- Paternity leave
- Adoption leave
- Unpaid parental leave
- Paid parental leave
- Other

36 [WCWI015] In which academic year did your most recent form of parental leave take place?

Choose one of the following answers.

- 2019/20
- 2018/19
- 2017/18
- 2016/17
- 2015/16
- More than 5 years ago

37 [WCWI016] Please indicate the availability of the following either before, during or upon your return from parental leave in your current organization

	I do not know if this is available	I know it's not available	I know that this is available but I have not used it	I have used it	No answer
Keeping in touch with the institution while away (e.g., attending important meetings on occasion)					



Agreement on flexible working-time arrangements (e.g. a period of part-time work, flexible working-time schedule)					
Agreement on flexible workplace arrangements (e.g. occasional remote work, a period of permanent home-based telework)					
Agreement on temporary reduction of workload (e.g. administration or management work, research supervision, clinical work)					
Childcare services at workplace					
Childcare related policies at workplace, including payments and benefits					
Compensations or extensions for existing deadlines					
Adapted criteria for evaluation in annual performance review					
Health and safety assessment					

38 [WCWI020] With regard to your most current or most recent period of parental leave, how prepared do you/ did you feel to return to work in your current organization?

Choose one of the following answers.

- Extremely unprepared
- Unprepared
- Neither prepared nor unprepared
- Prepared
- Extremely prepared
- Prefer not to say



39 [WCWI021] Please indicate how helpful each of the following was in facilitating your return to work after your parental leave in your current organization. (for each subquestions only if [WCWI016] is *I have used it*)

	Not at all helpful	Slightly helpful	Fairly helpful	Extremely helpful
Keeping in touch with the institution while away (e.g., attending important meetings on occasion)				
Agreement on flexible working-time arrangements (e.g. a period of part-time work, flexible working-time schedule)				
Agreement on flexible workplace arrangements (e.g. occasional remote work, a period of permanent home-based telework)				
Agreement on temporary reduction of workload related to specific tasks (e.g. administration or management work, research supervision, clinical work)				
Childcare services at workplace				
Childcare related policies at workplace, including payments and benefits				
Compensations or extensions for existing deadlines				
Adapted criteria for evaluation in annual performance review				
Health and safety assessment				

40 [WCWI023] Please describe your perceptions of the uptake and use of parental leave options and resources, such as coming to work part-time or taking extended unpaid parental leave, in your organization.



Working conditions – Covid

41 [COVID001] Please rate whether working from home/remote working has made you more or less likely to engage in each of the following activities:

	Definitely less likely	Somewhat less likely	Neither more or less likely	Somewhat more likely	Definitely more likely
Research					
Teaching					
Administrative work					
Student support					
Departmental meetings					
Committee meetings (internal or external)					
Conference attendance					
Career development activities					



Organisational Culture and Climate - Gender Equality

The following section addresses your perceptions regarding gender equality in your work environment.

42 [OCPER001] Please indicate the extent to which you agree or disagree with the following statements:

	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree	No answer
In general, men and women are equally represented (in terms of numbers) in my {VarOrgType.shown}						
In general, men and women are treated equally in my {VarOrgType.shown}						
My {VarOrgType.shown} is committed to promoting gender equality						
Myself and colleagues know who to go to if we have concerns related to gender equality						
My {VarOrgType.shown} is responsive to concerns about gender equality						

43 [OCPER003] Have you perceived a difference in the allocation of the following in your {VarOrgType.shown}:

	Mainly allocated to women	Often allocated to women	I have not noticed a difference	Often allocated to men	Mainly allocated to men	I don't have an opinion
The receipt of mentoring and/or other guidance in making career decisions						
Representation in senior positions						
Responsibilities related to student care (e.g., providing support for students' emotional wellbeing)						
Positive attention from, or additional time with, senior management						
Access to informal circles of influence						
Recruitment and						



selection of new staff						
Promotion decisions						
Formal training and career development opportunities						
Teaching responsibilities						
Invitations or opportunities (i.e., funding, additional time) to attend conferences, lectures, etc.						
Recognition of intellectual contributions during meetings, conferences, workshops, etc.						
Funds and monetary resources						
Awards and recognition of excellence						
Supervision responsibilities (for undergraduate and graduate students)						
Support in grant preparation and writing						
Student acknowledgement (e.g., recognizing feedback and guidance, teaching and mentoring)						

44 [OCPER005] If you would like to tell us about your experiences or perceptions of gender bias (or lack thereof) please do so here.

Gender bias can be explicit or implicit prejudices, stereotypes, processes and procedures that inadvertently favour a certain gender.



Organisational Culture and Climate - Working Culture

This section asks about your perceptions regarding the working culture at your organisation.

45 [OCWC002] Please indicate the extent to which you agree or disagree with the following statements relating to life in your current workplace:

	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree	Not applicable	No answer
My teaching is valued by students							
My teaching is valued by senior management							
Workload is allocated in a fair and transparent manner							
I am encouraged to undertake activities that contribute to my career development							
I have a formally assigned mentor who I see regularly							
I have the opportunity to serve on important {VarOrgType.shown} committees							
I have sufficient administrative experience							
My {VarOrgType.shown} values my external professional activities (e.g., in my annual performance review, as promotion criteria, etc.)							
Senior staff are accessible to me							
I have a supportive manager							
My annual performance review is useful for my development or progression							

46 [GlickMasculCont8] In my work environment



	Not at all true for my work environment	Somewhat untrue for my work environment	Neither true nor untrue	Somewhat true for my work environment	Entirely true for my work environment	No answer
Admitting you don't know the answer looks weak						
Expressing any emotion other than anger or pride is seen as weak						
It's important to be in good physical shape to be respected						
People who are physically smaller have to work harder to get respect						
To succeed you can't let family interfere with work						
Taking days off is frowned upon						
You're either "in" or you're "out", and once you're out, you're out						
If you don't stand up for yourself people will step on you						

47 [BACD005] If you were considering applying for a promotion, how important would the following items be to you?

	Not at all important	Slightly important	Fairly important	Extremely important	Not applicable	No answer
Being encouraged to apply by your manager or a senior member of staff						
Having a mentor to discuss and review your application						
Whether the role accommodates flexible working arrangements						
Opportunity for a pay or salary increase						
Obtaining a more senior job title						



Behavior - Bullying, Harassment, Microaggressions

The following section addresses bullying, harassment and microaggressive behavior that you may have experience in your work context.

By **microaggressions** we mean brief and commonplace verbal, behavioral, and environmental indignities, whether intentional or unintentional, that communicate hostile, derogatory, or negative slights and insults to the target person or group. They might be related to race or the colour of one's skin, gender, sexual orientation, age, ethnic group, or religion.

Bullying and harassment includes experiences such as: unwanted physical or sexual contact, unwanted phone calls, emails, voice/text messages, pictures or videos that make you afraid for your personal safety. It can furthermore include threats or verbal, nonverbal, psychological or physical abuse and humiliation.

48 [BIMA001] The following items relate to your experience of microaggressions. Please rate how often you have experienced the following microaggressions within your workplace:

	Never	A little or rarely	Sometimes, a moderate amount	Often or frequently
I am often mistaken for being a lower-status worker				
I am treated like a second-class citizen				
Sometimes I feel as if colleagues look past me or do not see me as a real person				
My contributions are dismissed or devalued				
Colleagues have prejudices about my intelligence and abilities				
Others assume that I will act aggressively or are scared of me				
Colleagues ask me where I am from, suggesting that I do not belong				
I notice that there are few role models in my department or faculty with a similar background to my own				
Others hint that I should work hard to prove that I am not like other people from my background				
Others suggest that people from my background get unfair benefits				
Some colleagues deny that people from my background face extra obstacles				

49 [BISB001] The following questions are related to bullying and harassment within your organization and work context. How confident are you or would you be to report incidences of bullying and harassment to:

	Not at all confident	Slightly confident	Fairly confident	Completely confident



Your manager within your {VarOrgType.shown}				
A representative from Human Resources				
A senior colleague who is not your manager				
A representative from a trade union				
A representative from your equality diversity and/or inclusion committee/ organisation				

50 [BISB002] If there is someone else that you would be more likely to report these incidences to, please specify.

51 [BISB003] During the last 12 months, have you personally experienced harassment and/or bullying in your {VarOrgType.shown}?

Choose one of the following answers.

- No
- Yes
- Prefer not to say

52 [BISB004] If yes, by whom?

Check all that apply.

- A colleague
- Your manager
- Another manager in the organization Faculty
- A student
- Someone else
- Prefer not to say

53 [BISB005] If there is more that you would like to say regarding your experience(s) of bullying or harassment or the workplace culture in relation to bullying and harassment in your {VarOrgType.shown}, please do so here.



54 [GEAMCOM] You have reached the end of the questionnaire. If you have any additional comments regarding the questionnaire or survey itself, please let us know.