



LUT Universities' student

EQUALITY AND NON-DISCRIMINATION PLAN

1.1.2023 - 31.12.2024

Laws, strategy and university community steer objectives of equality and non-discrimination

The university group consisting of LUT University (LUT) and the LAB University of Applied Sciences (LAB) is called LUT Universities. LUT Universities' student equality and non-discrimination plan is governed by the Non-discrimination Act, the Act on Equality between Women and Men, the strategies of both institutions, and codes of conduct based on the institutions' values. The EU directive on the accessibility of websites and mobile applications aims for all people to be able to use online services regardless of their personal characteristics or situation. The equality and non-discrimination plan has been prepared in cooperation with student representatives. The student unions of LUT University (LTKY) and the LAB University of Applied Sciences (KOE) play an active role in promoting non-discrimination and accessibility in their institution as well as nationally and internationally.

LUT Universities promote non-discrimination in the university group's activities and pay special attention to equality and non-discrimination in accessibility, student admissions, teaching arrangements, assessments of study attainments, and measures that aim to prevent and eliminate all harassment, bullying and discrimination. Non-discrimination entails individual study arrangements if a student requires individual support for issues such as learning difficulties.

All of us at LUT Universities need to preserve the values of humanity on which our society is founded. Our university and student community are multicultural. We should be aware that all people have the same rights and liberties without distinctions based on race, colour, gender, language, religion, political or other views, nationality, social background, wealth, origin or other factors. One of the missions at LUT Universities is to educate competent and motivated people who are able to promote equality and non-discrimination.

Student equality statistics

LUT University has approximately 6600 (6628) bachelor's and master's students, of whom 14% (957) are foreign nationals and 31% (2068) are women. LUT has 471 doctoral students, of whom 53% (250) are foreign nationals and 41% (194) are women. The LAB University of Applied Sciences has approximately 9400 (9388) degree students, of whom 12% (1116) are foreign nationals and 60% (5624) are women. LUT Universities have roughly 16 500 degree students, of whom 13% are foreign nationals and 48% are women. (20 September 2022) In addition, LUT Universities annually receive approximately 600 international exchange students.

In autumn 2022, 1844 new bachelor's and master's students started their studies at LUT University. A total of 503 (27%) of them were foreign nationals and 616 (33%) were women. At the LAB University of Applied Sciences, 3119 new students started their studies. A total of 412 (13%) of them were foreign nationals and 1946 (62%) were women. Women's shares of the degrees completed at both institutions: LAB bachelor's degree 64%, LAB master's degree 76%, LUT bachelor's degree 37%, LUT master's degree 36%, and LUT doctoral degree 43%. (2021)

In addition to statistics, LUT Universities employ a range of reporting methods to follow how non-discrimination is realized, such as student well-being surveys or student feedback.

Student perspective on equality and non-discrimination at LUT and LAB

LUT and LAB students are expected to contribute to the development of instruction and other activities e.g. by giving feedback through the channels that are part of the quality management system. Feedback is collected on courses and at different stages of studies: at the beginning and upon graduation. Students take

part in the processing of feedback in their own degree programmes through, for instance, their student association.

Students may also give informal feedback to staff members. LUT students may give feedback through the eLUT student website and the LUT intranet. LAB students may give feedback through the eLAB student website. LAB aims to develop its feedback channels and the processing of feedback.

Individual students or student groups dissatisfied with instruction, guidance, teaching arrangements or other teaching-related matters may submit a free-form, written complaint to the institution in question. The complaint is addressed to the quality system manager, who will see to it that the complaint is handled and provides information on the matter to the students submitting the complaint. Both anonymous and identifiable feedback and development proposals are possible.

LUT University's student union LTKY and the LAB University of Applied Sciences' student union KOE play a key role in promoting student equality and non-discrimination. The student unions (LTKY and KOE) supervise student interests, employ feedback channels, and have appointed a harassment liaison to help eradicate harassment and inequality in the higher education community.

Students have representation in the most important administrative bodies of LUT and LAB, and they meet with the institutions' management regularly. LTKY and KOE have their own declarations of equality and strategies that steer equal and non-discriminating activity. LTKY and KOE collect student views in their own surveys, which help students to influence decisions that concern them. For example, LTKY and KOE regularly conduct student surveys on matters such as the operation of the harassment liaison and the supervision of student interests.

Study counselling psychologists at LUT Universities carry out an LUT and LAB student well-being survey every spring. The survey also deals with non-discrimination and equality. The results of the survey are used to support the activity of student well-being committees and are reviewed with different actors.

Measures to promote student equality and non-discrimination

Equal and non-discriminating study environment and operating culture	
Student admissions	<p>Student admissions promote equality with as wide a degree programme and gender distribution in LUT's Abitiimi and the LAB-tiimi outreach teams as possible, by utilising alumni stories in marketing that go against stereotypes, and by supporting gender-neutral communication.</p> <p>An English-language programme portfolio also at the bachelor's level ensures that international applicants have equal opportunities to apply to studies.</p> <p>Some degree programmes have been designed to be completed remotely or alongside full-time work. This provides applicants of all ages and with families an opportunity to apply to studies regardless of where they live.</p> <p>Applicants are treated equally and not discriminated against in student admissions. In entrance examinations, non-discrimination is ensured as needed with individual arrangements, such as additional time for completing the examination or the possibility to use tools.</p> <p>Applications to doctoral studies are submitted through Studyinfo.</p>

<p>Teaching and studying</p>	<p>Curricula take into consideration wide-ranging study opportunities, flexible implementations and the digital accessibility of teaching. The digital learning team supports teachers in matters related to teaching and educational technology.</p> <p>The different starting points of students are taken into consideration in teaching.</p> <p>Opportunities for cross-institutional studies will be developed. The inclusion of work placements and the recognition of professional experience will be emphasised in curriculum planning.</p> <p>Study attainments are assessed equally according to pre-announced criteria and grounds.</p> <p>Teaching takes learning difficulties into consideration.</p>
<p>Study guidance and student well-being</p>	<p>Students have equal rights to study guidance. Study guidance takes into consideration the diversity, special needs, learning difficulties and well-being of students.</p> <p>Student associations offer recreational activities that support student well-being and a sense of community.</p> <p>Also the Finnish Student Health Service offers group activities that provide support and guidance in coping and health promotion (physiotherapy, nutrition, mental well-being).</p> <p>The campus restaurant services provide a wide range of meals, taking vegetarians/vegans and other special groups into consideration.</p>
<p>Doctoral education</p>	<p>To improve the guidance of doctoral students, their supervisors are provided training.</p> <p>Doctoral students are treated equally as degree students, and the availability of services for them will be developed.</p>
<p>Student representation</p>	<p>LUT and LAB will increase the representation of international students in their administrative bodies.</p> <p>Student representatives take part in the preparation of documents and guidelines on non-discrimination and accessibility whenever they need updating.</p>
<p>Harassment prevention</p>	<p>LUT Universities have regulations for addressing and preventing the inappropriate conduct and harassment of students, staff and everyone on campus.</p> <p>The eLUT and eLAB student websites provide information on students' right to equal treatment and practices to promote equality.</p> <p>The harassment liaisons of the student unions, in collaboration with the HR director if needed, support and advise students who have experienced harassment.</p> <p>The LUT student union provides training for harassment liaisons in student associations.</p>

	<p>Both student unions are aiming for designated harassment liaisons at LUT and LAB.</p> <p>Both student unions are reinforcing harassment liaison activities in the university group. The National Union of University Students in Finland and the National Union of Students in Finnish Universities of Applied Sciences are providing support for the development of the activities.</p> <p>LUT and LAB have prepared guidelines for addressing harassment. The guidelines are meant for both staff and students.</p> <p>Students who encounter harassment may also contact <u>the staff of the Finnish Student Health Service</u>.</p> <p>LUT and LAB are genuinely developing their harassment liaison activity in collaboration with the student unions and are appointing harassment liaisons.</p>
Accessibility	<p>Learning environments are made accessible, enabling all students to use LUT's and LAB's physical environments and digital services for studies, learning and participation. The student facilities in Building 1 on the Lappeenranta campus have been renovated to make them as accessible as possible. An accessibility plan has been prepared for LUT Universities.</p> <p>Students are asked for feedback on the accessibility of physical learning environments, and accessible solutions are sought.</p> <p>LTKY discusses accessibility themes nationally with other student unions and takes part in national projects to promote non-discrimination in the higher education community.</p>
Communications	<p>The working languages of LUT and LAB are Finnish and English. Communication on the promotion of non-discrimination will be increased in eLUT and eLAB. The institutions' student guidelines will be harmonised regularly.</p> <p>The student websites eLUT and eLAB are an efficient communication channel open to the public, and their content is developed with different students and learners in mind. The Tuudo application will be adopted in early 2023. In Tuudo, students have their own personalized desktop, and communication can be targeted for various student groups.</p> <p>The accessibility of the eLUT and eLAB websites will be monitored and improved.</p> <p>Also an accessibility plan for LUT Universities will be added to the regulations and guidelines on equality and non-discrimination on the eLUT and eLAB websites.</p>

We act according to our values

In accordance with our values, we want to ensure comfortable and peaceful study and working conditions for students, employees and visitors on our campuses.

Everyone should conduct themselves in an appropriate manner in LUT's and LAB's facilities. We wish to provide everyone a safe work and study environment that does not endanger anyone's safety or health. Everyone must be treated fairly and equally, and we do not condone any violence, bullying, harassment, intimidation, discrimination or other inappropriate behaviour in our higher education community. We address inappropriate conduct and resolve related problems.

Implementation of the previous student equality and non-discrimination plan

The LUT Universities' student equality and non-discrimination plan 1 November 2020–31 December 2022 was the first of its kind. The previous equality and non-discrimination plans have been specific to one institution. LUT University, the Saimaa University of Applied Sciences and the Lahti University of Applied Sciences all had their own plans.

They have all taken gender equality, language and cultural equality, accessible studies, students at different stages of their life, and harassment and discrimination prevention into account.

Measures are implemented with continuous development in mind, and below are some of the measures taken:

- Student marketing has utilised the strategic focus areas of the institutions and supported gender-neutral communication.
- The possibilities of international applicants to apply to studies has been ensured with a wide-ranging English-language master's and bachelor's programme portfolio at the university and bachelor's and master's programmes at the university of applied sciences. For example, LUT University's Lahti campus offers English-language bachelor's and master's programmes.
- Curricula take into consideration wide-ranging study opportunities, flexible implementations and the digital accessibility of teaching.
- Opportunities for cross-institutional studies have been developed by increasing the range of courses available.
- Investments have been made in student well-being after coronavirus restrictions; for instance, services of the study counselling psychologists are available to all students of both higher education institutions.
- Communication toward students has been improved significantly by replacing the Uni student portal with the eLUT student website.
- The accessibility of the study administration information system SISU has been improved.
- The equality and non-discrimination plan and principles are available on the student websites eLUT <https://elut.lut.fi/fi/opintojen-suorittaminen/opintoja-ohjaavat-saadokset-ja-ohjeet/opiskelijoiden-yhdenvertaisuus-ja> and eLAB <https://elab.lab.fi/fi/opintojen-suorittaminen/opintoja-ohjaavat-saadokset-ja-ohjeet/yhdenvertaisuus-ja-tasa>.
- Communication in English to students and staff has been increased significantly.
- Study guidance for exchange students has been developed.
- A digital leap has been taken in flexible modes of learning and distance learning.
- All study-related services are available to students fully remotely.
- The digital learning team has supported and helped teachers in the adoption of new technologies, taking pedagogical viewpoints into consideration.
- Studies completed elsewhere have been flexibly included in degrees.
- The coping skills of bachelor's students have been developed on introductory courses.

- Student guidelines have been harmonised where applicable.
- Equality between the campuses has been increased by, for instance, opening a “front desk” customer service point for students on LUT's Lahti campus.

LUT Universities' student equality and non-discrimination plan for 2023–2024 has been prepared in collaboration with the LUT University student union LTKY and the LAB University of Applied Sciences student union KOE. The content of the plan has been discussed by the management committees of LUT University and the LAB University of Applied Sciences. The rector of LUT and the president of LAB have approved the student equality and non-discrimination plan for the period from 1 January 2023 to 31 December 2024.