UoC Third Action Plan (2022-2025)

Based on the tenets that all reasonably practicable measures should be taken to promote awareness of the Charter & Code across the University and to involve the research community in the HRS4R process, with particular reference to:

- the mechanism and procedures in place to ensure observance of ethical and professional principles;
- the policies and university-wide services needed to improve the position of researchers and the research environment;
- research training and continuous professional development as central elements of the University's educational mission that need to be promoted and monitored.

Charter & Code Principles*	Applicable to Researchers			Applicable to Employers & Funders
Ethical & Professional aspects				
1. Research freedom	2. Ethical principles √	3. Professional responsibility √	4. Professional attitude √	5. Contractual and legal obligations √
6. Accountability	7. Good practice in research √	8. Dissemination, exploitation of results	9. Public engagement	10. Non discrimination
11. Evaluation/ appraisal systems				
Recruitment				
12. Recruitment	13. Recruitment *(Code)*	14. Selection *(Code)*	15. Transparency *(Code)*	16. Judging merit *(Code)*
17. Variations in the chronological order of CVs *(Code)*	18. Recognition of mobility experience *(Code)*	19. Recognition of qualifications *(Code)*	20. Seniority *(Code)*	21. Postdoctoral appointments *(Code)*
Working Conditions & Social Security				
22. Recognition of the profession √	23. Research environment √	24. Working conditions	25. Stability and permanence of employment	26. Funding and salaries
27. Gender balance	28. Career development √	29. Value of mobility	30. Access to career advice √	31. Intellectual Property Rights √
32. Co-authorship	33. Teaching	34. Complains/ appeals √	35. Participation in decision-making bodies √	
Training				
36. Relation with supervisors	37. Supervision and managerial duties	38. Continuing Professional Development	39. Access to research training and continuous development	40. Supervision

*see https://euraxess.ec.europa.eu/jobs/charter/european-charter

Proposed NEW/EXTENDED ACTIONS 2022-2025 *(3 years: Q3 2022 to end Q2 2025)*

	Action	GAP Principle(s)	Timing *(Q/Year)*	Responsible Unit (s)	Indicators/Targets	Current Status	*Remarks*
1	Ethics & Professional Conduct: promote/improve awareness of Code & REC	#1-4	Q4 2022 Q4 2023 Q4 2024	Ethics Committee; Research Ethics Committee (REC);	Schedule of dissemination events; website posting; focus group.	In Progress	*Periodic Follow-up HRS4R survey(s) to assess progress*
2	Review research conduct complaints procedure with a view to establishing an ombudsman	#1-4, #7, #34	Q2. 2023	Ethics Committee; REC; Gender Equality Committee (GEC).	Procedure/ombudsman established; evidence that it is operational	New	
3	Form a post-doc advisory committee: *to review current C&P & oversee form & content of relevant actions (input to #5-8),*	#22,#35	Q4 2022 Q4 2023	Rectorate	Committee established; evidence that it is operational	New	*To include representation of post-docs*
4	Promote quality of doctoral training : harmonize doctoral training codes	#36, #37, #40	Q2 2023	Rectorate; Department Graduate Studies Committees	Evidence of posting on Departmental sites	In Progress	*With reference to 'Principles of Doctoral Training'*
5	Develop standard modules/guides to familiarize (young) researchers with rights & responsibilities: *including safe working practices, data management, GDPR*	#1-9; #24-26; #36-38	Q3 2022 Q3 2023 Q3 2024	Rectorate	Course modules/guides for seminars/websites	Extended	*(Includes 2014-16 listed actions #3, #4 & #8) Thematic areas involve range of bodies & services (eg **KTO, GEC, ELKE, REC**) Product to be collated for use in Departments + to include specifics re Departmental **H&S***
6	Map existing provision & determine priorities for transferrable skills training *(eg communication skills; report writing; data analysis; project*	#38, #39	Q2 2023	Directorate of Planning & Development (DPD); Education & Research Directorate (E&RD)	R1 & R2 focus groups; status report	New	*R1 & R2 focus groups to determine priorities*

	management; other)					
7	Develop soft/transferrable skills training opportunities/modules	#38, #39	Q2 2023 Q2 2024	Rectorate; Education & Research Directorate (E&RD)	course modules/guides for seminars/websites/annual status report	New	*Coordination by E&RT. To involve range of bodies & services including **ELKE** (accessing calls, proposal guide sheets); **GEC** (unconscious bias awareness); digital skills training (ΚΕΔΙΒΙΜ); **Careers Office** (multiple)*
8	University-wide research training; follow-on delivery of actions 5 -7	#1-9; #36-40	Q3 2023 Q3 2024	QA Committee (Departmental-OMEA); Education & Research Directorate (E&RD)	induction courses/seminar series/orientation events for doctoral candidates /for post-docs/evidence of posting on Department sites	Extended	
9	Promote the University's Research Awards	#22	Q3 2023 Q3 2024	Research Committee (ELKE); QA Committee	Calls & applications for *Young Researcher Award; SDG-research award; Research Committee awards*	In Progress	
10	IPR: development of guidance & support services	#5, #31	Q3 2023 Q3 2024	Knowledge Transfer Office (KTO)	Events & sessions offered; users/attendance records	In Progress	
11	Improve services for researchers' mobility with a central (EURAXESS) Help-Desk	#29	Q1 2023	International Office	Help-Desk established with HR & space dedicated; evidence that operational	Extended	
12	Review recruitment & selection procedures *to incorporate specific reference to OTM-R in simplified guides*	#12-21	Q3 2024	HR Department; Research Committee (ELKE)	revised & simplified guide(s); positions advertised through EURAXESS as proportion of all positions; map use of other advertising fora	New	*To include review of options for standardizing selection criteria for fixed-term positions.*
13	Develop central availability of	#5, #6,#23,	Q4 2022	Research Committee &	Simplified code on terms &	In Progress	*Annual status report.*

	researcher support services	#28	Q4 2023 Q4 2024	Secretariat (ELKE); Legal services	conditions of fixed-term contracts (+ English translation); on-line guides; promotional events		*Brings under this umbrella several actions in progress listed in 2014-16 Action Plan (#13,#14,#22)*
14	Equitable access to career development opportunities: *map existing provisions and take-up rates*	#10, #30, #39	Q2 2023 Q2 2024	QA Committee; GEC; Careers Office	Status report; Information/news to promote opportunities	In Progress	
QA committee monitors progress in implementation of HRS4R Action Plan supported by the Directorate of Planning & Development in consultation with all relevant stakeholders and services.							

Acronyms

DPD	Directorate of Planning & Development
E&RD	Education & Research Directorate
ELKE	Research Funds - Financial & Administrative Support Unit
GEC	Gender Equality Committee
ΚΕΔΙΒΙΜ	Centre of Training and Lifelong Learning
KTO	Knowledge Transfer Office
OMEA	Internal Evaluation Group (Academic Departments)
REC	Research Ethics Committee