UNIVERSITY OF KRAGUJEVAC
SERBIA

ERASMUS+ PROJECT
Re@WBC
Enhancement of HE research potential contributing to further growth of the WB region

Co-funded by the Erasmus+ Programme of the European Union

Human Resources Strategy for Researchers

Timetable for realization of Action Plan activities

	Activities	Analysis	Training	Information	Measures	2016			2017												2018											
						X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
1.1	Conducting periodic analysis of the conditions and controlling if the legal and ethical norms and standards of research work at University and faculties are respected.	☑																													
1.2	Introduction of Statement signing of awareness and acceptance of ethical norms by all newly employed researchers, with handing copies of University Code of Ethics and translated version of the European Charter for Researchers and the Code of the Rights of the Recruitment of Researchers.				☑																										
1.3	Organizing of annually lectures, at University or faculties, on topic "Code of Ethics and European Charter & Code" for new researchers and PhD students.			☑																											
2.1	Conducting periodic analysis of present state and controlling if legal and ethical norms and standards of research work are respected.	☑																													
2.2	Defining measures in a case if ethical principles and norms are not respected.				☑																										
2.3	Defining transformation model of the University Court of Honor into University Ethical Committee (where Court of Honor will be one of the bodies of the Ethical Committee), with the extension of responsibilities and activities.				☑																										
3.1	Introduce all researchers with national legislation and rules of institutions (University/faculty) in part related to intellectual property, plagiarism, etc.		☑	☑																											
3.2	Different types of continuous activities in order to prevent plagiarism at all levels (information, internal control systems, testing and introduction of anti-plagiarism software).				☑																										
3.3	Introduction of Act on University level which would define principles of determining disciplinary responsibility and process enforcement in cases of violations of the Code of Ethics, plagiarism, infringement of intellectual property rights, etc.				☑																										
3.4	System improvement for publication of PhD thesis at University, within unique database of existing University web-site.				☑																										
4.1	Preparation and implementation of training programs aimed at development of knowledge and skills required for research projects applications preparation and project management.		☑																												
4.2	Continuous work on improvement of project management activities especially in part related to coordination of activities and informing of responsible persons and bodies at University and faculties. Project managers should be worn on importance for respecting of agreed deadlines for activities implementation and reminded on necessity for proper reporting on project results.			☑	☑																										
4.3	Providing of adequate platforms for project management, which would significantly facilitate monitoring of research projects and results achieved by stakeholders.				☑																										
5.1	Introduce researchers with national legislation and University rules. Encourage researchers to get familiarize with these topics through workshops, seminars, meetings, etc.		☑																												
5.2	Providing of IT support in the form of separate pages on existing faculties/University web-pages where researchers can obtain information about working conditions, training, empowerment, etc.			☑	☑																										
6.1	Encouraging appropriate, transparent and efficient projects' financial management.		☑																												
6.2	Specifying norms of responsible behavior and defining additional standards, guidelines and specific rules for projects' management (international, domestic, projects with industry, etc.).				☑																										

Project number: 561586-EPP-1-2015-1-RS-EPPKA2-CBHE-JP

"This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein"

	Activities	Analysis	Training	Information	Measures	2016			2017													2018											
						X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
7.1	Introduce researchers with national legislation, rules of University and faculties related to safety and health at work, environmental protection and security of data and information's.		☑																													
7.2	Strengthening and/or improvement of IT system and education of users on topics related to security and protection of data and information's.		☑		☑																											
8.1	Development and improvement of legal and technical mechanisms within institutions for commercialization of research results and achievements.	☑			☑																											
8.2	Continuous promotion of importance for dissemination of research results. Publishing of completed projects results at University and faculties' web pages.			☑																												
8.3	Developing and establishing of newsletter system for informing of researchers.				☑																											
9.1	Presentation of scientific results to general public (TV, social networks, meetings of various types, etc.).			☑																												
9.2	Develop a presentation strategy of Universities achievements and organize more public lectures and thematic round tables in order to inform the public with the scientific developments within the University. Define special approach and contents for the promotion of scientific achievements, depending on the audience (schools, SMEs, industry, public utility companies, health care institutions, ...)	☑			☑																											
9.3	Encouraging researchers' involvement in public life and external promotion of scientific results.				☑																											
10.1	Further strengthening of awareness among employees and employers on problem of discrimination of any type.			☑																												
10.2	Defining questionnaires, conducting tests and monitoring employees and employers related to the potential problems of discrimination (annually).	☑			☑																											
10.3	Continuous work on stimulating and raising of number of projects applicated and coordinated by female and young researchers.				☑																											
11.1	Continuous monitoring of efficiency and improvement of the professors' evaluation/assessment system defined by the University and faculties acts.	☑																														
11.2	Promote and encourage introduction of open and clear definition of conditions within selection/re-election procedure of researchers in research positions.				☑																											
11.3	Introduction of practice for registering and designing scientific research achievements and results database as well as its ranking (according to pre-defined parameters) for professors and researchers.				☑																											
12.1	Defining of proposal/ initiative addressed to relevant Ministry in order to inspire defining of appropriate regulations and by-laws, at the national level, which should define, more precisely, various issues related to the employment of foreign researchers (to be performed in collaboration with other higher education institutions)				☑																											
12.2	Developing an advertising system for open positions in order to attract high potential and quality researchers (domestic or foreign citizens) from other institutions and those who are returning to the scientific research career.				☑																											
12.3	Continuous development of support for engagement of post-doctoral students in scientific research institutions within University.				☑																											
13.1	Improving ways of advertising vacancies for professors and researchers particularly in segments related to defining selection conditions, descriptions of working conditions and advancement opportunities.				☑																											
13.2	Introduction of obligation for advertising all vacancies on EURAXESS web-portal.				☑																											
13.3	Defining recommendation to faculties that applications deadline for open positions ads should be at least 30 days from publication date.				☑																											
13.4	Introduction of option to search open positions ads, published on University web page, per basic criteria (title, field of study)				☑																											

	Activities	Analysis	Training	Information	Measures	2016			2017													2018											
						X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
14.1	Continuous evaluation (annually) of selection and election process of candidates and defining measures aimed to its further improvement.	☑																													
14.2	Possibility and justification analysis for introducing of mandatory member from abroad (with appropriate competencies) to election commissions for position of full professor.	☑																													
14.3	Defining membership conditions for commissions for selection of researchers.				☑																										
15.1	Ensuring that on faculties level (through HR or legal affairs offices) applicants should be fully informed on selection procedure, election and employment issues.				☑																										
16.1	Continuous evaluation (annually) of selection and election process of candidates and defining measures aimed to its further improvement.	☑																													
16.2	Defining procedures and additional criteria that election commissions should use to include entire professional career and potential of candidates into selection procedure (not just bibliometric indicators).				☑																										
17.1	Define clear guidelines and interpretations of career interruptions or deviations in candidate CV chronology, which will be applied by election commissions during candidates selection and election procedures. Emphasize that the break in the scientific career should not be assumed as a disadvantage.				☑																										
18.1	Encouraging mobility of PhD students and stimulating development of post-doctoral students, at home and abroad, through promotion of programs and projects that provides mobilities funding, organizing workshops for application in relevant projects, etc.			☑																											
18.2	Define guidelines for assessing results of realized mobility which will be applied by election commissions during candidates selection and election procedures. Ensure that results of realized mobility at universities abroad will be evaluated in context of an aggregate assessment of candidates in manner and to extent that would be stimulating.				☑																										
19.1	Encouraging defining regulations or legislation at national level for recognition of skills acquired through informal education programs (different courses, online education, lifelong learning, etc.).				☑																										
20.1	Informing and raising awareness about importance of lifelong learning and professional development.		☑	☑																											
21.1	Defining initiative to the relevant Ministry regarding definition of status and funding of post-doctoral students employment through national program for post-doctoral research.				☑																										
21.2	Establishing training program in skills related to the preparation and writing of proposals for EU funded projects.		☑																												
22.1	Continuous promoting of scientific researcher profession, which need to be adequately recognized and protected at the national level, regardless of level and status of researchers (from PhD students through researcher to professors titles and positions within research institutions).				☑																										
22.2	Encouraging establishment of researchers associations/organizations as well as regular meetings/forums in order to evaluate and assess situation in research profession.				☑																										
22.3	Defining initiative for popularization of research profession among future students. Establishing a rewarding system for researchers and research groups from different areas (on annually basis).				☑																										
23.1	Encouraging funds allocation for science at national level (campaigns, public lectures, open meetings, round tables, etc.) and connections with the industry and wider community related to the realization of joint projects, which are of mutual interest.				☑																										
23.2	Encouraging of application and using of EU funds for improvement of research infrastructure, procurement of modern equipment, etc.				☑																										
23.3	Encouraging institutional cooperation with other domestic universities in order to ensure more rational using of available research infrastructure and equipment.				☑																										
24.1	Encouraging funds allocation for science at national level (campaigns, public lectures, open meetings, round tables, etc.)				☑																										

	Activities	Analysis	Training	Information	Measures	2016			2017												2018											
						X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
24.2	Encouraging flexible working conditions in every sense, with control of working time efficiency or introducing periodic independent evaluation of employees.				☑																										
25.1	Compliance analysis of University and faculties regulations with provisions of European Charter & Code and EU Directive on part-time work and harmonization of necessary elements.	☑																													
25.2	Compliance analysis of procedure and conditions for professors re-election with EU standards and foreign universities practices.	☑																													
26.1	Preparation of initiatives on national level for a more precise definition researchers status at universities in order to ensure stabile and stimulating financing of their work (will be realized in coordination and joint work with other state universities in country)				☑																										
26.2	Defining and establishing of methodology for evaluation and rewarding of successful coordinators of research groups and/or independent researchers.				☑																										
27.1	Further strengthening of awareness on the gender balance at faculties. Special attention should be given to faculties with below average number of female researchers and professors. (43% of female researchers is average on national level in Serbia)			☑																											
27.2	Analysis of possibilities and promotion of part-time employment for researchers, if necessary, to adequately fit personal/family and professional obligations.	☑																													
28.1	Development and implementation of various training and personal development courses, as a mandatory part of researchers education (career management, communication and negotiation skills, creation and evaluation capabilities, project management, innovation, etc.).		☑	☑																											
29.1	Defining of initiative for creation of adequate national and institutional framework, as well as, creating conditions and encourage mobility of post-doctoral students (will be realized in coordination and joint work with other state universities in country)				☑																										
29.2	Encouraging professional training and other forms of mobility of researchers through creation of mobility networks for researchers.			☑	☑																										
29.3	Encourage return of researchers from abroad to Serbia, and emphasize need to adopt a national framework for ensuring conditions for employment of returning researchers, their further development and improvement.				☑																										
30.1	More intensive involvement of the Centre for Career Development and Student Counseling with aim of better and more quality counseling and career guidance of graduate students, especially PhD students and post-doctoral students.				☑																										
31.1	Improving University rules on protection of intellectual property rights.				☑																										
31.2	Developing of mechanisms for researchers information and education related to intellectual property rights.		☑	☑																											
32.1	Encouraging cooperation and co-authorship with international research groups (projects, papers, etc.).	☑		☑																											
33.1	Defining recommendations for level of teaching engagement of young researchers, in order not to disrupt dynamics of their research work.				☑																										
33.2	Develop a system of training and education of young researchers (assistants, researcher and associate researcher) for lecturing and teaching.				☑																										
34.1	Defining duties of the University Ethical committee and its bodies to take over additional advisory function in possible disputes and conflicts.			☑	☑																										
34.2	Justification analysis for introduction of the Ombudsman in order to protect rights of researchers at University which would be a independent body of the Ethics Committee and who would mediate in resolving problems in relations researcher-research coordinator, PhD student-mentor, researcher/professor-institution, etc.	☑			☑																										
35.1	Promotion of change in regulations that would allow participation of researchers in various faculty bodies (Educational-scientific Council, Faculty Council, Study programs Committee, etc.).	☑			☑																										
36.1	Internal analysis of faculty/departments practice in context of improvement of quality relationship between mentor and PhD students.	☑																													

Activities		Analysis	Training	Information	Measures	2016			2017													2018											
						X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
37.1	Monitoring and analysis of progress and results achieved by researchers/PhD students during research, scientific and educational work activities.	☑		☑																											
38.1	Providing programs and funds to encourage the development of new knowledge, skills and competences of young researchers.				☑																										
38.2	Encouraging introduction of new and use of existing programs for lifelong learning.			☑																											
38.3	Encouraging education and training of professors for teaching at the faculties/University.			☑																											
39.1	Encouraging continuous training of researchers through improved system of theory and practice at faculties, University and industry.			☑																											
40.1	Monitoring and analysis of mentor's load in teaching in order to achieve an optimal balance with various teaching/training/monitoring/research activities related to work with PhD students.	☑		☑																											