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Enhancement of HE research potential
contributing to further growth of the WB region



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Abstract	<p>This document presents materials and information about current situation at the University of East Sarajevo regarding University centers and HR offices reinforced.</p> <p>Following information were analyzed:</p> <ol style="list-style-type: none">1. Information about concrete bylaws on institutions regulating status of researchers and research in general.2. Main elements of research strategy like strategic aims and action plans3. Information about bylaws regulating work of research centers.
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WP2 Excellent University for the researchers

Activity 2.1: Reinforcing university centres and offices by creating and adopting relevant bylaws

University of East Sarajevo/report

1) Information about concrete bylaws on your institutions regulating status of researchers and research in general

Acts regulating work of researchers: All institutional acts relating to the work of the academic staff, at the same time define the work of researchers, given that according to the *Statute of the University of East Sarajevo* (<http://www.ues.rs.ba/media/akti/uis-statut-univerzitet.pdf>) academic staff consists of persons who perform teaching, scientific, artistic and research work (teachers, researchers, associates, artistic staff and lectors). Although the Statute stipulates that scientific and artistic research work is conducted by the teaching, scientific and artistic staff and students of the first, second and third cycle of studies, the University by its bylaws does not regulate the election in the research ranks as such. Election into scientific-teaching ranks is done at the institutional level, where teachers and associates perform scientific research work, among other things, within the 40-hour working week.

Fundamental rights and freedoms of academic staff are defined by the Statute in a way that prohibits discrimination on any grounds. The academic staff has the freedom of organizing, expressing opinion, and it has the right to publish the results of the research work. Also, the academic staff enjoys all academic freedom established by law and general acts of the Organizational Units of the University.

According to the Statute of the teaching ranks at the University are:

1. assistant professor,
2. associate professor, and
3. full professor

Associates at the University are:

1. lector,
2. senior assistant,
3. senior artistic assistant,
4. assistant, and
5. artistic assistant

The Statute also states the conditions and procedure for appointment into mentioned ranks. *Rules of Procedure and Terms of Election of the Academic Staff of the University of East Sarajevo* (<http://www.ues.rs.ba/media/akti/uis-pravilnik-o-postupku-i-uslovima-izbora-akademskog-osoblja.pdf>) define the conditions of election of academic staff. It includes announcement of competition, the selection and work of the Commission, the work of other bodies responsible for the appointment. The Rules states the criteria for each position individually, in accordance with the Law. The Rules also states the procedure for revoking ranks.

According to the Statute, the University annually conducts a process of self-evaluation and quality assessment of teaching and working conditions. The process of self-assessment, continuous monitoring, quality assurance and enhancement are regulated in detail by: *Rules on Quality Assurance at the University of East Sarajevo* (<http://www.ues.rs.ba/media/akti/Pravilnik-o-osiguranju-kvaliteta-1.pdf>).

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The Code of Professional Ethics at the University of East Sarajevo (<http://www.ues.rs.ba/media/akti/uis-kodeks-profesionalne-etike.pdf>) establishes ethical principles in higher education, publishing of scientific results, relationship to the intellectual property, relationships between teachers, researchers and associates, other employees and students, acting in legal transactions of the University and its Organizational Units, teachers, researchers, associates and students as well as in relation to the public and the media.

Regulations on the procedure for approving the work of the academic staff of the University of East Sarajevo at another higher education institution (<http://www.ues.rs.ba/media/akti/uis-pravilnik-o-postupku-davanja-saglasnosti-za-rad-akademskog-osoblja-uis-na-drugoj-visokoskolskoj-ustanovi.pdf>) establishes the conditions and procedures for issuing permits for the work of the academic staff of the University of East Sarajevo at another higher education institution. The Academic Council of a faculty or Artistic-teaching Council of an academy considers the requests of teachers/assistants and creates the decision draft to be submitted to the Rector of the University for consideration. Upon the request for obtaining consent to work at another higher education institution, and after the opinion of the Vice-Rectors for Academic and Student Affairs, the Rector shall issue the decree.

Rules on studying on doctoral studies and the acquisition of the PhD at the University of East Sarajevo (<http://www.ues.rs.ba/media/akti/uis-pravilnik-o-studiranju-na-doktorskim-studijama.pdf>) and *Rules on studying on the second cycle of studies at the University of East Sarajevo* (<http://www.ues.rs.ba/media/akti/uis-pravila-o-studiranju-na-drugom-ciklusu-studija.pdf>) state that the research is part of the teaching process. Study program of doctoral studies as a rule include: 1. lectures and other forms of teaching for a period of 2 semesters and 2. research in relevant scientific field for a period of 4 semesters.

Rules on internal control procedures of implementation of research projects and projects of cooperation in this field is an act regulating the application procedure, project contracting, procedures of making obligations, accounting records, procedures regarding expenditures and reporting.

2) If you have some research strategy send the main elements of this strategy like strategic aims and action plans,

We had parts of our strategy for researcher elaborated in our University strategy. One of our strategic aims is research. Six months ago University of East Sarajevo developed Human Resources Strategy for Researchers in accordance with principles of European Charter and Code. We applied for charter and code and we got positive answer that application meets the criteria and the 'HR award' will be granted after moonier corrections.

This document is our strategic document for research and will together with our University strategy will serve as key document for development of research on our University.

3) It will be good to send information about bylaws regulating work of research centers.

Scientific research centers

Since 26.02.2015., the work of research centers at the University of East Sarajevo is regulated by "Rules of Procedure of the Scientific Research Centers of the University of East Sarajevo" (<http://www.ues.rs.ba/media/akti/uis-pravilnik-o-radu-naucno-istrzivackih-centara.pdf>).

The centers are bases for scientific research, and other activities from the scope of registered activities of the University and Organizational Units of the University. In legal transactions with third parties, the Centers act on behalf of and on account of the University. Scientific Research

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Centers have been established by the decision of the University Senate, upon the proposal of the Commission for Doctoral Studies.

Scientific Research Centers of the University of East Sarajevo are as follows:

1. Center for Biomedical Sciences
2. Center for Food Production Technology
3. Center for Technical Sciences and Transport /Traffic
4. Center for Social Sciences
5. Center for the Humanities
6. Center for Arts and Culture

Each Center has the Center Committee, Center Manager and Coordinator of the Center. In the implementation of its activities, any Center relies primarily on teaching and other staff of the University. But, experts outside the University may be engaged at the Centre depending on the type and complexity of the implementing projects.

Rules of Procedure further defines: center name, center bodies, manner of activities performances, center representation, assets and forms of responsibility of centers, distribution of profits, business secrets, responsibility regarding performance of management and managerial functions and other provisions.