

Process Description

Application number: 2022RO796807

Organization name: University of Medicine and Pharmacy "Carol Davila" in Bucharest

Contact details of the organisation: Universitatea de Medicina și Farmacie "Carol Davila" din București, strada Dionisie Lupu Street, no. 37, Sector 2, Bucharest, Romania, Zip code: 020021, Phone: +40213180719; +40213180721; +40213180722; Email: simona.ruta@umfcd.ro; cristina.petcu@umfcd.ro;

Date of approval of the Charter and Code: 18.05.2022

Process

The HRS4R process must engage all management departments directly or indirectly responsible for researchers' HR-issues. These will typically include the Vice-Rector for Research, the Head of Personnel, and other administrative staff members. In addition, the HRS4R strategy must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4, as well as appoint a Committee overseeing the process and a Working Group responsible for implementing the process.

Please provide the name, the position and the management line/ department of the persons who are directly or indirectly engaged in the HRS4R process in your organisation:

Name	Position	Steering Committee	Working Group
STEERING COMMITTEE			
Simona Maria Ruță	Professor, Vice-Rector for Research	yes	no
Elena Cristina Pîrvu-Dinu	Professor, Director, Directorate for Research, Development and Innovation	yes	no
Professor Dr. Florentina Ligia Furtunescu	Vice-Rector for Institutional Strategy, Academic Assessment and Quality	yes	no
Ec. Simona-Mihaela Stefanopoulos	Director, Human Resources Norming Organization Payroll Directorate (RUNOS)	yes	no
TECHNICAL IMPLEMENTATION GROUP:			
Prof. Univ. Dr. Dana Craiu	Vice-Dean of Research - Faculty of Medicine	no	yes
Prof. Univ. Dr. Denisa Ioana Udeanu	Vice-Dean of Research Faculty of Pharmacy	no	yes

Prof. Univ. Dr. Sabina Andrada Zurac	Vice-Dean of Research - Faculty of Dental Medicine	no	yes
Prof. Univ. Dr. Mihai Burlibaşa	Vice-Dean of Research, Institutional Strategy, Academic Assessment and Quality - Faculty of Midwifery and Nursing	no	yes
Dr. Cristina Petcu	Medical Doctor, Research Development Innovation Directorate	no	yes

Notă: Puteți adăuga noi departamente de gestionare, dacă este necesar.

Organizația dvs. trebuie să își consulte părțile interesate și să implice o comunitate reprezentativă de cercetători, de la R1 la R4, precum și să numească un comitet care să supravegheze procesul și un grup de lucru responsabil cu punerea în aplicare a procesului HRS4R.

Furnizați informații privind modul în care grupurile de cercetători au fost implicate în analiza GAP-analiză:

GRUPUL PĂRȚILOR INTERESATE	FORMATUL CONSULTĂRIILOR	CONTRIBUTII
Academic community, research and technical-administrative staff involved in UMFCF research projects	<p>First consultation on the implementation of the principles of the European Charter and Code for Researchers - questionnaire survey conducted in December 2022. The way the questionnaire was disseminated was UMFCF academic community rapid information system via the COM DIGITALE address.</p> <p>The resulting total sample volume was 181 respondents.</p> <p>The number of respondents was relatively small compared to the total number of our university employees, from the HRS4R team the recommendation to re-run the questionnaire with an extension of the deadline was received.</p> <p>Thus, we decided to initiate again the dissemination of the questionnaire. We also requested an extension of the deadline until 30 September 2023.</p>	<p>The aim of the research was to investigate the opinions of teaching and research staff as well as technical-administrative staff involved in UMFCF's research projects, regarding our university's current policies for approaching careers in which the following specific objectives were formulated:</p> <p>O1: To identify the respondents' opinions on the recruitment and selection process carried out at the university level.</p> <p>O2: To assess the perceptions of academic staff regarding the working conditions offered at UMFCF</p> <p>O3: To identify the opinions expressed in relation to the current training and professional development perspective that UMFCF offers to its employees, regardless of their career level</p> <p>O4: Identify respondents' perspective on policies regarding the respect of ethical principles in teaching and research activities</p> <p>In November 2022, 181 out of 2268 persons involved in teaching and research participated in the questionnaire.</p> <p>As the percentage of respondents was considered low, the questionnaire was repeated in May 2023, adding the technical-administrative staff involved in UMFCF research projects.</p> <p>A total of 506 respondents (N = 506) out of a total of 2423 teaching, research and technical-administrative staff involved in research projects participated in the questionnaire in May 2023.</p> <p>The results of the internal analysis were used to compare the practices and procedures applied at the university with the provisions of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. They have also become the</p>

	The second consultation was conducted in May 2023. The resulting total sample volume was 506 respondents (N = 506) out of a total of 2423 teaching, research and technical-administrative staff involved in research projects.	departure point for the analysis of the situation of researchers and the optimization of activities carried out by the UMFCF
Steering Committee (SC) and Technical Implementation Group (TIG) for the preparation of the application for the HR Excellence in Research certificate from the European Commission, under the coordination of the Rector for Scientific Research	Regular meetings in online or physical format.	1. Report resulting from the UMFCF community consultation on the implementation of the principles of the Charter and the European Code for Researchers – finalized on 13 June 2023; 2. GAP Analysis finalized on 11 July 2023 the; 3. Checklist and Self-Assessment for Open, Transparent and Merit-based Recruitment (OTM-R) finalized on 21 July 2023 the; 4. Action Plan finalized on 7 September 2023.
<p>Working groups composed of academics and prestigious researchers of UMFCF within the project Alliance for Life Sciences: From Strategies to Actions in Central and Eastern Europe funded by the EU Horizon 2020 programme (Grant agreement No. 964997).</p> <p><i>NB: The Alliance for Life Sciences: From Strategies to Actions in Central and Eastern Europe project, funded by the Horizon 2020 programme (Grant agreement No. 964997) aims to professionalise research management by harmonising practices at universities and research institutions in South and Eastern Europe.</i></p> <p>https://umfcd.ro/cercetare-si-dezvoltare/proiecte/proiecte-internationale/alliance-for-life-sciences-closing-research-and-innovation-divide-in-the-european-union/</p>	Regular meetings within the project, internal and external, focused both on recommendations on the HRS4R procedure and on the project' deliverables that helped to understand the entire HRS4R process.	<p>"White paper on combining research, teaching and/or medical practice" - The role of doctors as practitioners, scientists and their commitment to research, education and medical practice in a balanced way is little analysed at European level, which is the reason why the White Paper on the recognition of professional roles in medicine in the three areas of medical activity, teaching and research was produced.</p> <p>Thus, legislative models and practices at national and institutional level of the partner universities in the project were analysed, with the following topics relevant to the integration of science with academia and health care: 1. Synergies between the European research area and the university education area; 2. Medical research, education and practice in academic hospitals; 3. The relationship between medical school and hospital in academic workforce planning and career development; 4. Time devoted to health research. Working time for teaching; 5. Position of residents/doctoral candidates in the teaching hospital; 6. Integration of research-related content into training and specialty programmes; 7. Relationship between the University/Faculty of Medicine and hospital research offices; 8. Academic-hospital-industry mobility opportunities; The role of patients not only as study participants but also as members of the patient group; 10. The relationship between the Ministries of Education and Health regarding academic hospitals</p> <p>The selection of these relevant topics for defining the relationship between university and academic hospital is accompanied by the formulation of recommendations at institutional, national and European level.</p>

Note: You may add new management departments if needed.

Your organisation must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4, as well as appoint a Committee

overseeing the process and a Working Group responsible for the implementation of the HRS4R process.

Provide information on how the researchers groups were involved in the GAP-analysis:

On 18.05.2022 the UMFCF Board of Trustees approved the adherence to the established principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (C&C).

On 05.07.2022, The procedure for the confirmation of the HR Excellence in Research award was initiated, by approving within the Board of Trustees the Coordination Committee (CC) and the Technical Implementation Group (TIG) for the preparation of the application for the HR Excellence in Research Award, under the coordination of the Vice-Rector for Scientific Research.

The Steering Committee is composed of the following representatives: (1) Vice-Rector for Research and Coordinator of the Steering Committee; (2) Vice-Rector for Institutional Strategy, Academic Assessment and Quality; (3) Director of the Research and Development and Innovation Directorate; (4) Director of the Human Resources, Organisation and Payroll Directorate (RUNOS).

The TIG is composed of the research vice-deans of the 4 faculties of the organisational structure of our University as well as a member of the Research and Development and Innovation Directorate.

The preparatory activities started with the design of the Questionnaire on the perspective on teaching, medical and research careers at UMFCF, in accordance with the established principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. Between July-October 2022, the Technical Implementation Group had analyzed different models of questionnaires, including the ones used by the universities partners of the Alliance for Life Project. The structure of the questionnaire applied by Politehnica University of Bucharest, carried out within the project "Supporting the growth of the institutional research capacity of Politehnica University of Bucharest - CRESCDI" (contract no. 25PFE/17.10.2018), activity "Obtaining the Diploma of Excellence for Human Research Resources", within Programme 1. Development of the national R&D system, Subprogram 1.2 - Institutional Performance - Institutional Development Projects - Projects for funding excellence in RDI of the National RDI Plan III, funded by the Ministry of Research and Innovation was considered appropriate to our University. For each topic, specific items were developed to operationalize the 40 principles integrated in the Charter and Code, the resulting questionnaire including 34 opinion and socio-demographic items. The questionnaire was disseminated.

First consultation on the implementation of the principles of the European Charter and Code for Researchers - questionnaire survey conducted in December 2022. The way the questionnaire was disseminated was by email, UMFCF academic community rapid information system via the COM DIGITALE address. The resulting total sample size was 181 respondents. As the number of respondents was relatively small compared to the total number of employees of our university, from the HRS4R team the recommendation to re-run the questionnaire with an extension of the deadline was received. We have requested an extension of the deadline until 30 September 2023 which was approved by the HRS4R team.

The second consultation on the implementation of the principles of the European Charter and Code for Researchers - questionnaire survey, was carried out in May 2023. The resulting total sample size was 506 respondents (N = 506) out of a total of 2423 teaching, research and technical-administrative staff involved in research projects.

The meetings of the CC and GTL members led to the following activities:

1. The Report resulting from the consultation of the UMFCF community on the implementation of the principles of the Charter and the European Code of Researchers was produced and finalised on 13 June 2023;

2. Development and approval of the GAP Analysis on 11 July 2023; 3. Development and approval of the Checklist and Self-Assessment for Open, Transparent and Merit-based Recruitment (OTM-R) on 21 July 2023; 4. Development and approval of the Action Plan on 7 September 2023.

The other involved departments of the university such as Doctoral School, Technology Transfer Centre, Finance Department etc. have also contributed to the realization of these documents and their final form has been disseminated to them. Within these structures, online and physical meetings were held on each of the areas specified above, which were replicated at the level of our university through communication and information meetings at the level of the directorates involved.

Also, the actions leading to the award of the Diploma of Excellence for Human Resources in Research-Development-Innovation took also place in the framework of the project Alliance for Life Sciences: From Strategies to Actions in Central and Eastern Europe, funded by the Horizon 2020 programme (Grant agreement No. 964997) which aims to professionalize research management by harmonizing practices at the level of universities and research institutions in Southern and Eastern Europe. The network consists of advanced biomedical research institutions from Central and Eastern Europe, creating the conditions for the development and implementation of good research management practices in several areas. Alliance4Life is an initiative of 12 leading health science institutions from 11 EU countries in Central and Eastern Europe (CEE), which aims to bridge the divide in European health research and innovation: CEITEC Masaryk University - Central European Institute of Technology, Czech Republic; International Clinical Research Center St. Gallen, Switzerland; International Clinical Research Centre St. Petersburg, Russia. Anne's University Hospital Brno, Czech Republic; Academy of Science - Institute of Clinical and Translational Research, Slovakia; Medical University of Lodz, Poland; University of Zagreb - Medical School, Croatia; The University of Tartu, Estonia; Vilnius University, Institute of Biosciences, Lithuania; Institute of Organic Synthesis, Latvia; Faculty of Medicine, University of Ljubljana, Slovenia; Semmelweis University - Medicine and Health Science, Hungary; Medical University, Faculty of Pharmacy Sofia, Bulgaria. The institutions brought together in this Alliance are working to improve governance and management practices by transforming the institutional culture that will increase efficiency on investments in health. During 2022-2023 the activities within this Project were focused on the creation of several inter-institutional Focus Groups working together on evaluations, reports, mapping of centres of excellence and partners' expertise, which will contribute to organisational development in research in the following areas: Science evaluation; Research Ethics and Integrity; HR management in research and mobility; Grants and Research Funding; Core facilities and big data; Knowledge and technology transfer; Science communication. In the first year of the A4L project, several reports have been produced to identify the key factors that need to be improved in order to achieve a better institutional and research environment, on the basis of which all partners can design research management strategies with action plans detailing how these strategies will be implemented in practice in the following period: 1. Self-assessment report - the purpose of each partner's self-assessment was to understand how external and internal factors influence the research performance of A4L member institutions in Central and Eastern Europe (CEE). The self-assessment report consisted of several parts, including SWOT analysis, research culture study, assessment of management practices and benchmarking study based on quantitative research and innovation indicators. The questionnaire used in the evaluation had the following chapters: a. Respondent profile - length of service, position held, gender, responsibilities outside the workplace, number of working hours in the institution; b. Management and leadership; c. Perception of research culture and experiences; d. Communication of research results. Within UMFC, a total of 164 respondents, both teaching-research and administrative staff, took part in this questionnaire. 2. The Green Labs Best Practices Survey was intended to be used to identify best practices and practices in need of improvement and to propose trainings and strategies to implement the necessary changes in a specific way for individual Alliance for Life Sciences project partners.

It should be mentioned that the Working Groups established within the Alliance for Life Sciences: From Strategies to Actions in Central and Eastern Europe project funded by the EU Horizon 2020 programme (Grant agreement No. 964997), includes both prestigious academics of UMFC and representatives of the Steering Committee and the HRS4R Technical Implementation Group.

Note: You may add new stakeholder groups if needed.

Please describe how the Committee overseeing the process was appointed and how it worked (meetings, decisions, etc.):

On 05.07.2022, the procedure for the confirmation of the HR Excellence in Research Award was initiated by the approval of the Board of Trustees the establishment of the Steering Committee (SC) and the Technical Implementation Group (TIG) for the preparation of the application under the coordination of the Vice-Rector for Scientific Research. Thus, the Steering Committee is composed of the following representatives: (1) Rector for Research and Coordinator of the Steering Committee; (2) Rector for Institutional Strategy, Academic Assessment and Quality; Director of the Research and Development and Innovation Directorate; Director of the Human Resources, Organisation and Payroll Directorate (RUNOS). In addition, the TIG is composed of the research pro-deans of the 4 faculties of the organisational structure of our University as well as a member of the Research and Development and Innovation Directorate.

The GAP Analysis was carried out based on the Report resulting from the consultation of the UMFCF community on the implementation of the principles of the Charter and the European Code of Researchers, as well as on the analysis of other official documents of UMFCF such as the Strategic Institutional Development Plan 2022-2028, Annual Operational Plans, internal regulations and procedures.