

Process Description

Case number: 2022RO796807

Name Organisation under review: University of Medicine and Pharmacy "Carol Davila" Bucharest/ Universitatea de Medicină și Farmacie „Carol Davila” din București

Organisation's contact details: Universitatea de Medicină și Farmacie „Carol Davila” din București, strada Dionisie Lupu Street, no. 37, Sector 2, Bucharest, Romania, Zip code: 020021, Phone: +40213180719; +40213180721; +40213180722; Email: rectorat@umfcd.ro

Date endorsement 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	PhD, Professor – R4, Vice-Rector for Research	yes	no
Valentina Anuța	PhD, Associate Professor - R3 Director, Directorate for Research, Development and Innovation	yes	
Valentina Uivarosi	PhD, Vice-Rector for Institutional Strategy, Academic Assessment and Quality	yes	no
Elena Cristina Pîrvu-Dinu	PhD, Professor, Director of the Council for Doctoral Studies	yes	no
Ec. Simona-Mihaela Stefanopoulos	Director, Human Resources Norming Organization Payroll Directorate (RUNOS)		no
Iuliana Ceausu	PhD, Professor – R4, Faculty of Medicine	yes	no

Viorel Perieanu	PhD, Head of works - R2, Faculty of Midwifery and Nursing	yes	no
Horea-Constantin Chirila	PhD student, University assistant - R1, Faculty of Medicine	yes	no
Miruna Maria Apetroaei	PhD student - R1, Faculty of Pharmacy	yes	no
TECHNICAL IMPLEMENTATION GROUP			
Diana Loreta Păun	PhD Associate Professor, R3 Vice-Dean of Research - Faculty of Medicine	no	yes
Denisa Ioana Udeanu	PhD, Professor – R4 Vice-Dean of Research Faculty of Pharmacy	no	yes
Ionela Ruxandra Sfeatcu	PhD, Lecturer - R3 Vice-Dean of Research - Faculty of Dental Medicine	no	yes
Andreea Zamfirescu	PhD, Head of works - R2 Vice-Dean of Research - Faculty of Midwifery and Nursing	no	yes
Bruno Velescu	PhD Associate Professor R3, Faculty of Pharmacy	no	yes
Mihai David	PhD Head of works - R2, Faculty of Midwifery and Nursing	no	yes
Florentina Căminișteanu	University assistant - R2, Faculty of Midwifery and Nursing	no	yes
Alexandra Vilaia	PhD student - R1, Faculty of Medicine	no	yes
Răzvan Mischie	PhD student - R1, UMFCO - General directorate of secretariat	no	yes
Dr. Cristina Petcu	PhD student – R, Medical Doctor, Research Development Innovation Directorate	no	yes

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:

Stakeholder group	Consultation format	Contributions
UMFCO Board of Trustees	meeting 18.05.2022	Approval of the adherence to the established principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (C&C)
UMFCO Board of Trustees	meeting 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
Coordination Committee (CC) and the Technical Implementation Group (TIG)	meeting on 12.10.2022	Approval of the design of the Questionnaire on the perspective on teaching, medical and research careers at UMFCD, 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.
Academic community, research and technical-administrative staff involved in UMFCD research projects	First consultation (questionnaire survey) - November 2022	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, UMFCD 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, the following recommendation was received from the HRS4R team. "We consider that 8% of the total population is quite low and we would encourage you to get more input. Since you are at the initial stage, we could extend your deadline up to early September. Should you need more time, we would then suggest you to send us a new endorsement letter (by June 2023) so that you get an additional 12 months." Thus, we decided to repeat the dissemination of the questionnaire. Also we have requested an extension of the deadline until 30 September 2023 which was approved by the HRS4R team
Academic community, research and technical-administrative staff involved in UMFCD research projects	Second consultation (questionnaire survey) - May 2023	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.
Coordination Committee (CC) and the Technical Implementation Group (TIG)	online meeting on 13.06.2023	The Report resulting from the consultation of the UMFCD community on the implementation of the principles of the Charter and the European Code of Researchers was approved on 13 June 2023
Coordination Committee (CC) and the Technical Implementation Group (TIG)	online meeting on 11.07.2023	Approval of the GAP Analysis developed by the TIG with support from administrative and technical departments
Coordination Committee (CC) and the	online meeting on 21.07.2023	Approval of the Checklist and Self-Assessment for Open, Transparent and Merit-based

Technical Implementation Group (TIG)		Recruitment (OTM-R) developed by TIG with support of HR (RUNOS) department
Coordination Committee (CC) and the Technical Implementation Group (TIG)	online meeting on 07. 09. 2023	Finalization of the the Action Plan developed by TIG with support from administrative and technical departments, including HR (RUNOS) department. 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.
<p>Alliance for Life Sciences Focus Groups These focus groups are composed of academics and prestigious researchers of UMFCD 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>https://umfcd.ro/cercetare-si-dezvoltare/proiecte/proiecte-internationale/alliance-for-life-sciences-closing-research-and-innovation-divide-in-the-european-union/</p>	<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>	<p>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.</p> <p>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</p>

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 UMFCO, 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.
3. "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.

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

The selection of these relevant topics for defining the relationship between university and

		<p>academic hospital is accompanied by the formulation of recommendations at institutional, national and European level.</p> <p>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 D and representatives of the Steering Committee and the HRS4R Technical Implementation Group.</p>
Coordination Committee (CC) and the Technical Implementation Group (TIG)	Physical meeting November 23, 2023	The purpose of the meeting was to review the feedback received from the HRS4R evaluation team. Members were asked to submit their proposals within 10 days by email.
Coordination Committee (CC) and the Technical Implementation Group (TIG)	Online meeting December 07, 2023	Taking into account the calendar for the next months for the elections of departments and management positions for the next 5 years (rector, directors of departments and research structures within the 4 faculties, vice-rectors, deans and vice-deans) it was unanimously decided to submit a request to postpone the deadline for submitting the necessary documentation until the end of March 2024. At the same time, considering that in January and February the revision of the Institutional Strategic Plan will be worked on, it was decided that the observations and comments of the HRS4R evaluation team will be sent to all departments and structures of UMFC D in order to be analyzed and correlated with their activities. Institutional communication was carried out through the UMFC D electronic community information service, ComDigitale. The postponement request was submitted on 11 December and on 22 December we received the HRS4R team's agreement to submit the documentation by 17 April 2024.
UMFC D high level management with the involvement of the university community	consultations and debates	<p>The new Higher Education Law No. 199/2023 as well as UMFC D's adherence to C&C principles led to the initiation of a complex process of revision of the University Charter. In this process, along with harmonizing the Charter provisions with the new legislative framework with the C&C principles, an important component was the consultation of the academic community and other stakeholders on updating the university's mission. At the same time, consultations and debates were organised within the UMFC D community, with ministries and central institutions and with university hospitals and civil society organisations.</p> <p>The revised University Charter - the VIIth version, whose objectives and principles are aligned with the C&C principles, received the legal approval of the Ministry of Education on November 2, 2023</p>
UMFC D high level management with the involvement of the university community	consultations and debates	The institutional self-assessment of the university was completed according to the nine standards of the World Federation for Medical Education (WFME). On 8.12.2023 UMFC D

		received the accreditation of the Independent Agency for Accreditation and Rating (IAAR), the Agency recognised by the World Federation of Medical Education (WFME), a document by which the graduates' diplomas receive a wider international recognition.
UMFCD high level management, Institutional Strategic Plan technical working group, HRS4R team with the involvement of the university community	online meetings, consultations and debates November 2023 - February 2024	During the last 4 months, the analysis and revision of the medium-term Institutional Strategic Plan of our university was carried out through the active involvement of all the departments and centers of the university. A SWOT analysis was carried out and new actions were introduced, taking into account the comments of the HRS4R experts. The revised Strategic Institutional Development Plan of UMFCD 2021-2029 received the approval of the Board of Trustees on March 5, 2024 and of the Senate on March 7, 2024.
Institutional Strategic Plan technical working group, HRS4R team with the involvement of the university community	online meetings, consultations	The Action Plan of the HRS4R process was also revised during these months incorporating all the changes proposed by the HRS4R evaluation team.
UMFCD Board of Trustees	physical meeting, 1 April, 2024	The revised Action Plan was approved by the Board of Trustees. In view of the institutional changes at the management level of the university and research structures, the composition of the Steering Committee and the Technical Implementation Group has been revised. The review also aimed to include new community members from all academic-research levels who were part of the working groups for the Institutional Strategic Plan review.

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:

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

On 18.05.2022 the UMFCD 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.

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 were 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 were 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 UMFC D 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 UMFC D such as the Strategic Institutional Development Plan 2022-2028, Annual Operational Plans, internal regulations and procedures. The preparatory activities started with the design of the Questionnaire on the perspective on teaching, medical and research careers at UMFC D, 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, UMFC D 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, the following recommendation was received from the HRS4R team. "We consider that 8% of the total population is quite low and we would encourage you to get more input. Since you are at the initial stage, we could extend your deadline up to early September. Should you need more time, we would then suggest you to send us a new endorsement letter (by June 2023) so that you get an additional 12 months." Thus, we decided to repeat the dissemination of the questionnaire. Also 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 UMFC D 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 UMFCD, 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 UMFCD and representatives of the Steering Committee and the HRS4R Technical Implementation Group.

Having in view the feedback received from the HRS4R evaluation team and taking into the elections of departments and management positions for the next 5 years (rector, directors of departments and research structures within the 4 faculties, vice-rectors, deans and vice-deans) in the period of December2023 – March2024 it was decided by the members of CC and TGI to submit a request to postpone the deadline for submitting the necessary documentation until the end of March 2024. At the same time, considering that in January and February the revision of the Institutional Strategic Plan will be worked on, it was decided that the observations and comments of the HRS4R evaluation team will be sent to all departments and structures of UMFCD in order to be analyzed and correlated with their activities. Institutional communication was carried out through the UMFCD electronic community information service, ComDigitale.

Having in view the feedback received from the HRS4R evaluation team and taking into the elections of departments and management positions for the next 5 years (rector, directors of departments and research structures within the 4 faculties, vice-rectors, deans and vice-deans) during the period of December2023 –March2024 it was decided by the members of CC and TGI to submit another request to postpone the deadline for submitting the necessary documentation. At the same time, considering that in January and February the revision of the Institutional Strategic Plan will be worked on, it was decided that the observations and comments of the HRS4R evaluation team will be sent to all departments and structures of UMFCD in order to be analyzed and correlated with their activities. Institutional communication was carried out through the UMFCD electronic community information service, ComDigitale.

During the last 4 months, the analysis and revision of the medium-term Institutional Strategic Plan of our university was carried out by technical workings groups with the active involvement of the HRS4R – CC and GTI and all the departments and centers of the university. A SWOT analysis was carried out and new actions were introduced, taking into account the comments of the HRS4R experts.

The revised Strategic Institutional Development Plan of UMFCD 2021-2029 received the approval of the Board of Administration on March 5, 2024 and of the Senate on March 7, 2024.

In view of the institutional changes at the high level management level of the research structure, the composition of the Steering Committee and the Technical Implementation Group has been revised. The review also aimed to include new community members from all academic-research levels who were part of the working groups for the Institutional Strategic Plan review. The Action Plan of the HRS4R process was also revised during these months incorporating all the changes proposed by the HRS4R evaluation team.

The Action Plan of the HRS4R process was revised and approved by the Board of Directors on 1 April, 2024, together with the revision of the Steering Committee and the Technical Implementation Group.

Both, CC and TIG contain members from all academic and research levels. It should be mentioned that our teaching staff also have research activities (part time in employment contract). According to the national legislation, the equivalence of research functions with teaching functions is as follows: a) scientific researcher is equivalent to university assistant, for persons holding a doctor's degree; b) scientific researcher grade III is equivalent to university lecturer/head of works; c) scientific researcher grade II is equivalent to university lecturer; d) first degree scientific researcher is equivalent to university professor. Thus the composition of the CC and the TIG complies with the EC requirements to include all categories of representatives of the research community within the UMFCD according to the four general HRS4R profiles that apply to all researchers.

Coordination Committee:

Prof. Simona Ruță (R4), Prorector for Scientific Research - coordinator

Prof. Univ. Dr. Valentina Uivarosi (R4), Prorector for didactics

Prof. Univ. Dr. Cristina Elena Pîrvu (R4), CSUD Director

Prof. Univ. Dr. Iuliana Ceaușu (R4), Project Director Alliance4Life Bridging the Research and Innovation Gap in Life Sciences A4L_BRIDGE

University Lecturer Dr. Habil. Valentina Anuța (R3) - Director of Research Development Innovation Directorate

Ec. Simona-Mihaela Stefanopoulos - Director of Human Resources, Organisation and Payroll Directorate (HR/RUNOS)

Head of works Dr. Viorel Perieanu (R2) - Faculty of Midwives and Nurses

University Assistant Horea-Constantin Chirila (R1) - Faculty of Medicine
Miruna Maria Apetroaei PhD student UMFCF (R1) - Faculty of Pharmacy

Please describe how the Working Group doing the Gap Analysis was appointed:

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 was 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 was 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 UMFCO 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 UMFCO such as the Strategic Institutional Development Plan 2022-2028, Annual Operational Plans, internal regulations and procedures.

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 UMFCO and representatives of the Steering Committee and the HRS4R Technical Implementation Group.

During the last four months (December- March), members of the Technical Working Group worked closely with technical working groups for the Institutional Strategic Plan, members of the academic community (faculties, centres, departments) for the revision of the Institutional Strategic Plan in line with C&C principles and feedback received from HRS4R evaluators. The members of the TIG also worked together with the IT Technical Department to modify the website of research domain, in particular to update the HRS4R area in order to ensure better visibility of our process at university level, according to the comments received from the HRS4R evaluation team.

The revised Strategic Institutional Development Plan of UMFCO 2021-2029 received the approval of the Board of Administration on March 5, 2024 and of the Senate on March 7, 2024.

In view of the institutional changes at the high level management level of the research structure, the composition of the Steering Committee and the Technical Implementation Group has been revised. The review also aimed to include new community members from all academic-research levels who were part of the working groups for the Institutional Strategic Plan review. The Action Plan of the HRS4R process was also revised during these months incorporating all the changes proposed by the HRS4R evaluation team.

The Action Plan of the HRS4R process was revised and approved by the Board of Directors on 1 April, 2024, together with the revision of the Steering Committee and the Technical Implementation Group.

Both, CC and TIG contain members from all academic and research levels. It should be mentioned that our teaching staff also have research activities (part time in employment contract). According to the national legislation, the equivalence of research functions with teaching functions is as follows: a) scientific researcher is equivalent to university assistant, for persons holding a doctor's degree; b) scientific researcher grade III is equivalent to university lecturer/head of works; c) scientific researcher grade II is equivalent to university lecturer; d) first degree scientific researcher is equivalent to university professor. Thus the

composition of the CC and the TIG complies with the EC requirements to include all categories of representatives of the research community within the UMFCF according to the four general HRS4R profiles that apply to all researchers.

Technical Implementation Group:

Conf. Univ. Dr. Diana Loreta Păun (R4) - Research Pro-Dean Faculty of Medicine

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