

GAP ANALYSIS - PROCESS

Case number: 2024RO190832

Name Organisation under review: Universitatea Politehnica Timisoara

Organisation's contact details: Piața Victoriei, nr 2, Timisoara, Timis, 300006, Romania

SUBMISSION DATE: 31/01/2024

DATE ENDORSEMENT CHARTER AND CODE: 06/02/2024

PROCESS

The HRS4R process must engage all management departments directly or indirectly responsible for researchers' HR-issues. ¹ 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 R4², 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:

<i>Committee overseeing</i>		
Name	Position	Management line/ Department
Florin DRĂGAN	Rector	Administrative Board
Liviu-Ioan CĂDARIU - BRĂILOIU	President	UPT Senate
Liviu MARȘAVINĂ	Vice-rector for Scientific Research	Scientific Research, Innovation and Technology Transfer
Radu Emil PRECUP	Director	CSUD UPT
Radu- Adrian VASIU	Director	Institute for Digital Transformation
Daniel – Viorel UNGUREANU	Vice President	Commission for Scientific Research, Innovation and Technology Transfer of the UPT Senate

Working Group		
Name	Position	Management line/ Department
Anamaria – Ioana FEIER	HRS4R administrator (contact)	Department of Materials and Manufacturing Engineering
Claudiu – Tiberiu ALBULESCU	Director	Department for International Relations
Adriana – Nicoleta ALBU	Director	Department of Automation and Applied Informatics
Diana GIUREA	Director	Department of Architecture
Mircea – Laurențiu DAN	Director	Department of Applied Chemistry and Engineering of Inorganic Compounds and Environment
Ioan – Sorin HERBAN	Vice Dean	Faculty of Civil Engineering
Liliana MĂȚIU- IOVAN	Director	Department of Measurements and Optical Electronics
Florin – Stelian MOLNAR- MATEI- COZMA	Director	Department of ELECTROENERGETICS
Gelu – Ovidiu TIRIAN	Dean	Faculty of Engineering in Hunedoara
Matei TĂMĂȘILĂ	Director	Department of Management
Anghel – Vasile CERNESCU	Vice Dean	Faculty of Mechanical Engineering
Vasile GHERHEȘ	Director	Department of Communication and Foreign Languages
Ion- Dragoș UȚU	President	UPT Ethics Commission
Delia – Maria ROZOVLEAN	PhD student	PhD students' representative in the CSUD
Agnes STEPANIAN	Head of Research Department	Department for Monitoring and Valorisation of RDI Projects and Scientific Results
Simona FILIPAȘ	Head of Human Resources	Human Resources
Alina – Monica ATANASESCU	Head of Legal Department	Legal and Litigation Department
Lidia – Alina SĂLĂJAN	Legal Advisor	Legal Office

Your organisation must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4³, as well as appoint a Committee overseeing the process and a Working Group responsible for the implementation of the HRS4R process.

The term 'Human Resources' is used in the largest possible sense, to include all researchers (Frascati definition: Proposed Standard Practice for Surveys on Research and Experimental Development, Frascati Manual, OECD, 2002) disregarding the profile, career ,level', type of contract etc. etc.

For a description of R1-R4, see

<https://euraxess.ec.europa.eu/europe/career-development/training-researchers/research-profiles-descriptors>

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

*Stakeholder group	*Consultation format	Outcomes
Staff and researchers	Questionnaire	36 surveys
Other stakeholders	Questionnaire	47 surveys

Please describe how was appointed the Committee overseeing the process:

The Committee was appointed by the decision of the University Senate, materialized in a Rector's decision. The Committee met regularly and issued decisions to reach its goals.

At UPT level, a committee has been set up to oversee the whole HRS4R implementation process, made up of representatives of the different UPT departments directly involved in the development and implementation of the HRS4R Strategy (Human Resources Directorate, Innovation and Technology Transfer Service, Scientific Research Department, International Relations Department, Department, and representatives of research staff).

Free text 200 words maximum

The Working group gathered as a team on Human Resources management involved in European projects. The members are researchers, professors and staff active in Natural Sciences, Engineering and Technology, Agricultural Sciences, Social Sciences and Humanities coordinated by the Committee overseeing in charge with Human Resources Management in the University.

The GAP analysis was carried out based on the Report resulting from the questionnaire regarding the implementation of the principles of the Charter and the European Code for Researchers, in conjunction with the Strategic Development Plan of the Universitatea Politehnica Timisoara (2024 – 2029), Human Resources Strategy, internal procedures and applicable national legislation.

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

The working group that did the analysis was appointed by the Rector and each member of the working group had clearly defined tasks. The composition of the working group was established considering the following criteria: (i) each faculty or department of UPT is represented, (ii) the persons involved have a strong research background, (iii) the UPT Ethics Commission is represented, (iv) the working group benefits from the administrative support of legal, HR, research or international relations departments.