

# EURAXESS

## Process Description

### Case number

2022RO814565

### Name Organisation under review

UNIVERSITY OF BUCHAREST

### Organisation's contact details

90, Panduri Street, Sector 5, Bucharest, ROMANIA, Bucharest, 050663,, Romania

### Date endorsement charter and code

06/10/2022

## 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	Management line/ Department
Carmen Chifiriuc	Vice-Rector for Research	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Office of Vice-Rector for Research
Dragoş Dena	Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Directorate for the Management of Research Projects
Daniela Popa	Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Department for Human Resources
Mircea Sava	Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Directorate for Communications and Public Affairs
Oana Letizia Peiu	Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	UB Research Institute
Liviu Andreescu	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Public Administration and Business
Elena Ionica	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Biology
Rodica Olar	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Chemistry
Camil Parvu	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Political Science
Lidia Istrate	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Philosophy
Gabriela Blebea-Nicolae	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Roman-Catholic Theology
Violeta Rotarescu	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Psychology and Educational Science

Name	Position	Steering Committee	Working Group	Management line/ Department
Camelia Cmeciu	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of Journalism and Communication Science
Valentin Bottez	Academic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Faculty of History
Ilinca Busurca	Officer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Office of Vice-Rector for Research

Your organisation must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4 (<https://euraxess.ec.europa.eu/europe/career-development/training-researchers/research-profiles-descriptors>), 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
Academics (teaching-and-research and research-only positions)	Focus groups (6) with 34 R1-R4 researchers across the natural and experimental sciences (3) and, respectively, social sciences and the humanities (3)	The focus groups were the key instrument used in the Gap Analysis (alongside input from administrative staff). They provided an in-depth look at UB academics' perspectives and concerns regarding their experiences at the University. A systematic summary is available in the Consultation Report (EN) published on the UB's HRS4R webpage. A more extensive summary is available in the Focus Groups Report (RO) available on the same webpage.
Academics (teaching-and-research and research-only positions)	Survey (UB Opinion Barometer), with around 150-200 academic respondents on most items	The survey provided opinions on several issues of concern for the HRS4R process, including - among others - trust in the university administration and collective decision-making bodies; the research environment and infrastructure; and proposals as to areas in need of intervention. A summary is available in the Consultation Report (EN) published on the UB's HRS4R webpage.
Administrative staff	Meetings (3 face-to-face) and collaborative online work on shared documents - a team of around a dozen participants	The administrative staff provided key insights into the level of implementation of the 40 Charter & Code principles; legal constraints and other regulations; procedures and documentation available at the UB.

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

The Steering Committee was appointed so as to involve the management of departments considered essential for the development of the HRS4R. It is headed by the Vice-Rector for Research and includes the directors of three administrative departments (Research Management, HR, PR) and an officer at the UB Research Institute. The Committee met regularly with members of the Working Group; approved the design of the HRS4R initial phase process (see below); participated in meetings with the administrative staff; contributed directly to the Gap Analysis, Action Plan, and checklist and provided systematic feedback on various drafts of the documents; signed off on the measures in the Action Plan; and, more generally, oversaw the entire process.

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

The Working Group consists of 10 persons, out of which 9 are academics (including one doctoral student). The WG was appointed based on an "institutional development" project submitted internally to the UB Research Institute (ICUB). The project was developed specifically for the HRS4R initial phase. The WG designed the entire process - analysis of gaps in Charter & Code implementation, consultations with academics and administrative staff etc. -, negotiated the Action Plan measures with the Steering Committee, and drafted the documentation and the reports.