

TEMPLATE 1 – GAP ANALYSIS - PROCESS

Case number: 2022RO782646

Name Organisation under review: Universitatea de Vest din Timișoara (West University of Timișoara)

Organisation's contact details: Bd. Vasile Pârvan no. 4, 300223, Timișoara, Timiș, Romania

SUBMISSION DATE: 10 MAY 2023

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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:

Name	Position	Management line/ Department
Marilen-Gabriel PIRTEA	Rector	Highest managerial position and legal representative of the university
Florin Alin SAVA	Vice Chancellor responsible for the strategy of research, development, innovation, artistic creation, and sports performance	Coordinates strategy of research, development, innovation, artistic creation, and sports performance
Mădălin BUNOIU	Vice Chancellor responsible for academic strategy and student relations	Coordinates academic strategy and student relations
Cosmin ENACHE	Vice Chancellor responsible for financial and digitalization strategy	Coordinates financial and digitalization strategy

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Dana PERCEC	Director of Council of Doctoral University Studies	Coordinates Council of Doctoral University Studies
Bogdan ALDEA	Director, Department of Human Resources	Implement the strategy of human resources strategy
Oana LOBONȚ	Representative of Council of Doctoral University Studies	Council of Doctoral University Studies
Daniel Vizman	Representative of Council of Doctoral University Studies	Council of Doctoral University Studies
Mihai MUTAȘCU	Representative of Council of Doctoral University Studies	Council of Doctoral University Studies
Daniel LUCHEȘ	Coordinator of Department for Scientific Research and University Creation	Implement the strategy of research, development, innovation, artistic creation, and sports performance

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
Working group: Ethical and professional aspects	Working group	input for gap analysis, OTM-R checklist & action plan
Working group: Recruitment and selection	Working group	input for gap analysis, OTM-R checklist & action plan
Working group: Recruitment and selection	Working group	input for gap analysis, OTM-R checklist & action plan

Working group: Professional development and training courses	Working group	input for gap analysis, OTM-R checklist & action plan
Deans and Vide-Deans	Online	input for gap analysis
Chairs of academic departments	Online	input for gap analysis

Working group: Ethical and professional aspects:

- Florin Alin SAVA - Vice Chancellor responsible for the strategy of research, development, innovation, artistic creation and sports performance
- Alexandra PETCU - Head of Innovation & Technology Transfer
- Daniel LUCHEŞ - Coordinator of Department for Scientific Research and University Creation
- Vlad CHERECHEŞ - Coordinator of Quality Management Department
- Andra CENAN-GLĂVAN - Referee Innovation & Technology Transfer
- Andrea RADU – Referee SupportTm Center
- Rodica ȚURCAN - Referee Department for Scientific Research and University Creation

Working group: Recruitment and selection

- Florin Alin SAVA- Vice Chancellor responsible for the strategy of research, development, innovation, artistic creation and sports performance
- Mădălin BUNOIU- Vice Chancellor responsible for academic strategy and student relations
- Bogdan ALDEA - Director, Department of Human Resources
- Lucian BERCEA – Deans, faculty of Law
- Daniel LUCHEŞ - Coordinator of Department for Scientific Research and University Creation
- Dan VLASE- Referee Department for Scientific Research and University Creation
- Mihai MUTAŞCU- Representative of Council of Doctoral University Studies

Working group: Working conditions

- Cosmin ENACHE - Vice Chancellor responsible for financial and digitalization strategy
- Bogdan ALDEA- Director, Department of Human Resources
- Alexandra PETCU - Head of Innovation & Technology Transfer Centre
- Nadia TOPAI - Legal advisor
- Dănuţ VIŢONESCU - Inspector in the field of safety and health at work
- Daniel LUCHEŞ - Coordinator of Department for Scientific Research and University Creation

Working group: Professional development and training courses

- Dana PERCEC - Director of Council of Doctoral University Studies

- Oana LOBONȚ - Representative of Council of Doctoral University Studies
- Daniel VIZMAN - Representative of Council of Doctoral University Studies
- Delia VÎRGĂ - Representative of Council of Doctoral University Studies
- Corina ILIN – BEIA, Expert in Ethics
- Roxana PĂCURAR – Head of Career Counseling and Guidance Center

Please describe how was appointed the Committee overseeing the process:

The committee overseeing the process was in fact the Director committee, more precisely, a part of the Director committee. Thus, the people who are directly responsible for:

- the strategy of research, development, innovation,
- the academic strategy and student relations
- the financial and digitalization strategy
- the Director of Council of Doctoral University Studies.

The entire activity of the Overseeing Committee was coordinated by the Rector of the Western University of Timisoara and the vice-rector responsible for the strategy of research, development and innovation.

Please describe how was appointed the Working Group responsible for the implementation of the HRS4R process:

The entire process of joining HRS4R was under the coordination of the vice-rector responsible for the research, development, and innovation strategy. Thus, the Administrative Council of the West University of Timisoara nominated him for this activity.

After a careful analysis of the entire documentation and the way of implementing the accession process, the vice-chancellor responsible for the research strategy submitted to the Board of Directors the proposal to establish four working groups to start the specific activities.

The four working groups aimed at:

- Ethical and professional aspects
- Recruitment and selection
- Working conditions
- Professional development and training courses.

The working groups were constituted by teaching staff, and coordinators of some departments, who, through the activity carried out, have the skills necessary to carry out the steps to create the specific documentation. The coordination of the working groups fell to the vice-chancellors involved in this process, who periodically organized working meetings with the nominated persons.

The consultation of the academic community was carried out online by using a questionnaire addressed to people with the necessary expertise, deans, vice-deans, and directors of academic departments. The questionnaire was also disseminated to UVT researchers and to persons with expertise and international experience associated with research activities.