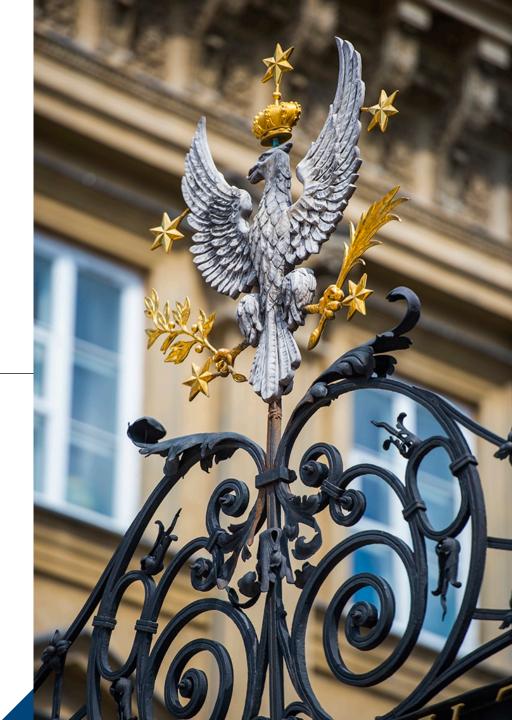


HR Excellence in Research award @UW - New tools and practices

Diana **Pustuła**Deputy Head
Research Services Office

Erasmus Staff Training Master Class: HRS4R Assessment Liège, 13.03.2018





WARSAW - AN ACADEMIC CITY

- 1.7 million inhabitants
- 15 public Higher Education Institutions (HEIs)
- 240 000 students per year
- Warsaw and the region of Mazovia are most often chosen by international students coming to Poland: 30% of all foreigners coming to Polish academies study here.



UW- FACTS AND FIGURES



- The <u>University of Warsaw</u> was founded in 1816.
 - In November 2016, UW celebrated the 200th anniversary of its foundation.
 - The slogan for the anniversary was: "Two centuries. Good beginning".
- 47.6 thousand students and PhD students (4.4 thousand foreigners among students
- and doctoral students 2.5 thousand long-term students, 1.9 thousand exchange and visiting students (e.g. Erasmus+)
- 7.2 thousand employees of which over 3.7 thousand Faculties
- 21 departments, 30 extra-departmental academic and research units
- 330 million euro budget/year
- 800 international partners
- University graduates have won 5 Nobel Prize awards:
 - Nobel Prize in Literature: Henryk Sienkiewicz, Czesław Miłosz
 - Nobel Peace Prize: Menachem Begin, Joseph Rotblat
 - Nobel Prize in Economic Sciences: Leonid Hurwicz





UW – UNIVERSITY OF RESEARCH

- 3 750 academic teachers
- 3 200 PhD students
- 100 million euro research budget
 ⅓ of the University budget
- 3 350 research topics

 in the fields of the humanities, social, exact and natural sciences, as well as numerous interdisciplinary studies, including subjects in medical or technical sciences
- 1 500 projects
 financed by national or international research programmes, funds and organisations
- 8 700 publications per year
- 400 international conferences per year



Research Services Office (RSO)

- ☐ Divided into 2 sections:
 - □ National Research Programmes
 - □International Research
 - Programmes since 1999
- ☐ Employs 16 persons (15.25 FTE)
- ☐ Runs the Regional Contact Point for EU R&I Programmes
- □ Ran 3 editions of an on-line course
 on multimedia platform for PhD students on acquisition of research funds
 recognition under "PhD students-friendly University" programme
- ☐ Designed an on-line application supporting management of FP7 Projects ("PROBAD")
- ☐ Active member of the COST TN "BESTPRAC", Management Committee Member, Leader of WG "Legal" (2014-2018 (January))
- ☐ Active member of the UNICA, Chair of Research Liaison Officers WG





Towards the HR Excellence in Research award - Ministry level

Letter of the **Minister of Science and Higher Education** of the Republic of Poland to the Rectors urging Polish Higher Education Establishments to implement the principles of Charter&Code as part of the "**Pact for Horizon**" Action Plan (April 2015).

Towards the HR Excellence in Research award – University level

Ref. Ares(2014)2872928 - 03/09/2014



JMR- 420/2014

Professor Marcin Palys

Warsaw, August 28th, 2014

European Commission
Directorate-General for Research and Innovation

DG Research & Innovation

CAD-DAAC

533342 03.99.2014 03.18

Declaration of endorsement of the European Charter of Researchers and the Code of Conduct for Recruitment of Researchers

University of Warsaw recognizes the principles the European Charter for Researchers and the Code of Conduct for Recruitment of Researchers.

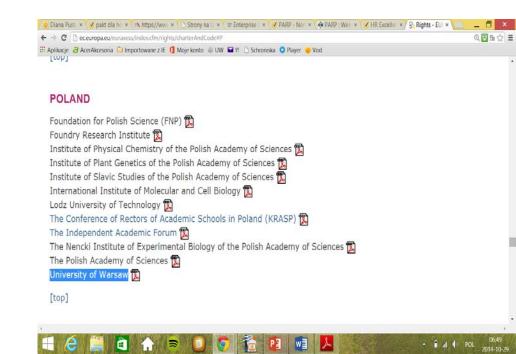
University of Warsaw, in recognition of the importance of recruiting, selecting and retaining researchers with the highest excellence potential in research, fully supports the Charter and the Code and declares its intention to respect and to promote both documents among its employees.

Many rules of both the Charter and Code have been followed by the University of Warsaw for already a long time and became a common practice. The University is taking the best endeavours to comply in the near future with all the remaining rules, under Polish legal framework.

On July 14th, 2014 I appointed the special Team for implementation of the principles of the Charter and the Code. The Team members represent all stake-holders, including Vice-Rector for Human Resources and Lifelong Learning, the Chancellor, Deputy Head of the Human Resources Office, Deputy Head of the Research Services Office, representatives of the researchers and PhD students. The first meeting of the Team took place on July 30th, 2014 and following ones have been scheduled in order to make a systematic progress on the implementation of the Charter and the Code, for the benefit of the entire University community.

Sincevely, Marca Palys

- 14.07.2014 The Rector appointed the members of the special Univerity Committee for the implementation of the European Charter& Code;
 - 30.07.2014 The 1st sitting
 - 28.08.2014 Declaration of endorsement was signed



The University Committee for the implementation of the European Charter& Code

- The University C&C Committee is headed by prof. Andrzej Tarlecki, the Vice-Rector for Human Resources and Financial Policy
- The C&C Committee:
- Representatives of the researchers and PhD students
- The representatives of the central administration: the Vice –Chancellors for Finance/IT,
- Deputy Head of the Human Resources Office,
- Deputy Head of the Research Services Office,
- Deputy Head of the International Relations Office,
- Deputy Head of the Office for University Advancement

GOAL: Systematic progress on the development of the revised HR strategy and implementation of the C&C for the benefit of the whole University community.





The University C&C Committee 1st sitting (30.07.2014) and the next steps

- ✓ An internal gap analysis was carried out the results reviewed and discussed to compare policies and practices against the Charter & Code principles
- ✓ The C&C Committee developed a work schedule for execution
 of the first stage preparation for development of the revised HR
 strategy (October 2014 January 2015)
- In September the first draft questionnaire concerning the level of implementation of the principles of the C&C at the University was prepared by the RSO
- In November 2014 the Education Quality Assessment Unit was involved in order to develop a professional questionnaire to be set out to all researchers and PhD student at the University



The internal gap analysis and the on-line questionnaire

I. WARUNKI PRACY NA UNIWERSYTECIE WARSZAWSKIM

NIWERSYI	ECI	E W	AK	SZAWSKIM			
P1. Czy Pana(i) obecne warunki pracy na UW <u>sprzyjają prowadzonej przez Pana(ią) pracy naukowej)?</u> Proszę ocenić każdy z aspektów. **roszę posłużyć się skalą 1-5, gdzie "1" oznacza "zdecydowanie <u>nie</u> sprzyjają", a "5" oznacza **The questionnaire was senatecydowanie sprzyjają"							
1 - zdecydowanie nie sprzyjają	2	3	4	5 - zdecydowanie sprzyjają	trudno powiedzieć	by e-mail with an invitation to	
						participate and with an	
						individual – link to the	
						questionnaire on-line in orde	
						to fill it in with the use of the	
						university poll system "Ankieter".	
i? ,1" oznacza "zde						All the poll participants' data has been anonymized	
	pracy na UW spi aspektów. , 1" oznacza "zde 1 - zdecydowanie nie sprzyjają 	pracy na UW sprzyja aspektów. ,1" oznacza "zdecydo 1 - zdecydowanie 2 nie sprzyjają	pracy na UW sprzyjają praspektów. 1 - zdecydowanie 2 3 nie sprzyjają	pracy na UW sprzyjają prowadaspektów. 1 - zdecydowanie 2 3 4 nie sprzyjają	aspektów. ,1" oznacza "zdecydowanie <u>nie</u> sprzyjają", a "5" 1-zdecydowanie 2 3 4 5-zdecydowanie sprzyjają ——————————————————————————————————	pracy na UW sprzyjają prowadzonej przez Pana(ią) pracy aspektów. 1. zdecydowanie 2 3 4 5 - zdecydowanie trudno nie sprzyjają powiedzieć	

The Second sitting (February 2015) of the University C&C Committee

- The results of the poll were presented – THE REPORT
- The Committee listed task to do, e.g.:
- To develop a Code of Good Practices,
- The revise the procedures of recruitment and applying for research funds (document flow, scope of responsibly of all University units involved),
- To develop a clear career track for researchers including the principle of the stability of employment,
- To develop a periodical assessment system of work of the technical and admin staff,
- to enhance international mobility,
- equality and gender balance

The Committee meets quaterly - monitoring of progress



REALIZACJA POSTANOWIEŃ EUROPEJSKIEJ KARTY NAUKOWCA NA UNIWERSYTECIE WARSZAWSKIM

RAPORT

Klementyna Świeżewska



European Charter & Code website



WELCOME POINT

DEGREE PROGRAMMES

EXCHANGE AND VISITING STUDENTS

RESEARCH

IOB OFFERS

COOPERATION



European Charter for Researchers

The European Commission understood that Europe's competitiveness is strongly related to developments in research and the knowledge economy and therefore introduced recommendations for member states of the European Union. Their aim is to create an attractive and open labour market for researchers within the European Union. Recommendations were published in 2005 in the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.

Rights and obligations of scholars and of their employers as well as of research funding institutions are included in the Charter. The concept of the document contributes to the improvement of career prospects for researchers In Europe and Increases their mobility, not only International, but also Intersectoral - between science and business. Recommendations included in the Code ought to lead to an open, transparent and on the international level comparable recruitment procedure.

in the principles of participation in the European Union framework programmes for research, development and innovation, for example in the Horizon 2020 programme, there is an appeal to the provisions of the Charter and the Code. These principles are reflected in grant agreements with institutions which realize projects. Beneficiaries of the programme should endeavor to complete all recommendations included in documents.

In order to stress the significance of the Charter and the Code, the European Commission gives a "HR Excellence In Research" logo to the research institutions that have made progress in aligning their human resource policies according to the principles set out in the Charter and the Code. Universities, research institutions and enterprises, that have been awarded, have the right to use the icon to highlight their commitment to implement fair and transparent recruitment and appraisal procedures for researchers.

ail/u/0/#inbox lementation of principles of the Charter and the Code at the University of Warsaw

- University of research
- Research units
- European Research Council Grants
- Breakthroughs

Since 2016, the University of Warsaw can use the "HR Excellence In Research" award given by the European Commission.





European Charter & Code action plan



THE HUMAN RESOURCES STRATEGY FOR RESEARCHERS (HRS4R) AT THE UNIVERSITY OF WARSAW (UW) WITH RESPECT OF THE PRINCIPLES OF THE EUROPEAN CHARTER FOR RESEARCHERS AND THE CODE OF CONDUCT FOR THE RECRUITMENT OF RESEARCHERS

ACTION PLAN FOR 2015-2019

Based on the internal gap analysis of the state of implementation of the principles of the Charter and Code at UW



HR Excellence in Research award in July 2016



Action plan - selected outcomes Employment Handbook



ABOUT US

CONTACT

EMPLOYMENT HANDBOOK

POLISH VERSION

Employment handbook

- Glossary of terms
- · Planning, recruitment process and employment
 - employment planning
 - positions of academic staff members
 - other positions
 - functional positions
 - vacancy notice
- · Information useful during employment
- Termination of employment
- The status of an affiliated professor / lecturer
- The status of Professor Emeritus

Please inform us the topic you would like to find in the Vademecum by writing to the email address:vademecum@adm.uw.edu.pl.

http://en.bsp.adm.uw.edu.pl/employment-handbook/





Promotion of equality & non-discrimanation





DISCRIMINATION

WHERE TO LOOK FOR SUPPORT?

EQUALITY INITIATIVES

LIBRARY

NEWS

Λ.

WEAREALLEQUAL.UW.EDU.PL

is an equality university website including comprehensive and practical information about, i.a. what discrimination is and which are its types and examples (also from the academic life), what to do in case of witnessing discrimination or being its victim, which university and national institutions one can ask for support and help.

On the website one can also find information about the projects and equality and anti-discrimination research carried out at the University, as well as information about the current events dedicated to equality and diversity.

We encourage you to use the web page and to contact us should you witness or are affected by discrimination or any unequal treatment.

What is discrimination?



It is an unfair treatment on the grounds of sex, sexual orientation, nationality or ethnic origin, skin colour, age, religion, creed, belief or disability.

NO TOLERANCE FOR DISCRIMINATION!

The authorities of the faculties and the university are obliged to prevent discrimination and in justified cases ensure that the persons who discriminates, including harassing or abusing other students or persons employed at the University of Warsaw faces appropriate consequence.

Whether the university is a place of tolerance and equal-

or working at the Universit of Warsaw has the right to be treated with respect At our University everyon should feel safe no matte who he or she is or where



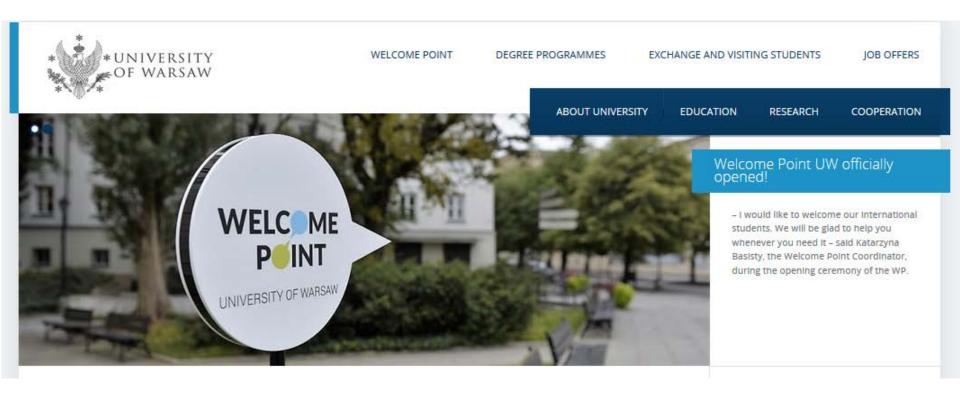
Search



EQUALITY LEARNING PATH >>

HAVE YOU WITNESSED DISCRIMINATION?





Students will obtain here information regarding various university matters. WP team will assist students in dealing with formalities, explaining how to register for courses, how to use university library, and how to apply for an electronic student card. They will also provide information about student organisations, language possibilities, cultural and sport activities as well as living in Warsaw.





Erasmus staff training

Mobility in Research & Education @ the University of Warsaw

Polish National Agency for Academic Exchange

Research Services Office International Relations Office O

Office for University Advancement



Home

This website - "Mobility in Research & Education @ the University of Warsaw" collects information on programs and projects financed from domestic and foreign sources, which allow our students and academic teachers to travel for internships or research purposes, as well as arrivals of scientists staff and students from abroad. It contains information about mobility projects and programs operated by three offices of the University of Warsaw, i.e. the Research Services Office, the International Relations Office and the Office for University Advancement.

Listed mobility options can be sorted according to the following main criteria, i.e. addressees, activities (research, education), incoming and outgoing options, program names, short descriptions, and names of the offices that support given programs or projects. The attached pdf files contain additional information on, e.g. duration of the trip, contact person, links to calls for applications.

In addition, there are links to the database of job offers and European scholarships on the EURAXESS portal, the Polish National Agency for Academic Exchange (NAWA), Fulbright scholarships, DAAD scholarships, the internal grants for research and internationalization of UW (mobility component) of the Vice-Rector for Research and International Relations and the administrative staff mobility and training opportunities list (Erasmus staff training).

Please send your remarks/comments concerning this website to the following e-mail address: hr.mobility@adm.uw.edu.pl.

Site Contents

Documents Find a file Q Target group Contact details Programme Incoming Short description Source of funding Name PhD.Foreign researchers The AXA Future Post-doctoral Outstanding Axa Research Research Research Services Office, A. Demner, tel. BOB_AXA research Research Leader Fellowships researchers (max Fund Services 5524201, Anna.Demner@adm.uw.edu.pl, Fellowships Office M. Kleszczewska. tel. 5520743. PhD+5 years) committed to Magdalena.Kleszczewska@adm.uw.edu.pl improving peoples' lives through cuttingedge, innovative research addressing global societal challenges related to Life & Health, Data &







- Incoming fellows
 - under Marie Sklodowska-Curie Actions
- Vice Rector's letter to the Deans/Directors candidates for MSCA IF fellows tutors
- 67 candidates
- Tutors' data base constantly updated
- And MSCA IF leaflet: http://bob-epb.uw.edu.pl/marie-sklodowska-curie-actions/.
- MSCA IF welcome offer sent out via European NCPs,
- Published on "net4 mobility": https://www.net4mobility.eu/eoi.html
- Published on Euraxess website



Polish NCP newsletter: "UW actively searches for IF MSAC candidates"

https://www.kpk.gov.pl/?p=37881&znewsletter=26lipca2017

- Cooperation with UW press Office
 - Information on the UW main website:

http://en.uw.edu.pl/marie-sklodowska-curie-individual-fellowship/ http://en.uw.edu.pl/research/university-of-research/ http://en.uw.edu.pl/cooperation/research-collaboration/

Information campaign to be repeated every year





HR EXCELLENCE IN RESEARCH

HR EXCELLENCE IN RESEARCH



NAJBLIŻSZE TERMINY KONKURSÓW 2018!

HORYZONT 2020

17 stycznia – MSCA ITN

Apply for Marie Skłodowska – Curie Individual Fellowship (IF) under the EU Horizon 2020

For details please see the leaflet below, check the tutors'/supervisors' data base and the guides for applicants for your convenience.

- Marie Skłodowska-Curie Actions Individual Fellowships at the University of Warsaw expression of interest 2017
- H2020 MSCA IF at University of Warsaw TUTORS' DATABASE
- Practical Guide for MSCA-IF ACTIONS

Programme with the University of Warsaw!

Please consider that this is an UNOFFICIAL document prepared by the EU-funded Project "Net4Mobility" (Grant No.: 640603) of National Contact Points (NCP) for the Marie Skłodowska-Curie Actions (MSCA).

Information contained in this document and any others transmitted or attached to the same is intended to assist and support, in an unofficial and easy-&-practical way, the researchers interested in submitting a Proposal for the Individual Fellowships (IF) Call with Deadline on 14/09/2017. It is therefore NOT a substitute of European Commission Documents, which in all cases must be considered as official and prevailing.











Boost your research career!

Apply for Marie Skłodowska-Curie Individual Fellowship (IF) under the EU Horizon 2020 Programme with the University of Warsaw!

The University of Warsaw is a leading Polish university located in the capital of Poland, one of the most dynamically developing academic cities in Europe, holding high positions in international Warsaw is the centre of political and economic life and has a lively social and cultural scene. Among ca. 47.6 thousand students the University community includes 4,400 foreigners; students, doctoral students, employees and grantees of, among others, coming also under the Erasmus+ programme from Spain, Germany, Italy, France, Turkey and other European countries. The University employs 3,750 scholars whose scientific enquiry extends over 3,350 research topics; students who they concurrently teach have the opportunity of joining in their research projects, including the prestigious ERC grants. The University's research teams have won worldwide recognition in many areas of knowledge and have joined international research programmes (with over 200 running projects/year). More about the University can be found HERE.

If you are an experienced researcher interested in your scientific career development by working @theUniversityofWarsaw apply for the Marie Sklodowska-Curie European Fellowship with the University of Warsaw by 14/09/2017!

Basic principles:

- The Marie Skłodowska-Curie actions (MSCA), named after the double Nobel Prize winning Polish-French scientist famed for her work on radioactivity, support researchers at all stages of their careers, irrespective of nationality.
- 2) Researchers working across all disciplines, from life-saving healthcare to 'blue-sky' science, are



Enhancement of international mobility of students and researchers Tutors' database

	UNIVERSITY OF WARSAW AS HOST INSTITUTION							
	EU HORIZON 2020 PROGRAMME - MARIE SKLODOWSKA-CURIE ACTIONS - INDIVIDUAL FELLOWSHIPS (IF)- POTENTIAL SUPERVISORS/TUTORS CONTACT DATABASE							
~	DEPARTMENT	SUPERVISOR/TUTOR -	CONTACT/ SCIENTIST IN CHARGE	RESEARCH AREA/KEY WORDS				
	Centre of New Technologies	Jacek Jemielity, Ph.D. D.Sc, Prof. UW	jacekj@biogeo.uw.edu.pl, jacek.jemielity@uw.edu.pl; http://www.jemielitygroup.pl/	chemical biology; bioorganic chemistry; Chemistry, biochemistry and biophysics of nucleotides and nucleic acids; Chemical synthesis of nucleotides and oligonuclides; Studies on interactions of nucleotides with proteins;				
	Centre of New Technologies	dr hab. Dariusz Plewczynski, PhD, prof. UW	e-mail: d.plewczynski@cent.uw.edu.pl http://nucleus3d.cent.uw.edu.pl	Bioinformatics and computational genomics				
	Centre of New Technologies	prof. Piotr Węgleński	wegle@adm.uw.edu.pl	Genetics, paleogenetics				
	Centre of New Technologies	Liliana Dobrzańska, PhD	lianger@cent.uw.edu.pl	Crystal Engineering applied to coordination compounds or organic molecules, with emphasis on porous materials (including their synthesis and characterization) and single-				
	Centre of New Technologies	dr hab. Dorota A. Pawlak	dorota.anna.pawlak@gmail.com	Nanoplasmonics, metamaterials, novel photonic materials, crystal growth, novel manufacturing materials technologies, s-SNOM				
\exists	Faculty of Applied Linguistics	dr Agnieszka Biernacka	a.biernacka@uw.edu.pl	court interpreting, community interpreting, conference interpreting				
	Faculty of Chemistry	Prof. dr hab. Agata Michalska	agatam@chem.uw.edu.pl	Synthesis and application of nanomaterials for electrochemical and/or optical sensors Lipophilic polymers, conducting polymers nanostructures – synthesis, characterization and modification of their properties; carbon nanomaterials, composites. Electrochemical sensors potentiometric and voltammetric, fluorimetric and colorimetric sensors. Tailoring of sensors analytical parameters, improving sensors construction.				
	Faculty of Chemistry	PhD Kamil Polok	polok@chem.uw.edu.pl	Femtosecond Optical Kerr Effect Spectroscopy, Molecular Dynamics Simulations, Rotational Coherence in the Gas Phase, Optical Phonons in Crystals, Ultrafast Spectroscopy of Nanoparticles				
	Faculty of Chemistry	Prof. dr hab. Magdalena Skompska	mskomps@chem.uw.edu.pl	Photocatalysis and photoelectrocatalysis with the use of nanostructural composite materials (ZnO/TiO2, inorganic perovskites and Au-decorated semiconductors). Hybrid (organic-inorganic) systems for catalysis, electrocatalysis and solar cells.				
T								

Communication campaign – partially implemented

Visibility of HR Excellence in research award

- University website/ departments' websites, headed papers, e-mails
- University newsletter
- University monthly special edition
- Social media
- Meetings with researchers
- Get inspired in Warsaw campaign presentation of foreign researchers scientific profiles, interest and work to the wider University community: http://en.uw.edu.pl/get-inspired-in-warsaw/



Thank you for your attention!

Diana Pustula, MA, LL.M.

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University of Warsaw, Poland
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