



**UL STRATEGY IN THE FIELD OF HUMAN RESOURCES  
FOR RESEARCHERS  
AND TEACHING STAFF  
2024-2026  
WITH ACTION PLAN**

Adopted by the UL Senate at its December 2023 session.

RECTOR

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The Action Plan of the UL Strategy in the Field of Human Resources for Researchers and Teaching Staff 2024-2026 has been drawn up on the basis of the general principles applying to researchers, and adopted by the European Commission in the form of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. The Action Plan is based on the findings of the evaluation report produced in the course of the evaluation by the European Commission in 2022, and on the self-evaluation and the survey of researchers conducted in 2023.

## I. ETHICAL AND PROFESSIONAL ASPECTS

### 1. Research freedom

*Researchers should focus their research for the good of mankind and for expanding the frontiers of scientific knowledge, while enjoying the freedom of thought and expression, and the freedom to identify methods by which problems are solved, according to recognised ethical principles and practices. Researchers should, however, recognise the limitations to this freedom that could arise as a result of particular research circumstances (including supervision/guidance/management) or operational constraints, e.g. for budgetary or infrastructural reasons or, especially in the industrial sector, for reasons of intellectual property protection. Such limitations should not, however, contravene recognised ethical principles and practices, to which researchers have to adhere. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey of researchers showed that:

- the quantitative method of evaluating research work does not encourage responsible science;
- researchers at the beginning of their careers are too dependent on established researchers and team leaders;
- research freedom is limited by the funding available.

### Objectives for 2024-2026

#### 1.1. To evaluate research programmes qualitatively as well as quantitatively

DEADLINE: Second quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Research, Committee for Research

INDICATOR: Qualitative evaluation methodology

#### 1.2. To enable researchers who are at the beginning of their careers to obtain start-up funds and therefore embark on an independent career path



DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Research, Committee for Research

INDICATOR: Results of the public call for development funding

## 2. Ethical principles

*Researchers should adhere to the recognised ethical practices and fundamental ethical principles appropriate to their discipline(s) as well as to ethical standards as documented in the different national, sectoral or institutional Codes of Ethics. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

We have, over the years, devoted a great deal of attention to efforts to strengthen awareness of the importance of ethical conduct in research, and adherence to ethical aspects/integrity in research, habilitation and promotion. To this end we have adopted new Rules that define the bases of research integrity and the procedure for dealing with breaches. We have also organised training on dealing with the ethical aspects of research involving work with people. Guidelines on ethical conduct in academic publishing are being drawn up for researchers who are just beginning their careers.

Self-evaluation has shown that the level of awareness and knowledge of the code of ethics remains low, with researchers having insufficient specialist support, particularly in the drafting of applications for ethical evaluation. It is also clear that ethical conduct principles are still being breached by researchers, mainly when it comes to the mutual exchange of knowledge, and the measures currently in place do not resolve these issues to an adequate extent.

### Objectives for 2024-2026

- 2.1. To introduce compulsory annual discussions in which supervisors and young researchers talk about ethical and integrity aspects

DEADLINE: Fourth quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Ethical Issues Committee, HR Service



INDICATOR: Methodological questionnaire for leading discussions, first pilot annual discussions

2.2. To introduce qualitative criteria for elections to academic titles, with one of the criteria being an evaluation of ethics and integrity

DEADLINE: Fourth quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Habilitation Committee, HR Service

INDICATOR: Updated criteria adopted

2.3. Guidelines regarding predatory and potentially predatory publishing practices adopted at UL level.

DEADLINE: Third quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Habilitation Committee, University Office for Open Access and Library Activities

INDICATOR: Guidelines adopted

2.4. To establish regular autumn training sessions for researchers just beginning their careers on issues of ethics and integrity

DEADLINE: Third quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Research, competent committees

INDICATOR: One set of training sessions per year

2.5. To educate researchers on the options for reporting breaches of research integrity with regular annual education and training sessions

DEADLINE: First quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research, competent committees



INDICATOR: One set of training sessions per year

2.6. To recruit an expert in research integrity for the University Office for Research

DEADLINE: Third quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research

INDICATOR: Expert

recruited

### 3. Professional responsibility

*Researchers should make every effort to ensure that their research is relevant to society and does not duplicate research previously carried out elsewhere. They must avoid plagiarism of any kind and abide by the principle of intellectual property and joint data ownership in the case of research carried out in collaboration with a supervisor(s) and/or other researchers. The need to validate new observations by showing that experiments are reproducible should not be interpreted as plagiarism, provided that the data to be confirmed are explicitly quoted. Researchers should ensure, if any aspect of their work is delegated, that the person to whom it is delegated has the competence to carry it out. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the previous period we worked towards raising researchers' awareness of the importance of involving wider society in research. An online seminar on involving social stakeholders in research projects was therefore held. Self-evaluation shows that there is still insufficient awareness of this among researchers.

The EUTOPIA alliance of universities prepared the EUTOPIA Citizen Science Starter Kit. UL researchers have been able to attend EUTOPIA citizen science clinics in previous years.

In the survey, researchers stressed that the university should make it compulsory for social and economic impact to be a central plank of researchers' work. This criterion should be included in the habilitation pillar as well as the evaluation of research programmes.

Researchers want the university to check the originality of the work of its researchers, teachers and artists.



## Objectives for 2024-2026

- 3.1. To introduce digital tools for checking similarities in the fields of visual practices, pictorial material, music, presentational practices, design and architecture for creators employed at the UL

Prior to planning implementation in the next strategy and action plan for the development of researchers' careers, checks should be made to ascertain which (paid) tools are available for this purpose (internationally) and, at least provisionally, plan who considers the results of the checks and where.

Adequate funding will then be planned for implementation, followed by a public procurement contract for the tool, and the regular performance of checks using the tool. Consideration will also have to be given to whether rules on such checks, including the consequences of any plagiarism found, should be adopted.

DEADLINE: Fourth quarter 2026

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Tool and system for checking details in the field of the arts established

- 3.2. Habilitation criteria and qualitative evaluation of research programmes should also contain the criterion of social impact

DEADLINE: Fourth quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Habilitation Committee, Committee for Research

INDICATOR: Methodology for evaluating research programmes, additions made to the habilitation criteria

## 4. Professional attitude

*Researchers should be familiar with the strategic goals governing their research environment and funding mechanisms, and should seek all necessary approvals before starting their research or accessing the resources provided. They should inform their employers, funders or supervisor when their research project is delayed, redefined or completed, or give notice if it is to be terminated earlier or suspended for whatever reason. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the survey, researchers point out that they are overburdened: on the one hand, they are subject to additional requirements for reporting and for providing documents and





supporting evidence; on the other, project offices suffer from a lack of staff able to assist researchers and relieve them of some of the administrative burden. This would therefore free up researchers to focus on strategic objectives and on identifying possible sources of funding.

## **Objectives for 2024-2026**

- 4.1. To increase the involvement of specialist services in applications for all types of project, particularly within international and European Union calls

DEADLINE: Fourth quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Research

INDICATOR: Regular meetings of specialist services and the exchange of good practices

- 4.2. To secure separate dedicated funding for further recruitment at project offices

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Research

INDICATOR: Criteria for allocating ISF resources

- 4.3. To organise an information day for all researchers on the options of having research work financed by internal UL funds

DEADLINE: Third quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Research

INDICATOR: Event organised



## 5. Contractual and legal obligations

*Researchers at all levels must be familiar with the national, sectoral or institutional regulations governing training and/or working conditions. This includes Intellectual Property Rights regulations, and the requirements and conditions of any sponsor or funders, independently of the nature of their contract. Researchers should adhere to such regulations by delivering the required results (e.g. thesis, publications, patents, reports, new products development, etc) as set out in the terms and conditions of the contract or equivalent document. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

UL has established adequate formal legal bases. There is a lack of knowledge of these acts and of labour law in this area in general. Problems could be seen in the previous period regarding the provision of stable funding for the protection of intellectual property and patents.

### Objectives for 2024-2026

- 5.1. To incorporate provisions on the protection of intellectual property into employment contracts

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University HR Service

INDICATOR: New contracts drafted

- 5.2. To design an internal communications campaign to promote the patent fund

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office

INDICATOR: 10% increase in the number of applications filed in comparison with the previous year.

- 5.3. To design an internal communications campaign to raise awareness of the assistance that the Knowledge Transfer Office is able to provide in reviewing and drafting contracts from the point of view of intellectual property

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office

INDICATOR: Increase in the number of contracts reviewed by the Knowledge Transfer Office



## 6. Accountability

*Researchers need to be aware that they are accountable towards their employers, funders or other related public or private bodies as well as, on more ethical grounds, towards society as a whole. In particular, researchers funded by public funds are also accountable for the efficient use of taxpayers' money. Consequently, they should adhere to the principles of sound, transparent and efficient financial management and cooperate with any authorised audits of their research, whether undertaken by their employers/funders or by ethics committees. Methods of collection and analysis, the outputs and, where applicable, details of the data should be open to internal and external scrutiny, whenever necessary and as requested by the appropriate authorities. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In 2023 we completed the project to introduce a new business information system, which ensures orderly business processes with an in-built system of internal controls, thereby reducing the risk of non-transparent use of taxpayers' money, ensures uniform operations across all member faculties and provides an overview of the financial status of research projects. The system needs to be further upgraded with a reporting module.

In the surveys, the researchers highlight the fact that, because of funders' demands, project management is becoming so complex that it acts as a demotivating factor and means that assuming responsibility is risky. Researchers point out that there is still considerable diversity of practice among the member faculties.

### Objectives for 2024-2026

- 6.1. To ensure that clear business rules and instructions are in place for coordinated operation across all member faculties

DEADLINE: Permanent task

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research

INDICATOR: Updated instructions and business rules

- 6.2. Regular education and training for young researchers on business processes and project management

DEADLINE: Permanent task

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research

INDICATOR: Number of education and training sessions



6.3. To set up an adequate salary system and a system for evaluating the work of heads of large-scale research projects

DEADLINE: Second quarter

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University HR Service

INDICATOR: Rules on double pay, active participation in the new salary system

## 7. Good practice in research

*Researchers should at all times adopt safe working practices, in line with national legislation, including taking the necessary precautions for health and safety and for recovery from information technology disasters, e.g. by preparing proper back-up strategies. They should also be familiar with the current national legal requirements regarding data protection and confidentiality protection requirements, and undertake the necessary steps to fulfil them at all times. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The legislation imposes an obligation on employers to take responsibility for occupational health and safety. UL provides occupational health and safety for all employees, with member faculties focusing on issues specific to their area of work. The university has also put in place education and training in the field of personal data protection. Nevertheless, the survey reveals that researchers believe that there is too little education and training in this area. They also highlight the fact that they do not have a systemically regulated repository for the safe storage of research data.

### Objectives for 2024-2026

7.1. Regular education and training in occupational health and safety and personal data protection

DEADLINE: Permanent task

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Management of member faculties, UL Personal Data Protection Officer

INDICATOR: Number of training sessions



## 8. Dissemination, exploitation of results

*All researchers should ensure, in compliance with their contractual arrangements, that the results of their research are disseminated and exploited, e.g. communicated, transferred into other research settings or, if appropriate, commercialised. Senior researchers, in particular, are expected to take a lead in ensuring that research is fruitful and that results are either exploited commercially or made accessible to the public (or both) whenever the opportunity arises. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the previous period we carried out a large number of activities; these will be continued in the next period of implementation of the Action Plan.

We had not drafted any other UL rules on open science by the end of 2022. These rules must comply with national provisions and the European research sector, and the national Decree on the performance of academic research work in accordance with open science principles was not adopted by the government until 2023. We are planning to align UL operations, including the legal bases and instructions, to open science principles within the Recovery and Resilience Plan project under the title Support for the Introduction of Open Science Principles in Slovenia (SPOZNAJ 2023–2026).

The UL Repository (RUL) is fully operational in all aspects, and librarians at all UL member faculties have usernames for the storage of items at the RUL. We will propose that researchers also order the storage of publications at the RUL when requesting that a UL member faculty library create records for a bibliography in the COBISS system.

A series of events were held on the handling of research data for doctoral students, their supervisors, doctoral study programme administrators and other researchers. Recordings of the events are published on the UL website. [https://www.uni-lj.si/doktorska\\_sola/raziskovalni\\_podatki/](https://www.uni-lj.si/doktorska_sola/raziskovalni_podatki/). On 25 January 2022 the UL Doctoral Studies Committee also adopted guidelines for the preparation of a research data handling scheme and a form for doctoral students. The Doctoral School also compiled and published on the website the most frequently asked basic questions and answers in connection with the preparation of the research data handling scheme for doctoral studies and the storage of research data.

The establishment of support for the handling of research data (network of data managers with a coordinator at the Rector's Office, other support staff) is planned. We will provide training for researchers and support staff in the handling of research data. Research data can be saved on the UL Repository (RUL) server or via the RUL on the Vega supercomputer. Two new repositories for research data are also planned in the future, to be established by ARNES within the scope of the Recovery and Resilience Plan.

The Knowledge Transfer Office has identified researchers (the list currently stands at 25) with experience in knowledge transfer. We have invited them to become "Knowledge Transfer Ambassadors". Their task will be to provide initial information/their experiences of knowledge transfer (whether cooperation with industry or the benefits of protecting intellectual property or the establishment of spin-out companies), and then refer research colleagues, doctoral students and perhaps even students to the Knowledge Transfer Office



for further information. We will publish the list of Knowledge Transfer Ambassadors in September 2023 on the Knowledge Transfer Office/UL website.

In the survey, researchers highlight the problem of accessing vouchers for publications in open access, the high costs of publishing articles in open access journals, and too little education and training and too few opportunities for disseminating results to the wider public. Data handling requires a great deal of time and financial resources.

## Objectives for 2024-2026

- 8.1. A larger number of APC vouchers in Slovenian agreements with international publishers and therefore also for the UL as a whole

DEADLINE: Continuously

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Library Activities

INDICATOR: The number of APC vouchers for the UL in agreements with publishers for consortiums managed by the CTK and NUK (WHEN THE INDICATOR WILL BE ACHIEVED NEEDS TO BE SPECIFIED)

- 8.2. When requesting that a UL member faculty library create records for a bibliography in the COBISS system, researchers also order the storage of publications at the RUL

DEADLINE: Continuously

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Library Activities

INDICATOR: Number of RUL records with typology and 2

- 8.3. Handling of research data: establishment of support for the handling of research data (network of data managers and a coordinator at the Rector's Office, other support staff); training of researchers and support staff in the handling of research data; storage of research data on the UL Repository (RUL) server or via the RUL on the Vega supercomputer or in the planned new repository for research data that ARNES will establish within the scope of the Recovery and Resilience Plan

DEADLINE: Continuously

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Library Activities



INDICATOR: Support established for the handling of research data, number of education and training sessions held, number of research data sets stored (WHAT NUMBER WILL SIGNAL THAT THE INDICATOR HAS BEEN ACHIEVED?)

8.4. To draft rules on the establishment of spin-out companies to encourage the exploitation of research results through the establishment of spin-out companies

DEADLINE: Fourth quarter 2024 MEASURE CARRIED OVER FROM THE PREVIOUS PERIOD, NEW DEADLINE REQUIRED

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office, in cooperation with the UL Management and member faculties

INDICATOR: Rules on establishing spin-out companies at the UL.

## 9. Public engagement

*Researchers should ensure that their research activities are made known to society at large in such a way that they can be understood by non-specialists, thereby improving the public's understanding of science. Direct engagement with the public will help researchers to better understand public interest in priorities for science and technology and also the public's concerns. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the previous period we organised the Research Conference on Science Communication, which garnered a considerable amount of attention, and held several exhibitions of research achievements that were open to the wider public. Through the donation made by Professor Uroš Seljak, we are awarding prizes for the best academic papers to young first- and second-cycle students, and have also introduced the Ana Mayer Kansky prize for the best doctorate. These awards are aimed at encouraging young students to take an academic research approach to their studies during all three cycles.

In the survey, researchers have indicated that we are still lagging behind other institutions when it comes to promoting achievements, researchers do not have adequate support in this area, and the promotion and popularisation of science is featured too infrequently in the promotion and habilitation criteria.

### Objectives for 2024-2026

9.1. To organise conferences on this topic at least every two years



DEADLINE: Fourth quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: PR Department and the University Office for Research

INDICATOR: Conference

#### 9.2. To employ a person to promote science

DEADLINE: Second quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: New recruitment

#### 9.3. Consideration of the social role of research and researchers when evaluating the performance of research programmes and in habilitation criteria

DEADLINE: Fourth quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Habilitation Committee, Committee for Research

INDICATOR: Habilitation criteria and methodology for evaluating research performance overhauled

## 10. Non-discrimination

*Employers and/or funders of researchers will not discriminate against researchers in any way on the basis of gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic condition. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

Researchers highlighted the following in the survey: a discriminatory attitude of group leaders towards younger researchers, workplaces and working methods not adapted to the needs of people with disabilities, gap between the formal principles of gender equality and reality.





## Objectives for 2024-2026

- 10.1. To ensure ongoing communication among member faculties about the meaning of an inclusive and non-discriminatory academic environment with the transfer and exchange of good practices - preparation of an EQUALITY AND DIVERSITY booklet for management staff

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Student Affairs and Alumni Office, UL HR Service

INDICATOR: Booklet and presentational event

## 11. Evaluation/appraisal systems

*Employers and/or funders should introduce for all researchers, including senior researchers, evaluation/appraisal systems for assessing their professional performance on a regular basis and in a transparent manner by an independent (and, in the case of senior researchers, preferably international) committee. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey showed that researchers are missing a qualitative evaluation of their research and teaching work, and believe that the work of older researchers who have obtained the most senior academic titles should also be evaluated. They also believe that there is too little emphasis placed on the qualitative assessment of teaching work, that there is a need for independent evaluation of work by external, internationally recognised experts, and that greater account should be taken of the differences between natural/technical sciences and humanities/social sciences.

## Objectives for 2024-2026

- 11.1. Change to habilitation procedures with an emphasis on qualitative evaluation

DEADLINE: Fourth quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Habilitation Committee



INDICATOR: Presentation of proposed new qualitative criteria

- 11.2. Evaluation of research work by qualitative criteria for ensuring the stable funding of research programmes, with the inclusion of external independent assessors

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Research, Committee for Research

INDICATOR: Implementation of initial evaluations



## II. RECRUITMENT

### 12. Recruitment

*Employers and/or funders should establish recruitment procedures which are open, efficient, transparent, supportive and internationally comparable, as well as tailored to the type of positions advertised. Advertisements should give a broad description of knowledge and competencies required, and should not be so specialised as to discourage suitable applicants. Employers should include a description of the working conditions and entitlements, including career development prospects. Moreover, the time allowed between the advertisement of the vacancy or the call for applications and the deadline for reply should be realistic. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey showed that some researchers still believe that advertisements for posts are non-transparent and that recruitment processes are not carried out independently. The biggest issues they perceive are with the employment of researchers from abroad (procedures too protracted and complicated).

#### Objectives for 2024-2026

- 12.1. Introduction of e-recruitment module (objective carried over from the previous period)

DEADLINE: Fourth quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, HR Service

INDICATOR: SAP e-recruitment tool introduced throughout the UL enabling systematic monitoring of the quality of OTMR procedures and practices (including for external candidates).

- 12.2. To establish permanent contacts with administrative units in connection with the employment of foreign researchers, and to keep HR services abreast of procedures for employing foreign researchers

DEADLINE: Permanent task

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service

INDICATOR: Number of foreign researchers employed



### 13. Selection (Code)

*Selection committees should bring together diverse expertise and competences and should have an adequate gender balance and, where appropriate and feasible, include members from different sectors (public and private) and disciplines, including from other countries and with relevant experience to assess the candidate. Whenever possible, a wide range of selection practices should be used, such as external expert assessment and face-to-face interviews. Members of selection panels should be adequately trained. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey indicates that researchers regard the biggest problem as being the small size of the Slovenian academic sphere and the fact that it is difficult to ensure that the selection procedure is of sufficiently high quality.

#### Objectives for 2024-2026

- 13.1. To overhaul the employment selection procedure so that it ensures an independent selection procedure and incorporate it into the Instructions On Implementing Human Resource Procedures for Higher Education Teachers, Researchers and Associates - and the monitoring of the flow of the best talent to the UL

DEADLINE: Fourth quarter 2024 (for the Instructions), fourth quarter 2025 (for monitoring changes in employment)

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, HR Service

INDICATOR: Selection procedure overhauled

- 13.2. To organise online training for the implementation of selection procedures for members of selection committees (carried over from the previous period)

DEADLINE: First quarter 2025 (start of implementation)

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service

INDICATOR: Number of training sessions held



- 13.3. To ensure independent selection panels, and ensure that conflicts of interest are strictly avoided

DEADLINE: First quarter 2025 (start of implementation)

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service

INDICATOR: Number of training sessions held

## 14. Transparency (Code)

*Candidates should be informed, prior to the selection, about the recruitment process and the selection criteria, the number of available positions and the career development prospects. They should also be informed after the selection process about the strengths and weaknesses of their applications. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the survey the researchers highlighted the fact that advertisements for vacancies/recruitment procedures do not clearly or sufficiently explain the career development prospects.

### Objectives for 2024-2026

- 14.1. To establish standard wording for advertisements for new positions by category of position, with a brief indication of the prospects of promotion.

DEADLINE: First quarter 2025 (start of implementation)

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service

INDICATOR: Proposed wording (coordinated with member faculties)

## 15. Judging merit (Code)

*The selection process should take into consideration the whole range of experience of the candidates. While focusing on their overall potential as researchers, their creativity and level of independence should also be considered. This means that merit should be judged qualitatively as*



*well as quantitatively, focusing on outstanding results within a diversified career path and not only on the number of publications. Consequently, the importance of bibliometric indices should be properly balanced within a wider range of evaluation criteria, such as teaching, supervision, teamwork, knowledge transfer, management of research and innovation and public awareness activities. For candidates from an industrial background, particular attention should be paid to any contributions to patents, development or inventions. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the survey researchers highlighted the fact that in some cases procedures were still not being conducted independently and impartially, that quantitative indicators and biography were still taking precedence over other skills and competences, and that legal restrictions remained regarding employment conditions (e.g. habilitation required in advance, knowledge of the Slovenian language, etc.).

## Objectives for 2024-2026

15.1. To establish professionally managed selection procedures

DEADLINE: First quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service

INDICATOR: Methodology established

## 16. Variations in the chronological order of CVs (Code)\*

*Career breaks or variations in the chronological order of CVs should not be penalised, but regarded as an evolution of a career, and consequently, as a potentially valuable contribution to the professional development of researchers towards a multidimensional career track. Candidates should therefore be allowed to submit evidence-based CVs, reflecting a representative array of achievements and qualifications appropriate to the post for which application is being made. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

## Objectives for 2024-2026

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## 17. Recognition of mobility experience (Code)

*Any mobility experience, e.g. a stay in another country/region or in another research setting (public or private) or a change from one discipline or sector to another, whether as part of the initial research training or at a later stage of the research career, or virtual mobility experience, should be considered as a valuable contribution to the professional development of a researcher. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey showed that habilitation criteria did not include inter-sectoral or virtual mobility; that guest work abroad was merely a requirement of the criteria and there were no discussions after a researcher's return aimed at identifying the added value of the work; and that experience from industry and other parts of society were not valued.

### Objectives for 2024-2026

- 17.1. To include other, non-academic parts of society in the qualitative criteria

DEADLINE: Fourth quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Habilitation Committee

INDICATOR: Presentation of proposed new qualitative criteria

## 18. Recognition of qualifications (Code)\*

*Employers and/or funders should provide for appropriate assessment and evaluation of the academic and professional qualifications, including nonformal qualifications, of all researchers, in particular within the context of international and professional mobility. They should inform themselves and gain a full understanding of rules, procedures and standards governing the recognition of such qualifications and, consequently, explore existing national law, conventions and specific rules on the recognition of these qualifications through all available channels. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

### Objectives for 2024-2026

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## 19. Seniority (Code)\*

*The levels of qualifications required should be in line with the needs of the position and not be set as a barrier to entry. Recognition and evaluation of qualifications should focus on judging the achievements of the person rather than his/her circumstances or the reputation of the institution where the qualifications were gained. As professional qualifications may be gained at an early stage of a long career, the pattern of lifelong professional development should also be recognised. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

### Objectives for 2024-2026

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## 20. Postdoctoral appointments (Code)\*

*Clear rules and explicit guidelines for the recruitment and appointment of postdoctoral researchers, including the maximum duration and the objectives of such appointments, should be established by the institutions appointing postdoctoral researchers. Such guidelines should take into account time spent in prior postdoctoral appointments at other institutions and take into consideration that the postdoctoral status should be transitional, with the primary purpose of providing additional professional development opportunities for a research career in the context of longterm career prospects. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The self-evaluation survey showed that the university does not have systemic solutions and stable sources of funding for post-doctoral researchers.

### Objectives for 2024-2026

#### 20.1. Participation in the EUTOPIA SIF project.

DEADLINE: Fourth quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service

INDICATOR: Number of post-doctoral grants





20.2. To study the option of funding post-doctoral researchers from stable ARIS funds

DEADLINE: Fourth quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Preparation of a proposal



### III. WORKING CONDITIONS AND SOCIAL SECURITY

#### 21. Recognition of the profession

*All researchers engaged in a research career should be recognised as professionals and be treated accordingly. This should commence at the beginning of their careers, namely at postgraduate level, and should include all levels, regardless of their classification at national level (e.g. employee, postgraduate student, doctoral candidate, postdoctoral fellow, civil servants). (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The self-evaluation survey showed deficiencies in the salary system, as the posts of higher-education teacher and researcher are separate.

#### Objectives for 2024-2026

- 21.1. Participation in changes to pay legislation and a commitment to make the two posts equal

DEADLINE: In line with the progress of negotiations on the new pay legislation

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Legislation amended

#### 22. Research environment

*Employers and/or funders of researchers should ensure that the most stimulating research or research training environment is created which offers appropriate equipment, facilities and opportunities, including for remote collaboration over research networks, and that the national or sectoral regulations concerning health and safety in research are observed. Funders should ensure that adequate resources are provided in support of the agreed work programme. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the survey, researchers highlighted cases of inadequate premises and outdated equipment.



## Objectives for 2024-2026

- 22.1. Implementation of construction projects for the Veterinary Faculty, Faculty of Medicine, Faculty of Pharmacy, Faculty of Mechanical Engineering and Academy of Fine Arts and Design

DEADLINE: As per the investment documentation

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Investment Office

INDICATOR: Completed or commenced construction processes

## 23. Working conditions

*Employers and/or funders should ensure that the working conditions for researchers, including for disabled researchers, provide where appropriate the flexibility deemed essential for successful research performance in accordance with existing national legislation and with national or sectoral collective-bargaining agreements. They should aim to provide working conditions which allow both women and men researchers to combine family and work, children and career. Particular attention should be paid, inter alia, to flexible working hours, part-time working, tele-working and sabbatical leave, as well as to the necessary financial and administrative provisions governing such arrangements. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey indicates that researchers perceive funding, restrictions on the work of people with disabilities and restrictions in the recording of working time to be the biggest obstacles to sabbatical leave.

## Objectives for 2024-2026

- 23.1. Enabling work from home and adjusting the recording of working time

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Instructions on the recording of working time

- 23.2. We will argue for additional funds for sabbatical leave in the amendments to the Higher Education Act (ZVIS).



DEADLINE: 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Amended ZVIS

- 23.3. Gradual adjustment of working conditions to the needs of people with disabilities.

DEADLINE: Permanent task

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Amended ZVIS

## 24. Stability and permanence of employment

*Employers and/or funders should ensure that the performance of researchers is not undermined by instability of employment contracts, and should therefore commit themselves as far as possible to improving the stability of employment conditions for researchers, thus implementing and abiding by the principles and terms laid down in the EU Directive on Fixed-Term Work. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

Researchers have highlighted the problem of young people who do not have assurances of permanent employment.

### Objectives for 2024-2026

- 24.1. Provision of funds for start-up projects to young researchers, thereby enabling them to acquire projects and establish themselves for the longer term

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Number of start-up projects funded

- 24.2. Establishment of a bridging fund for the financing of surplus staff if researchers are in the position of not yet having confirmed and awarded projects



DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: Volume of resources from bridging funds

## 25. Funding and salaries

*Employers and/or funders of researchers should ensure that researchers enjoy fair and attractive conditions of funding and/or salaries with adequate and equitable social security provisions (including sickness and parental benefits, pension rights and unemployment benefits) in accordance with existing national legislation and with national or sectoral collective bargaining agreements. This must include researchers at all career stages including early-stage researchers, commensurate with their legal status, performance and level of qualifications and/or responsibilities. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey responses highlight the problems faced by young researchers in particular at the start of their careers. Salaries are uncompetitive and constitute negative selection for candidates, particularly in the technical and natural sciences, where the demand for such staff is high in the real sector as well.

### Objectives for 2024-2026

- 25.1. Via the Rectors' Conference, UL Management is actively preparing proposals for the new pay legislation and engaged in discussions.

DEADLINE: In line with the deadlines for the government negotiations

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management

INDICATOR: New salary system

## 26. Gender balance

*Employers and/or funders should aim for a representative gender balance at all levels of staff, including at supervisory and managerial level. This should be achieved on the basis of an equal opportunity policy at recruitment and at the subsequent career stages without, however, taking*



*precedence over quality and competence criteria. To ensure equal treatment, selection and evaluation committees should have an adequate gender balance. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The formal framework was established in the previous period with the Gender Equality Plan.

## Objectives for 2024-2026

### 26.1. Monitoring of progress being made in the implementation of the Gender Equality Plan

DEADLINE: Permanent task

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Gender equality working group

INDICATOR: Action Plan updated on the basis of evaluation of the implementation of the Gender Equality Plan

## 27. Career development

*Employers and/or funders of researchers should draw up, preferably within the framework of their human resources management, a specific career development strategy for researchers at all stages of their career, regardless of their contractual situation, including for researchers on fixed-term contracts. It should include the availability of mentors involved in providing support and guidance for the personal and professional development of researchers, thus motivating them and contributing to reducing any insecurity in their professional future. All researchers should be made familiar with such provisions and arrangements. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the survey the researchers highlighted deficiencies in supervision and proposed closer cooperation between supervisors and younger researchers.

## Objectives for 2024-2026

### 27.1. Introduction of annual discussions between mentors and young researchers, with an emphasis on career development and the monitoring of career development



DEADLINE: Fourth quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University HR Service

INDICATOR: Methodology drawn up for the conducting of annual discussions

- 27.2. Together with the EURAXESS support network, to provide training for supervisors and research team leaders in supporting researchers' career development, leadership and human resource management in accordance with financial possibilities (measure carried over from the previous period)

DEADLINE: Continuously

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service, in cooperation with other specialist services

INDICATOR: Options for the training of supervisors via the EURAXESS network.

- 27.3. To prepare a methodology for assessing supervisors in doctoral studies along the lines of the first- and second-cycle student assessments of higher education teachers

DEADLINE: Third quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Quality and Strategic Management Support, University Office for Doctoral Study

INDICATOR: Surveys compiled

## 28. Intellectual property rights

*Employers and/or funders should ensure that researchers at all career stages reap the benefits of the exploitation (if any) of their R&D results through legal protection and, in particular, through appropriate protection of Intellectual Property Rights, including copyrights. Policies and practices should specify what rights belong to researchers and/or, where applicable, to their employers or other parties, including external commercial or industrial organisations, as possibly provided for under specific collaboration agreements or other types of agreement. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*



In the survey, researchers highlighted the issue of protecting copyrights, a lack of knowledge of the area and the complexity of the area, as well as the lack of stable funding for patent protection.

## Objectives for 2024-2026

- 28.1. To establish a fund for patent applications and provide financial support

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Knowledge Transfer Office

INDICATOR: Criteria for allocating RSF resources

- 28.2. Preparation of copyright protection guidelines.

DEADLINE: Fourth quarter 2026

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management,

INDICATOR: Guidelines adopted

- 28.3. To prepare a MOOC for training in the field of intellectual property, incorporated into Digital UL

DEADLINE: Fourth quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office, aided by Digital UL

INDICATOR: MOOC developed and published, increase in the number of views

## 29. Co-authorship

*Co-authorship should be viewed positively by institutions when evaluating staff, as evidence of a constructive approach to the conduct of research. Employers and/or funders should therefore*





*develop strategies, practices and procedures to provide researchers, including those at the beginning of their research careers, with the necessary framework conditions so that they can enjoy the right to be recognised and listed and/or quoted, in the context of their actual contributions, as co-authors of papers, patents, etc, or to publish their own research results independently from their supervisor(s). (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

In the survey, researchers highlighted the problem of the current method of including co-authorship in the points-based assessment system. Co-authorship is currently not properly rewarded, as the number of points is divided by the number of authors. On the other hand, no checks are made to ensure that authors who did not actually take part in producing the paper are not listed. There is also a problem with researchers not stating their UL affiliation.

## Objectives for 2024-2026

- 29.1. To incorporate an additional provision on the compulsory stating of UL affiliation into employment contracts.

DEADLINE: First quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University HR Service

INDICATOR: Sample updated employment contract drafted

## 30. Complaints/appeals

*Employers and/or funders of researchers should establish, in compliance with national rules and regulations, appropriate procedures, possibly in the form of an impartial (ombudsman-type) person to deal with complaints/ appeals of researchers, including those concerning conflicts between supervisor(s) and early-stage researchers. Such procedures should provide all research staff with confidential and informal assistance in resolving work-related conflicts, disputes and grievances, with the aim of promoting fair and equitable treatment within the institution and improving the overall quality of the working environment. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey showed that researchers generally know very little about the procedures open to them, and those that do know believe that the procedures take too long.



## Objectives for 2024-2026

- 30.1. To include this content in training for young researchers at the beginning of their careers

DEADLINE: Third quarter 2024 - Start of permanent task

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University HR Service, University Office for Research

INDICATOR: Training carried out

## 31. Participation in decision-making bodies

*Employers and/or funders of researchers should recognise it as wholly legitimate, and indeed desirable, that researchers be represented in the relevant information, consultation and decision-making bodies of the institutions for which they work, so as to protect and promote their individual and collective interests as professionals and to actively contribute to the workings of the institution. (Source: European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers)*

The survey highlights the fact that many management rights are tied to the position of higher-education teacher. There is also the problem that researchers are often only partly employed by the university, or employed on fixed-term contracts, and unable to assume functions.

## Objectives for 2024-2026

- 31.1. To overhaul the rules on elections to the Administrative Board to enable researchers to be represented under certain conditions.

DEADLINE: Second quarter 2024

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Legal Affairs

INDICATOR: Rules adopted

- 31.2. Equalisation of rights/status of higher education teachers and researchers



DEADLINE: First quarter 2025

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Legal Affairs

INDICATOR: Necessary amendments to acts adopted