



**UL STRATEGY IN THE FIELD OF HUMAN RESOURCES  
FOR RESEARCHERS  
AND TEACHING STAFF  
2021-2023 SELF-EVALUATION**

Adopted by the UL Senate at its December session.

Rector

Professor Gregor Majdič



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## I. ETHICAL AND PROFESSIONAL ASPECTS

### 1. Research freedom<sup>1\*</sup>

**Objective 1:** To establish a central system for providing regular information to the academic and wider public on research topics and academic research achievements

1.1. Establishment of an online platform (*Raziskovalne novice*, Research News) for the publication of non-academic short articles on research being conducted at the UL

DEADLINE: Fourth quarter 2021 and continuously thereafter

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

INDICATOR: Platform established and research news published

#### 1.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

The online Research News platform has been established in the Slovenian and English languages: SLO: [https://www.uni-lj.si/raziskovalno\\_in\\_razvojno\\_delo/raziskovalne\\_novice/](https://www.uni-lj.si/raziskovalno_in_razvojno_delo/raziskovalne_novice/) ENG: [https://www.uni-lj.si/research\\_and\\_development/research\\_news/](https://www.uni-lj.si/research_and_development/research_news/). News is also classified according to the sustainable development objectives to which the research in question contributes, and whether the research is interdisciplinary. Individual exceptional achievements by researchers, particularly recipients of ERC and MSCA projects, are highlighted. Since the platform was created, the number of visitors has grown to 25,102 (2022 figure). In that year, the highest numbers of readers accessed Research News from Slovenia, followed by the USA, Italy, Germany, India, Turkey and France.

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<sup>1</sup> \* If no measure has been proposed by the UL in relation to a specific principle, this is because measures are already under way, are already being carried out as part of regular activities or are included under another point. The purpose of the measures proposed for the 2021-2023 period is to highlight those where the UL has committed itself to carrying out certain activities in response to gaps identified.



## 2. Ethical principles

**Objective 2:** To strengthen adherence to ethical aspects/integrity in research, habilitation and promotion

We have, over the years, devoted a great deal of attention on 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.

### 2.1. To establish a procedure and rules for handling violations of research integrity

DEADLINE: Fourth quarter 2021

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, University Office for Legal Affairs, HR Service, Ethical Issues Committee

INDICATOR: Adoption of Rules defining the procedure for handling breaches of research integrity

#### 2.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

At its 37th session on 20 April 2021, the University of Ljubljana Senate adopted new Rules of the Ethical Issues Committee that defined breaches of integrity in research and the procedure of handling breaches. SLO: [https://www.uni-lj.si/raziskovalno\\_in\\_razvojno\\_delo/etika\\_in\\_integriteta\\_v\\_raziskovanju/](https://www.uni-lj.si/raziskovalno_in_razvojno_delo/etika_in_integriteta_v_raziskovanju/), ENG: [https://www.uni-lj.si/research\\_and\\_development/ethics\\_and\\_integrity\\_in\\_research/](https://www.uni-lj.si/research_and_development/ethics_and_integrity_in_research/).

### 2.2. To prepare guidelines on ethical conduct in academic publishing for researchers who are just beginning their careers

DEADLINE: Third quarter 2023



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

INDICATOR: Adoption of Rules defining the procedure for handling breaches of research integrity

#### 2.2.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator was not achieved and will be carried over into the new period.

A working group has been set up within the Committee for Research and Development tasked with drafting guidelines for researchers who are beginning their careers on ethical conduct in academic publishing. The document should be produced by October 2023. The measure and indicator will be carried over into the new period (2024-2026).

#### 2.3. To prepare an online training seminar on handling of the ethical aspects of research involving work with people (carried over from the previous period)

DEADLINE: Fourth quarter 2021

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research, Human Research Ethics Committee

INDICATOR: Online seminar held and a recording posted on the University intranet and in the UL e-classroom.

#### 2.3.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

An online seminar was held on 9 November 2021. The training was conducted by Grega Repovš, Professor of General Psychology at the UL Faculty of Arts and, at that time, chair of the UL Human Research Ethics Committee. The training took place in the Slovenian language, and was designed for University of Ljubljana researchers, teachers and doctoral students. In the course of the training, participants were acquainted with a variety of ethical requirements that researchers and students are faced with when conducting research that involves working with people. The material is available to UL researchers on the UL intranet under USRD/Internal events.

### **3. Professional responsibility**

**Objective 3:** To ensure that researchers are accountable to society



### 3.1. To prepare guidelines, recommendations and examples of good practice for researchers on how to involve social stakeholders in their research work by taking into account ethical principles (carried over from the previous period)

DEADLINE: Third quarter 2023

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research, Committee for Research and Development

INDICATOR: Guidelines sent to member faculties and published on the UL website

#### 3.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

In the previous period we worked towards raising researchers' awareness of the importance of involving wider society in research. This led to the preparation of Guidelines and an online seminar. Self-evaluation shows that there is still insufficient awareness of this among researchers.

This indicator has been achieved.

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.

### 3.2. To prepare an online seminar on involving social stakeholders in research projects

DEADLINE: Fourth quarter 2021

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research

INDICATOR: Online seminar held and a recording posted on the UL intranet.

#### 3.2.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

The event took place on 21 September 2021 and the recording (with accompanying material) published on the UL intranet.

The EUTOPIA TRAIN Citizen Science Community of Practice was established within the EUTOPIA TRAIN project. Nine clinics were organised on topics connected with citizen science, along with two events with the UNICA network of universities (of which UL is also a member). The EUTOPIA Citizen Science Starter Kit was compiled as part of the project.



## 4. Professional attitude

The self-evaluation process has indicated that UL management has noticed, particularly in the most recent period, that there is a lack of staff engaged in providing specialist administrative support to researchers with a view to relieving them of some of the responsibility for administration procedures and freeing them up to focus on strategic objectives and on identifying possible sources of funding.

## 5. Contractual and legal obligations

**Objective 5:** To bolster the protection of intellectual property and authorship

### 5.1. To prepare an online training seminar on intellectual property

DEADLINE: First quarter 2023 and continuously thereafter

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office, aided by external experts

INDICATOR: Online seminar developed and posted, increasing number of views

#### 5.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator has been achieved.

We held an online Inovator.UL seminar in 2022. It can be viewed on the Knowledge Transfer Office's YouTube channel: [https://www.youtube.com/watch?v=ZdRiBv\\_bGEY](https://www.youtube.com/watch?v=ZdRiBv_bGEY)

The seminar has 106 views on YouTube.

We also managed to set up a fund for patent applications and innovations.

## 6. Accountability

**Objective 6:** To reduce risks in the financial management of research projects

### 6.1. Preparation of an initiative for the competent ministry to prepare clear instructions on the proper management and reporting of labour costs in Horizon Europe to reflect the new national law.

DEADLINE: Fourth quarter 2021





RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, in cooperation with specialist services

INDICATOR: Initiative sent to the competent ministry.

#### 6.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

Several initiatives have been sent; in response, the ministry and the European Commission have begun to verify the compliance of Article 64 of the new Scientific Research Activities Act with the European Commission. As it was found not to comply, the ministry took steps to amend the act and draft the Rules determining special projects of a national character and the systemic framework for determining the salary of researchers, which is at the coordination stage.

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.

## 7. Good practice in research

## 8. Dissemination, exploitation of results

**Objective 8:** To implement open access

8.1. Adoption of rules on open science (carried over from the previous period)

DEADLINE: Fourth quarter 2022

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, in cooperation with specialist services (University Office for Library Activities, University Office for Research)

INDICATOR: Rules on open science adopted.

#### 8.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator has not been achieved.

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).

## 8.2. Examination of possibilities for regulating the area of copyright and other rights at the UL level (carried over from the previous period)

DEADLINE: Fourth quarter 2023

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office, University Office for Library Activities

INDICATOR: Proposal for the regulation of copyright and other rights at UL level

### 8.2.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator will be achieved by the end of 2023.

A plan on how to regulate this area is being drawn up. External experts are involved. At the end of the year, management will adopt a decision on whether (and how extensively) to embark on the regulation of copyrights.

## 8.3. Encouraging UL researchers to store peer-reviewed publications in the UL Repository (carried over from the previous period)

DEADLINE: Fourth quarter 2022

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

INDICATOR: Significantly increased number of peer-reviewed articles and monographs stored in the UL Repository (e.g. at least 50% of all peer-reviewed articles and monographs of the UL member faculties)

### 8.3.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator was partly achieved and the activity is continuing into the next (2024-2026) period.

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.



#### 8.4. Establishment of support for and training on the handling of research data (carried over from the previous period)

DEADLINE: Fourth quarter 2022

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Library Activities, in cooperation with Social Science Data Archives

INDICATOR: Support established and regular training held on the handling of research data

##### 8.4.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

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.

#### 8.5. To appoint individuals, by member faculty, with experience in transfer of knowledge who can provide initial information and guide other colleagues to exploit research results ("knowledge transfer ambassadors")

DEADLINE: Second quarter 2023

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office and member faculties

INDICATOR: List of knowledge transfer ambassadors by member faculty (at least 15 ambassadors)

##### 8.5.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.



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.

#### 8.6. 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 2022

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

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

##### 8.6.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has not been achieved.

The rules are currently being drawn up. The reason for the failure to achieve the indicator lie in the uncertainties connected with implementation of the law that provides the basis for the rules. There is a demonstrable need to involve more services. The measure is being carried over into the new period.

## 9. Public engagement

**Objective 9:** To improve the ability of researchers to engage with the general public

#### 9.1. To prepare brief instructions for researchers on writing non-academic articles on the topic of their research

DEADLINE: Fourth quarter 2021

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: University Office for Research

INDICATOR: Short instructions prepared

##### 9.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.



Short instructions were prepared and sent to member faculties, as well as to researchers who wish to publish on the Research News platform.

## 9.2. Updating and maintenance of a database/range of technologies, expertise and education courses at the UL for the wider public

DEADLINE: Fourth quarter 2022 and continuously thereafter

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office, Career Centres (education courses), in cooperation with member faculties

INDICATOR: Updated website on what the UL has to offer the business sector/wider environment

### 9.2.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been partly achieved.

The database of technologies has been updated. Regarding the updating of the database of UL expertise and education, we are awaiting the establishment of a new website. The measure is partly being carried over into the new period.

## 9.3. To recruit public relations manager for research - partial carry over from the previous period

DEADLINE: Fourth quarter 2021

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

INDICATOR: Public relations manager for research appointed

### 9.3.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been partly achieved.

The assistant to the Rector in the office is a higher education teacher in the field of media and communications studies who spends part of their time on science promotion. For the extent of such promotion required by the UL, this is insufficient. Extra staff must be assigned to this area.

In addition to the above activities, we have also held several exhibitions in Ljubljana to present our researchers, faculties and their achievements.

We have introduced new UL awards:



- The Uroš Seljak awards for best academic papers by first- and second-cycle students, which are aimed at encouraging young people to take an academic research approach to the production of master's theses.
- The Ana Mayer Kansky awards for most outstanding doctoral work.

#### 9.4. To organise a research conference on science communication

DEADLINE: Fourth quarter 2022

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Committee for Research and Development (in cooperation with specialist services)

INDICATOR: Conference held.

##### 9.4.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

The first international conference on science communication, organised by the University of Ljubljana, the "Alternator Misliti znanost" online academic journal and the Museum and Galleries of Ljubljana organisation, was held on 13 and 14 October 2022 at the University of Ljubljana Assembly Hall. At four plenary lectures, guest lecturers from around the world addressed issues associated with the communication of science and democracy, effective communication of science with examples from the United Kingdom and Western Balkans, the role of science centres and museums, and the teaching of science communication.

## 10. Non-discrimination

## 11. Evaluation/appraisal systems



## II. RECRUITMENT

### 12. Recruitment

**Objective 12:** To enhance open, transparent and merit-based recruitment (OTMR)

#### 12.1. To introduce an e-recruitment tool

DEADLINE: Fourth quarter 2023

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).

##### 12.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator has not been achieved.

The SAP e-recruitment tool has not yet been introduced: in the course of the introduction of basic SAP modules at all UL member faculties, the introduction of e-recruitment was postponed on account of the transition to newer technology (we are required to hold formal public procurement procedures for this technology). We are planning to introduce it in the next period; we will therefore carry this objective and indicator over into the next period.

### 13. Recruitment (Code)

### 14. Selection (Code)

**Objective 14:** To improve the quality of selection procedures

#### 14.1. To organise online training for the implementation of selection procedures for members and potential members of selection committees - carried over from the previous period

DEADLINE: Fourth quarter 2023



RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, HR Service (in cooperation with other services or external associates)

INDICATOR: Online training developed and published, ongoing monitoring of the number of training participants

14.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator has not been achieved.

15. Transparency (Code)

16. Judging merit (Code)

Procedures for recruiting foreign researchers are too protracted and opaque for those researchers.

17. Variations in the chronological order of CVs (Code)

The bridging fund set up for researchers who do not have a project in place at certain periods has prevented them from having to put an end to their careers. This is a good system and we are not setting up any other measures under this point.

18. Recognition of mobility experience (Code)

**Objective 18:** To include the criterion of real sector experience in the selection procedure

18.1. To include real sector experience among the criteria for the selection of new candidates for recruitment.

DEADLINE: Fourth quarter 2023

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

INDICATOR: Updated instructions for recruitment in relation to consideration of real sector experience as a selection criterion.

18.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has not been achieved. Will be carried over to the next period.





19. Recognition of qualifications (Code)

20. Seniority (Code)

21. Postdoctoral appointments (Code)



### III. WORKING CONDITIONS AND SOCIAL SECURITY

#### 22. Recognition of the profession

#### 23. Research environment

**Objective 23:** To promote stable research funding

23.1. To address initiatives to the government/competent ministry on systemic improvements to the position of researchers

DEADLINE: Fourth quarter 2023 and continuously thereafter

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, in cooperation with specialist services

INDICATOR: Initiatives addressed to the government. Systemic agreement or regulation adopted that governs the financial position of researchers.

##### 23.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

On the basis of several initiatives from the University of Ljubljana, the Ministry of Higher Education, Science and Innovation, and the Slovenian Research and Innovation Agency (ARIS) aimed at improving the position of young researchers, an Addendum to the Collective Agreement for Research was adopted that increased young researchers' salaries by four pay grades and those of university-educated assistants by two pay grades from 1 April 2023 (the starting pay grade for both posts is now pay grade 36).

Following the changes made in April, the value of the highest possible pay grade for the three most senior research positions (senior research associate, research associate, senior research fellow) now exceeds the maximums for teaching staff.

Under the new Scientific Research and Innovation Activities Act (ZZrID), researchers are once again permitted to carry out supplementary work (up to 20%) alongside their regular (full-time) work.

Measures to address discrepancies in the public sector salary system are still being coordinated with the government. This objective and the partly amended indicator will also therefore be carried over into the new period.

#### 24. Working conditions



## 25. Stability and permanence of employment

**Objective 25:** To resolve the issue of the recruitment of full-time researchers

### 25.1. To prepare and send out to member faculties a questionnaire on the status of full-time researchers

DEADLINE: Second quarter 2022

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, Committee for Research and Development (in cooperation with specialist services)

INDICATOR: Questionnaire prepared and sent out

#### 25.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

The questionnaire was prepared and sent out to member faculties in April 2022. Recommendations for member faculties are still being drawn up by the Research and Development Committee.

### 25.2. To encourage researchers and teachers to establish spin-out companies by giving them option of being partly employed as researchers in the spin-out company (one day/week).

DEADLINE: Fourth quarter 2022

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office, HR Service

INDICATOR: Regulation of this right within the rules on the establishment of spin-out companies.

#### 25.2.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator was not achieved because it is linked to the Rules on spin-out companies.

The measure is being carried over into the new period.



### 25.3. Monitoring of the implementation of researcher recruitment processes in accordance with the law

DEADLINE: continuously once a year

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service

INDICATOR: Annual monitoring of fixed-term employment contracts for researchers at overall UL level, implementation of additional measures in view of the findings to ensure compliance with the law.

#### 25.3.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

Once a year, UL Management and the HR Service invite member faculties to send information on fixed-term employment contracts, for the university as a whole, as part of the annual collection of information for the UL annual report. If shortcomings are found, the university looks closely at how the member faculties arrange statuses.

We will continue this activity into the new period, as monitoring will remain important.

## 26. Funding and salaries

## 27. Gender balance

**Objective 28:** To establish a better gender balance

### 27.1. To prepare a Gender Equality Plan

DEADLINE: First quarter 2022

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL Management, in cooperation with specialist services

INDICATOR: Gender Equality Plan adopted

#### 27.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

In 2022, the University of Ljubljana adopted the Gender Equality Plan, a policy that will further ensure that all employees are included and new academics invited to take part in teaching and research work without stereotypical ideas about the limits of abilities and



capacities based on gender or other personal circumstances (ethnicity, age, sexual orientation, etc.). The scheme was drawn up by an interdisciplinary group given expert support by the UL Office for Quality and Strategic Management Support. The Gender Equality Plan was adopted on 19 April 2022. SLO: Gender equality - UL Quality Assurance (uni-lj.si), Eng: Gender equality - UL Quality Assurance (uni-lj.si)

## 28. Career development

**Objective 28:** To qualify and further train supervisors and research team leaders

28.1. To prepare training for supervisors and research team leaders on support for researchers' career development, leadership and human resource management in accordance with the financial possibilities (unrealised measure of the previous period - carried over to the new period)

DEADLINE: Fourth quarter 2023 and continuously thereafter

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

INDICATOR: Training implemented, training evaluated by participants.

### 28.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been partly achieved.

Together with the EUTOPIA project office, the HR Service helped train EUTOPIA researchers, in the presence of their supervisors, to prepare individual career plans. We used the VITAE model. Evaluation was not carried out by the participants.

The adapted indicator will be carried over into the new period.

## 29. Value of mobility

## 30. Access to careers advice

**Objective 30:** To have in place a careers guidance system that improves links with potential employers.



30.1. We will provide doctoral students with free access to individual career guidance; information on career opportunities in Slovenia and abroad; workshops to develop (general) career skills; workshops to develop other competencies. The latter depends on the financial resources available; linking with potential employers, gaining knowledge in the field of enterprise.

DEADLINE: Fourth quarter 2023

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Career Centres

INDICATOR: Free access provided, workshops carried out.

#### 30.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

We designed various career paths, including a career path for doctoral students, as part of which we created a series of workshops and other activities to support information provision and the upgrading of skills. In terms of content, they relate to: academic writing and the formulation of arguments, labour law, soft skills.

In addition to these activities, we also organised careers events with companies that employ those who have completed a doctorate (GEN-i, Juicy Marbles, Lek, Krka, HSE, etc.).

One-to-one careers advice and various workshops on the topic of cover letters and self-presentations are also available to all students.

We also organised workshops in English to encourage international doctoral students to take part.

Some of the workshops held: Pisanje znanstvenih člankov s področja družboslovja in humanistike in Slovene (Writing scientific articles in the field of social sciences and humanities in English), Why was my paper rejected?, Five rules of good science writing, Communicating your science, Publishing ethics, Effective communication and conflict resolution (in English), Skrb za dobro psihično počutje (Caring for your mental health), Učinkovito soočanje s stresom in preprečevanje izgorelosti pri študiju in na delovnem mestu (Dealing effectively with stress and preventing burnout in studies and at the workplace), Effective communication and conflict.

## 31. Intellectual property rights

**Objective 31:** To secure resources for the protection of industrial property rights

31.1. To design a sustainable model of financing procedures for the protection of industrial property rights

DEADLINE: Fourth quarter 2023



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

INDICATOR: Fund for the protection of industrial property rights established.

#### 31.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

This indicator has been achieved.

The new law on development and innovation activities, which provides institutional support for the funding of support services for researchers, came into force in July 2022. The UL Knowledge Transfer Office and most of its activities, including the funds for the financing and co-financing of patents, have been transferred to the ISF.

## 32. Co-authorship

## 33. Teaching

## 34. Complaints/appeals

## 35. Participation in decision-making bodies



## IV. TRAINING

### 36. Relations with supervisors

### 37. Supervision and managerial duties

### 38. Continuing professional development

**Objective 38:** To develop further training for researchers in “soft” skills important for their career development

#### 38.1. To prepare a list of training courses - carried over to the new period

DEADLINE: Fourth quarter 2023 - continuous updating

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: UL HR Service, University Office for Quality Assurance, Analyses and Reporting

INDICATOR: List prepared and updated annually

##### 38.1.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator has not been achieved.

Although the list of training courses for soft skills for researchers has not yet been drawn up, training courses are being held university-wide.

**Objective 39:** To develop continuous training for researchers in the field of enterprise, creativity and knowledge transfer (compulsory for young researchers)

#### 38.2. To design a pilot training course

DEADLINE: Third quarter 2022 and continuous updating

RESPONSIBLE SERVICE/OFFICE/DEPARTMENT: Knowledge Transfer Office (in cooperation with UL Management, HR Service, Doctoral School and Career Centres)

INDICATOR: Continuous training developed





### 38.2.1. ACHIEVEMENT OF THE INDICATOR WITH EXPLANATORY NOTES:

The indicator will be achieved by the end of 2023.

The continuous training programme has been developed, pilot implementation is planned for autumn 2023, and contracts with providers (for in-person and online training) are being drawn up.

Based on the pilot training and its evaluation, the next step will involve the preparation of a MOOC seminar, which will be accessible to UL researchers and students.

## 39. Access to research training and continuous development

## 40. Supervision



\*: If no measure has been proposed by the UL in relation to a specific principle, this is because measures are already under way, are already being carried out as part of regular activities or are included under another point. The purpose of the measures proposed for the 2021-2023 period is to highlight those where the UL has committed itself to carrying out certain activities in response to gaps identified.