



FINAL REPORT
ON REALISATION OF THE HUMAN RESOURCES STRATEGY OF THE UNIVERSITY OF LJUBLJANA FOR RESEARCHERS CAREER DEVELOPMENT FOR THE 2012-2016 PERIOD

Action plan			
<u>I. Ethical and Professional Aspects</u>			
Goal	Who	Deadline	Realisation or corrective measure
<p><i>1. goal: Establish a central UL system for informing the academic and wider public on research topics and results</i></p> <ul style="list-style-type: none"> - implement an institutional repository including all the publications of researchers, scientific reviews issued by the UL Members, research data bases, by the end of 2016, - adopt or amend university regulation on compulsory deposit and open access to researchers' publications and research data, 	The UL leadership and the UL Members leaderships in cooperation with the UL Senate commissions in charge of the development of the library system and in charge of research and development.	2014-2016	<p>Realised ¹</p> <p>Partly realised²</p>

¹ In the year 2013 the Slovenian universities received funding from the European Regional Development Fund and the Ministry of Education, Science and Sport, and established the national open access infrastructure with the national portal (<http://www.openscience.si>) and the institutional repositories. The Repository of the University of Ljubljana (RUL, <https://repozitorij.uni-lj.si>) is available to all researchers for the deposit of publications and to the University of Ljubljana faculties and academies for the publishing activities. It is also being used for the deposit of written final study works and for public web access to them. RUL is compatible with the OpenAIRE Guidelines, which means that it is interoperable with international repository infrastructures. The European Commission will harvest metadata from RUL in order to check the compliance with the Horizon 2020 open access mandate. The RUL software is also suitable for the deposit of research datasets. The University of Ljubljana still has to adopt the mandate on open access to the publications of researchers, which will be identical to the open access mandate in Horizon 2020.

² The measure was partly realised with the provision about open science in the Article 6 of the new Statutes regarding planning and implementing study and research programmes in line with the principles of open science. Internal regulation on compulsory deposit and open access to researchers' publications is foreseen for ¾ 2018.



<ul style="list-style-type: none"> - explore the possibility of UL regulation in the area of copyright and other rights, by the end of 2016 - adopt or amend university regulation on data and research documentation archiving (storage) by the UL Members, - adopt guidelines and a framework of a long-term programme on promotion of the UL scientific research; define the methods and forms of promotion and informing public by individual target groups; define the UL and the UL Member level; assess the volume of necessary resources, by the end of 2014 - update the web-site, - prepare promotion and presentation material in Slovenian and English language about the current scientific research topics and achievements at the UL. 			<p>Partly realised ³</p> <p>Partly realised ⁴</p> <p>Partly realised ⁵</p> <p>Realised ⁶</p> <p>Realised ⁷</p>
<p>2. goal: Raise awareness of researchers and students on ethics in research</p> <ul style="list-style-type: none"> - prepare a document on ethics in research, by the end of 2014, 	<p>The UL and the UL Members' leaderships in cooperation with the Commission for Ethics and the Commission for research and Development.</p>	<p>2014</p>	<p>Realised ⁸</p>

³ The UL cooperates in the working group within the Rectors Conference about copyright issues. Rectors Conference has sent to the competent ministries the proposal for amending the Article 101 of the Copyright and Related Rights Act. According to the future changes of the legislation, the UL will have to assure the comprehensive regulation of copyright and related rights management which realization is foreseen for the end of 2019.

⁴ Working group for the development of internal rules on collection, conversion and e-archiving of documents was established. It will prepare the proposal for permanent archiving at the UL by the ¼ 2019.

⁵ The draft of the guidelines is prepared, document have to be finalized, translated to English and published on the UL web page, which is foreseen for the first quarter (1/4) of 2018.

⁶ Updated web pages on the UL research and development activities are available at the following link: http://www.uni-lj.si/research_and_development/

⁷ The presentation materials on current scientific research topics of the UL are available at the following web page: http://www.uni-lj.si/research_and_development/research_development_and_art_activities/. From December 2014, the UL regularly organizes a yearly public presentation of the most prominent research achievements at the UL in the past year the presentation of the most prominent research achievements is published at the UL web page: http://www.uni-lj.si/research_and_development/the_most_prominent_research_achievements/.

⁸ The Code of Ethical Conduct for researchers was accepted by the UL Senate on the 25 November 2014.



<p>- publish the document on the web-site and include links to the sites of the relevant professional associations or chambers, by the end of 2014.</p>			Realised ⁹
<p>3. goal: Tightening the commitment of every individual to conduct in line with the University of Ljubljana Ethical Code or responsibility in case of unethical and unprofessional conduct</p> <p>- prepare the statement or the commitment declaration of individual UL employees, to follow the UL Ethical Code, the professional code and the UL values, by the end of 2015.</p>	<p>The Commission for Ethics, the Commission for Doctoral Study and the Commission for Research and Development in cooperation with the professional services (legal service), the UL leadership and the UL Members leaderships.</p>	2014-2015	Realised ¹⁰
<p>4. goal: Establishing a system of raising awareness of researchers to work in line with the UL values and ethical principles as well as with the code of their professional or research activity or training area</p>	<p>The UL Members leaderships in cooperation with the commissions in charge of doctoral study and ethical issues.</p>	2014-2015 and continuing	

⁹ A separate web page on ethics in research was established with the link to the Ethical Code for researchers at the UL and links to other Ethical Committees in Slovenia for specific research fields: http://www.uni-lj.si/research_and_development/ethics_in_research/.

¹⁰ The Statement of commitment of individual UL employee to follow UL codes of ethics has been sent to all faculties in 2015 and it is also published at the web page: http://www.uni-lj.si/research_and_development/ethics_in_research/.



<p>6. goal: Introduction of temporary academic and research titles for researchers-beginners and for foreigners</p> <ul style="list-style-type: none"> - prepare and adopt a proposal to change and amend the UL Statute (if necessary) and the habilitation criteria, by the end of 2015. 	<p>Commission for habilitation in cooperation with the UL and UL Members leaderships and the professional services.</p>	<p>2014-2015</p>	<p>Realised ¹⁴</p>
<p>NEW GOAL 6A. goal: Open recruitment</p> <ul style="list-style-type: none"> - publish and promote all research and teaching open job positions on international platforms (Euraxess, ...) and through international networks: start by 2015 and continuing, - monitoring the number of all posts and number of new foreign employees by the end of 2015 and continuing. 		<p>2014-2016</p>	<p>Realised and continuous activity</p> <p>Realised ¹⁵</p>
<p>7. goal: Proposal for legal introduction of more flexibility in temporary employment and adaptations of the system (equal opportunities for employees regardless of the employment period)</p>	<p>The UL leadership with the professional services.</p>	<p>2013-continuing</p>	

¹⁴ Amendments to Criteria for the Appointment to the Titles of University Teacher, Researcher and Associate of the University of Ljubljana were accepted by the UL Senate on the 21 October 2014 in which temporary academic and research titles for foreigners and researchers-beginners were introduced in 25.a article.

¹⁵ In 2015, the UL published 51 open positions at EURAXESS web page, 25 foreigners were employed. In 2016 UL published 70 open positions, we employed 34 foreigners.



<ul style="list-style-type: none"> - communicate with the relevant authorities and institutions and constantly reminding of the problems regarding funding, in 2013 and continuing until the relevant changes have been adopted (labour, higher education and research legislation). 			Continuous task ¹⁶
<p>8. goal: Alert letter to the legislator regarding the administrative obstacles in recruiting foreigners and in international mobility</p> <ul style="list-style-type: none"> - analyse the situation in recruiting foreigners and in international mobility with possible amendments, by the end of 2014, - communicate with the relevant authorities and ministries on detected obstacles in the area of higher education, 2013 and continuing. 	The UL Members and the Rectorate professional services in cooperation with the UL Members leaderships.	2013-2014 and continuing	Realised Realised and continuous activities ¹⁷
<p>9. goal: Inclusion of mobility and qualification recognition in the university internal regulation</p>	The UL Members leaderships in cooperation with professional services and (if needed) with the Commission for habilitations and the Commission for research and development.	2013-2015 and continuing	

¹⁶ Research and Innovation Strategy of Slovenia anticipates more stable and permanent institutional financing of research activities at universities that would enable higher stability of research positions. The new national law on research and development is also under preparation. UL representative also cooperates in the advisory group of National Research Agency (ARRS) regarding the new rules for financing of research.

¹⁷ Several initiatives were forwarded to the SLO ministries regarding the obstacles in international mobility and at the end of 2014 an amendment to the Aliens Act was adopted. The articles regarding the foreign researchers and their entry conditions came into effect in September 2015.



<ul style="list-style-type: none"> - analyse the relevant internal regulation acts and amendments if needed, - translate the internal acts (to English), relevant for the employment and mobility of foreign citizens in 2013 and continuing adaptation 			Realised ¹⁸
<p>10. goal: Prepare a comprehensive information on recognition of foreign education for researchers</p> <ul style="list-style-type: none"> - prepare and publish the information on the recognition system and links to the sites of the relevant institutions in charge of conducting the recognition procedures, by the end of 2013. 	The UL Rectorate professional services	2013	Realised ¹⁹
<p>11. goal: Preparation of information package for foreigners, intending to apply for a job at the UL (including the UL internal regulation, relevant for recruitment) with all the links to the relevant authorities and documents</p> <ul style="list-style-type: none"> - prepare and publish the information package on the employment requirements and possibilities for life and work in Slovenia and Ljubljana, by the end of 2013. 	The UL Rectorate professional services in cooperation with the relevant ministries or public offices and institutions.	2013	Realised ²⁰
			Realised ²¹

¹⁸ The analysis at UL members (faculties/academies) done in 2013/2014 showed that the present regulations are appropriate and that there is no need for any amendments of internal regulation.

¹⁹ The translated internal regulations relevant for the employment and mobility of foreign citizens are published on the UL web page: http://www.uni-lj.si/university/organization_legal_framework_and_reports/statutes_of_ul_and_regulations/.

²⁰ The information on recognition system is published on the UL web page: http://www.uni-lj.si/research_and_development/international_mobility_of_researches/.

²¹ The information on the employment requirements and possibilities for life and work in Slovenia and Ljubljana is published on the UL web page under the title "UL Welcome guide for foreign researchers": http://www.uni-lj.si/research_and_development/international_mobility_of_researches/.



<p>12. goal: Establish the UL scholarship fund</p> <p>- explore possibilities and prepare draft regulation on the establishment of the institution and other activities regarding the registration of the institution, by the end of 2016.</p>	The UL Rectorate professional services.	2016	Realised ²²
<u>III. Working conditions and social security</u>			
<p>13. goal: Proposal for reduction of diversity in regulation of higher education and research</p> <p>- analyse relevance of the existing regulation of funding, research and provision of the funding rights, communication with the relevant bodies and the legislative authorities, by the end of 2013 and continuing until adopted amendments.</p>	The UL leadership in cooperation with the Rectorate professional services.	2012-2013 and continuing	Realised and continuous activity ²³
<p>14. goal: Proposal for more suitable regulation on payment for foreign experts</p> <p>- analyse the present situation, prepare a draft proposal with the reasoning and communicate with the relevant authorities and the legislator in 2012/13 and continuing</p>	The UL and the UL Members leaderships in cooperation with the professional services.	2012-2013 and continuing	Realised and continuing activity

²² The UL scholarship fund of ing. Milan Lenarčič was established and provides scholarships also to PhD students.

²³ The UL co-signed the memorandum of the Rectors Conference addressed to the President of the RS Government, regarding the funding of research activities at Slovenian universities. The UL representatives also cooperate in the working group dealing with the new legislation on research and development activity.



<p>15. goal: Definition of participation of researchers in the UL and the UL Members governing bodies</p> <p>- explore the possibilities for inclusion of researchers in the UL and UL Members managing bodies and draft proposal for amendments of the internal regulation, by the end of 2014.</p>	<p>Professional services in cooperation with the UL and UL Members leaderships and the relevant commissions.</p>	<p>2014</p>	<p>Realised²⁴</p>
<p>16. goal: Introduction of flexible working time, possibilities of a different part time working, teleworking etc.</p> <p>- analyse the situation at the UL Members, explore the possibilities of introduction,</p> <p>- prepare and adopt changes and amendments of the UL Members internal regulation if necessary.</p>	<p>The UL Members leaderships in cooperation with the professional services.</p>	<p>2014-2016</p>	<p>Realised²⁵</p> <p>Partly realised²⁶</p>
<p>17. goal: Implementation of incentives for successful applications and activities in research projects</p>	<p>The UL Members' leaderships in cooperation with the UL leadership.</p>	<p>2014-2015</p>	

²⁴ On 17 January 2017, the new Statutes were approved by the UL Senat, which consider also the possibilities for inclusion of researchers in the UL managing bodies.

²⁵ Short internal analysis in 2013/2014 showed that most of the UL member faculties/academies already offer the possibility of flexible working time and part time working and 50% of them offer teleworking.

²⁶ The draft of the new regulation on assessment of the work of professors and researchers was prepared at the UL level, which will be relevant for all faculties. The document is foreseen to be finalized by the end of 2017.



<ul style="list-style-type: none"> - consider possibilities, including financial, for introduction of special incentives in the area of applications and conducting international research projects and projects for economy, by the end of 2014, - adopt draft proposal of criteria-guidelines for delivering special incentives, by the end of 2015. 			<p>Realised²⁷</p> <p>Realised²⁸</p>
<p>18. goal: Career counselling for doctoral students and post-doc candidates</p> <ul style="list-style-type: none"> - analyse the present situation and possibilities for implementation of career counselling for the doctoral students and post-doc candidates in 2014, - propose to the funder (ministries) inclusion of the activity among the assignments of national importance and provide financial support, 	<p>The Commission for Doctoral Study and the Doctoral School in cooperation with the UL leadership, the UL Members leaderships and the professional services.</p>	<p>2014-2015</p>	<p>Realised²⁹</p> <p>Realised³⁰</p>

²⁷ New fund for the promotion of cooperation in European projects (renamed to the Development fund) was established at UL, which will finance different promotional activities and incentives for successful application of young researchers/teachers and for multidisciplinary coordinating projects.

²⁸ The incentives are addressed to the young researchers (under 15 years after PhD) who get H2020 project for the first time, to ERC grantees, to supervisors of successful MSCA IF grants and to multidisciplinary teams from different faculties that are successful with their applications of coordinating projects or projects in which they are leading one work package.

²⁹ Analysis was performed in 2013/2014 within the UL member faculties/academies regarding the present situation. UL Career Center upgraded their performance and offers additional services and information to doctoral students.

³⁰ Several initiatives were presented to the public authorities and ministry to consider the funding the career counselling (also for doctoral students and post-doc candidates) from the structural funds within the new financial perspective.



<ul style="list-style-type: none"> - establish career counselling for the doctoral students and the post-doc candidates in 2015 (if the funds are available), - promote establishment of the UL alumni of the doctoral graduates and the post-doc candidates in 2014. 			<p>Partly realised³¹</p> <p>Partly realised³²</p>
<p><i>IV. Training of researchers for obtaining the necessary skills and knowledge</i></p>			
<p><i>19. goal: Training of mentors and research group leaders</i></p> <ul style="list-style-type: none"> - define the role, the rights, and obligations of the mentors, co-mentors and the doctoral students, amend the relevant internal UL Members' regulation if needed, - elaborate draft proposal for periodic training courses for mentors and leaders of research groups (team work, communication skills, conflict solving etc.), at the UL Members. 	<p>The UL Members leaderships, the Doctoral School and the Commission for research and development in cooperation the professional services.</p>	<p>2013-2015</p>	<p>Realised ³³</p> <p>Partly realised ³⁴</p>

³¹ The UL Career Center upgraded their performance and offers additional services and information to doctoral students. From the middle of 2015 on 186 doctoral students attended the workshops organised by career counsellors, 267 doctoral students attended different educational event with outside lecturers (public speaking, use of LinkedIn, language courses, entrepreneurship workshops, etc.) and 40 doctoral students were connected to 39 employers within the career days and visits of real working environments.

³² This measure was slightly expanded after the UL established The University of Ljubljana global alumni and associates network (SMUL), with the purpose to link prominent scientists, professors and other eminent personalities who work in the academic, research and development environments outside of Slovenia. Besides that the UL doctoral graduates and the post-doc candidates that studied or worked at UL, members of the SMUL can also be other prominent Slovene scientists from around the world. The data base for the establishment of the alumni networks is in the development with the purpose to include all doctoral students.

³³ The analysis in 2013/2014 showed that there is no need for change of internal regulations. In May 2014, Doctoral school organised a conference with international attendance in which the role of the mentor, good practices and trainings of mentors were discussed.

³⁴ Due to the lack of financial resources and work overload with the re-accreditation of doctoral programmes the implementation of this measure was postponed for the realization in the next years in case funding is available. Nevertheless, in 2016 a conference on mentorship in doctoral study was organised at which prof. dr. Barbara Simončič, the best mentor of the year 2015 chosen by the young researchers, presented her lecture with the title: *Excellent mentorship as a key element of the quality of doctoral study.*



<p>20. goal: Intensification of training of the doctoral students and researchers for project management</p> <ul style="list-style-type: none"> - in addition to the already existing annual training courses, identify additional training contents, collect proposals of new topics, by the end of 2014, - promote inclusion of doctoral students in the existing offer of trainings in the elective contents of the programmes and in the framework of the list of generic competences and knowledge for the doctoral students, - provide various training courses for project work (according to available financial resources), by the end of 2013 and continuing. 	<p>The UL and the UL Members' leaderships in cooperation with the professional services.</p>	<p>2013-2014 and continuing</p>	<p>Realised</p> <p>Realised and continuous activity</p> <p>Realised and continuous activity ³⁵</p>
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³⁵ The new Fund for the promotion of cooperation in European project (renamed to the UL Development fund) and UL Career center are funding more trainings for researchers on project work in which also doctoral students are involved. UL Career center in the past two years organised two trainings on project management for PhD student (e.g. Planning and managing project – the bases for the good project proposal development).