



**INTERIM REPORT ON REALISATION AND REVISED ACTION PLAN  
FOR THE IMPLEMENTATION OF THE HUMAN RESOURCES STRATEGY OF THE UNIVERSITY OF LJUBLJANA FOR RESEARCHERS  
CAREER DEVELOPMENT FOR THE 2012-2016 PERIOD**

<b>Action plan</b>			
<b><i>I. Ethical and Professional Aspects</i></b>			
<b>Goal</b>	<b>Who</b>	<b>Deadline</b>	<b>Realisation or corrective measure</b>
<p><b><i>I. goal: Establish a central UL system for informing the academic and wider public on research topics and results</i></b></p> <ul style="list-style-type: none"> <li>- 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,</li> <li>- adopt or amend university regulation on compulsory deposit and open access to researchers' publications and research data,</li> </ul>	<p>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.</p>	<p>2014-2016</p>	<p>Realised <sup>1</sup></p> <p>In the process</p>

<sup>1</sup> 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.



<ul style="list-style-type: none"> <li>- explore the possibility of UL regulation in the area of copyright and other rights, by the end of 2016</li> <li>- adopt or amend university regulation on data and research documentation archiving (storage) by the UL Members,</li> <li>- 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</li> <li>- update the web-site,</li> <li>- prepare promotion and presentation material in Slovenian and English language about the current scientific research topics and achievements at the UL.</li> </ul>			<p>-regulated properly by the national legislation</p> <p>In the process</p> <p>Partly realised-planned in the second quarter of 2015</p> <p>In the process</p> <p>Mostly realised <sup>2</sup></p>
<p><b>2. goal: Raise awareness of researchers and students on ethics in research</b></p> <ul style="list-style-type: none"> <li>- prepare a document on ethics in research, by the end of 2014,</li> </ul>	<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 <sup>3</sup></p>

<sup>2</sup> The presentation materials on current scientific research activities of UL for the purpose of Transfer of knowledge and technology, and on the UL services were prepared on the UL web page: [http://www.uni-lj.si/ul\\_in\\_cooperation\\_with\\_economy\\_and\\_society/transfer\\_of\\_knowledge\\_and\\_technology\\_and\\_the\\_ul\\_services/](http://www.uni-lj.si/ul_in_cooperation_with_economy_and_society/transfer_of_knowledge_and_technology_and_the_ul_services/). We will link those pages also to the Research part of UL web pages. In December 2014 the UL also organised a public presentation of the most excellent research results at UL in the last year what will become a periodic yearly activity.

<sup>3</sup> 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>			Partly realised <sup>4</sup> - planned in the third quarter of 2015
<p><b>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</b></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	Partly realised – realization planned in the second quarter of 2015
<p><b>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</b></p>	<p>The UL Members leaderships in cooperation with the commissions in charge of doctoral study and ethical issues.</p>	2014-2015 and continuing	

<sup>4</sup> The document is published on the Slovene side between regulations but we plan to establish a separate page on ethics with the link to the Ethical Code for researchers at UL and links to other Ethical Committees in Slovenia for specific research fields



<ul style="list-style-type: none"> <li>- adopt a framework programme of regular periodic informing and training of researchers and researchers-beginners with the UL ethical code, with the document on ethics in research, with the ethical codes of specific professional area (exp. during the traditional UL celebration week, full professors at the occasion of their promotion, at the promotion of the doctorates of science, second cycle students at the beginning of their study, doctoral students on special occasions at the beginning of their study, researchers on a specific day...), by the end of 2014,</li> <li>- inclusion of the programme in the UL Members' annual work programmes, by the end of 2015 and continuing.</li> </ul>			<p>Partly realised – realization planned in the second quarter of 2015</p> <p>Planned at the end of 2015</p>
<p><b>5. goal: Improve the ICT support for continuing information for researchers with novelties and contractual obligations</b></p> <ul style="list-style-type: none"> <li>- explore the possibilities of introducing an ICT platform for e-support of research projects,</li> <li>- implement a unified and integrated ICT platform (according to available financial resources), by the end of 2016.</li> </ul>	<p>The UL Members leaderships in cooperation with the UL leadership, with the commissions in charge of research and development and in charge of development of ICT system.</p>	<p>2014-2016</p>	<p>Realised <sup>5</sup> and continuous activity</p> <p>/</p>

<sup>5</sup> The member faculties/academies of UL were informed about the possibility of using the IT application for project management, for which the licence was bought in 2010, but since additional financial sources are needed to upgrade the licence, the realisation is under question. UL also bought the licence to access Research Professional for up-to-date information on all open international calls and fellowships.



<b><i>II. Recruitment</i></b>			
<p><b><i>6. goal: Introduction of temporary academic and research titles for researchers-beginners and for foreigners</i></b></p> <p>- prepare and adopt a proposal to change and amend the UL Statute (if necessary) and the habilitation criteria, by the end of 2015.</p>	<p>Commission for habilitation in cooperation with the UL and UL Members leaderships and the professional services.</p>	<p>2014-2015</p>	<p>Realised <sup>6</sup></p>
<p><b><i>NEW GOAL</i></b>  <b><i>6A. goal: Open recruitment</i></b></p> <p>- publish and promote all research and teaching open job positions on international platforms (Euraxess, ...) and through international networks: start by 2015 and continuing,</p> <p>- monitoring the number of all posts and number of new foreign employees by the end of 2015 and continuing.</p>		<p>2014-2016</p>	<p>Realised and continuous activity</p> <p>Planned at the end of 2015 and continuous activity</p>
<p><b><i>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)</i></b></p>	<p>The UL leadership with the professional services.</p>	<p>2013-continuing</p>	

<sup>6</sup> 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 25a article.



<p>- 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).</p>			Continuous task <sup>7</sup>
<p><b>8. goal: Alert letter to the legislator regarding the administrative obstacles in recruiting foreigners and in international mobility</b></p> <p>- 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.</p>	The UL Members and the Rectorate professional services in cooperation with the UL Members leaderships.	2013-2014 and continuing	Realised  Realised and continuous activities <sup>8</sup>
<p><b>9. goal: Inclusion of mobility and qualification recognition in the university internal regulation</b></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	

<sup>7</sup> 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 universities is also under preparation. UL vice rector for research cooperates in the advisory group of National Research Agency regarding the new rules for financing of universities.

<sup>8</sup> 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 will come into effect in September 2015.



<ul style="list-style-type: none"> <li>- analyse the relevant internal regulation acts and amendments if needed,</li> <li>- translate the internal acts (to English), relevant for the employment and mobility of foreign citizens in 2013 and continuing adaptation</li> </ul>			<p>Realised<sup>9</sup></p> <p>Partly realised<sup>10</sup>- planned until the end of 2015</p>
<p><b>10. goal: Prepare a comprehensive information on recognition of foreign education for researchers</b></p> <ul style="list-style-type: none"> <li>- 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.</li> </ul>	The UL Rectorate professional services	2013	Realised <sup>11</sup>
<p><b>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</b></p> <ul style="list-style-type: none"> <li>- 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.</li> </ul>	The UL Rectorate professional services in cooperation with the relevant ministries or public offices and institutions.	2013	Realised <sup>12</sup>

<sup>9</sup> 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.

<sup>10</sup> A list of internal regulations that need to be translated is prepared and the documents will be translated after finishing the procurement process for translation services in 2015

<sup>11</sup> The information on recognition system is published on the UL web page: [http://www.uni-lj.si/research\\_and\\_development/international\\_mobility\\_of\\_researches/](http://www.uni-lj.si/research_and_development/international_mobility_of_researches/)

<sup>12</sup> The information on the employment requirements and possibilities for life and work in Slovenia and Ljubljana is published on the UL web page: [http://www.uni-lj.si/research\\_and\\_development/international\\_mobility\\_of\\_researches/](http://www.uni-lj.si/research_and_development/international_mobility_of_researches/)



<p><b>12. goal: Establish the UL scholarship fund</b></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	/
<b><u>III. Working conditions and social security</u></b>			
<p><b>13. goal: Proposal for reduction of diversity in regulation of higher education and research</b></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	Partly realised and continuous activity <sup>13</sup>
<p><b>14. goal: Proposal for more suitable regulation on payment for foreign experts</b></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

<sup>13</sup> UL representatives cooperate in the public consultation regarding the new legislation on universities





<p><b>15. goal: Definition of participation of researchers in the UL and the UL Members governing bodies</b></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>Not yet realised<sup>14</sup>- new Statutes is in draft proposal-planned by the end of 2016</p>
<p><b>16. goal: Introduction of flexible working time, possibilities of a different part time working, teleworking etc.</b></p> <p>- analyse the situation at the UL Members, explore the possibilities of introduction, 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>Realised<sup>15</sup></p>
<p><b>17. goal: Implementation of incentives for successful applications and activities in research projects</b></p>	<p>The UL Members' leaderships in cooperation with the UL leadership.</p>	<p>2014-2015</p>	

<sup>14</sup> The new draft proposal of the Statutes, which considers also the possibilities for inclusion of researchers in the UL managing bodies, is still under internal consultation

<sup>15</sup> 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.



<ul style="list-style-type: none"> <li>- 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,</li> <li>- adopt draft proposal of criteria-guidelines for delivering special incentives, by the end of 2015.</li> </ul>			<p>Realised<sup>16</sup></p> <p>Realised</p>
<p><b>18. goal: Career counselling for doctoral students and post-doc candidates</b></p> <ul style="list-style-type: none"> <li>- analyse the present situation and possibilities for implementation of career counselling for the doctoral students and post-doc candidates in 2014,</li> <li>- propose to the funder (ministries) inclusion of the activity among the assignments of national importance and provide financial support,</li> </ul>	<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>Partly realised<sup>17</sup></p> <p>Realised<sup>18</sup></p>

<sup>16</sup> New fund for the promotion of cooperation in European projects was established at UL which will finance different promotional activities and incentives for successful application of young researchers/teachers and for multidisciplinary coordinating projects.

<sup>17</sup> Analysis was performed in 2013/2014 within the UL member faculties/academies regarding the present situation. UL Career Center also slightly upgraded their performance and offers additional services and information to doctoral students and post-doc candidates.

<sup>18</sup> 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"> <li>- establish career counselling for the doctoral students and the post-doc candidates in 2015 (if the funds are available),</li> <li>- promote establishment of the UL alumni of the doctoral graduates and the post-doc candidates in 2014.</li> </ul>			/  Not realised- postponed to the third quarter of 2015 <sup>19</sup>
<b><u>IV. Training of researchers for obtaining the necessary skills and knowledge</u></b>			
<p><b>19. goal: Training of mentors and research group leaders</b></p> <ul style="list-style-type: none"> <li>- 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,</li> <li>- 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.</li> </ul>	The UL Members leaderships, the Doctoral School and the Commission for research and development in cooperation the professional services.	2013-2015	Realised <sup>20</sup>  Postponed by the end of 2016 <sup>21</sup>

<sup>19</sup> This measure was slightly expanded since UL is about to establish **The University of Ljubljana global alumni and associates network (SMUL)**, which will link prominent scientists, professors and other eminent personalities who work in the academic, research and development environments outside of Slovenia. Besides the UL doctoral graduates and the post-doc candidates that studied or worked at UL, members of SMUL can also be other prominent Slovene scientists from around the world.

<sup>20</sup> 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.

<sup>21</sup> In 2015 and 2016 UL has to re-accredit most of its doctoral study programmes and due to the work overload with accreditation of doctoral programmes and due to the lack of financial resources the implementation of this measure was postponed to the end of 2016.



<p><b>20. goal: Intensification of training of the doctoral students and researchers for project management</b></p> <ul style="list-style-type: none"> <li>- in addition to the already existing annual training courses, identify additional training contents, collect proposals of new topics, by the end of 2014,</li> <li>- 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,</li> <li>- provide various training courses for project work (according to available financial resources), by the end of 2013 and continuing.</li> </ul>	<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 <sup>22</sup></p>
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<sup>22</sup> The new Fund for the promotion of cooperation in European project at UL will finance more trainings for researchers on project work in which also doctoral students will be involved.