UNIVERSITY OF SARAJEVO HRS4R STRATEGY

HRS4R STRATEGY ACTION PLAN - Gantt Chart, update: 2nd September 2024

HRS4R STRATEGY ACTION PLAN - Gantt Chart, update: 2nd	September 2024				Mantha 2027							
ACTIVITIES	Responsibilities	Months 2024 1 2 3 4 5 6 7 8 9 10 11 12	Months 2025 1 2 3 4 5 6 7 8 9 10 11 12	Months 2026 1 2 3 4 5 6 7 8 9 10 11 12	Months 2027 1 2 3 4 5 6 7 8 9 10 11 7							
1. Research freedom												
1.1. Start the initiative to the Cantonal Ministry for amending the teaching-research ratio (completed in period 2019 - 2021)	Senate/Rectorate											
2. Ethical principles												
Organize trainings on ethical principles in research for young researchers and PhD students (completed in period 2019 - 2021)	Ethical Council/Ethical Boards Research Support Office											
2.2. Enhance the activities of the Ethical Council (through redefinition of its roles); (completed in period 2019 - 2021)	Senate & Ethical Council											
2.3. Increase transparency of work of Ethical Council and Ethical Boards (completed in period 2019 - 2021)	Ethical Council/Ethical Boards											
2.4. Revision of Code of Ethics (NEW)	Ethical Council/Ethical Boards											
2.5. Capacity building of the Ethical Council and ethical boards of the UNSA member-institutions, NEW for period 2024 - 2027	Ethical Council Ethical boards of UNSA member- institutions		x x x									
2.6. Revision of the Code of Ethics in accordance with the Law on Higher Education, NEW for period 2024 - 2027	Ethical Council Ethical boards of UNSA member-	x x x										
3. Professional responsibility												
3.1. Organize trainings on Plagiarism Elimination Strategies for researchers	Committee for Detection of Plagiarism/Quality Assurance Office/Research Support Office											
3.2. Ensure continuous use of Software-based verifications of PhD theses for plagiarism (completed in period 2019 - 2021)	Executive Bord/Committee for Detection of Plagiarism											
4. Professional attitude 5. Contractual and legal obligations	oj i lugiunism											
5.1. Develop guidelines for new employees on UNSA web site	Human Resources Office											
5.2. Disseminate information on researchers' rights and obligations (completed in period 2019 - 2021)	Research Support Office/Legal Affairs Office/R&D Centre											
6. Accountability	Office/Nab centre											
6.1. Introduce practice of publication of Annual Report on UNSA Research output (completed in period 2019 - 2021)	Council of Science and Arts/Research Support Office/Publishing Office											
7. Good practice in research	., , , , , ,											
7.1. Online information on principles of good practice in research (completed in period 2019 - 2021)	Research Support Office/Legal Affairs Office/Deans, responsible units at member institutions											
8. Dissemination, exploitation of results												
8.1. Enhance content of the UNSA member institutions web presentation in terms of research outputs, results of research projects, and contract research possibilities (completed in period 2019 - 2021)	Research Support Office/ PR Office/ Member institutions											
8.2 Availability of all UNSA Journals at open access platforms (NEW)	UNSALibrary/MI Libraries/Publishing Office/Research Service Office											
9. Public engagement												
9.1. Disseminate more widely research project results	Public Relations Office/Research Support Office/R&D Centre											
9.2. Analyse presence of UNSA and its successful stories presence in public (completed in period 2019 - 2021)	Public Relations Office											
10. Non discrimination												
10.1. Distribute and make available on-line the existing regulations on discrimination (completed in period 2019 - 2021)	Research Support Office/Legal Affairs Office											
10.2. Conduct survey among researchers on discrimination	Rectorate&Human Resources Office											
11. Evaluation/ appraisal systems												
11.1. Develop criteria for stimulating research activities (through a Rulebook on Researchers Award and its adoption); completed in period 2019 - 2021	Senate/Council of Science and Arts UNSA/Research Support Office											
12. Recruitment												
12.1. Carry out the analysis of the current system of recruitment based on the OTM-R check list and step-by-step guide elements	Legal Affairs Office/HR Office/Research Support Office											
13. Recruitment (Code)												
13.1. Publish all research vacancies in English on EURAXESS web sites (completed in period 2019 - 2021)	Public Relations Office											
13.2. Recruitment advertisements improved based on the OTM-R toolkit	Public Relations Office/HR Office/Member institutions											

13.3. Adoption of the UNSA OTM-R policy (NEW)	Senate/HR Office/Research Support Office/Teaching Support Office											x	x x							x	x x	(x x	x		
13. 4. Development of Guidelines for advancement in positions (selection/awarding academic/research positions/titles), NEW for period 2024 - 2027	Senate Legal Affairs Office																								x x	x						
13.5. Strengthening capacities of the UNSA EURAXESS SC, NEW for period 2024 - 2027	Research Support Office HR Office		,	x	x >	x x	х	x x	х	х	x	x x	x x	x	x x	x >	x	х	x	x x	x	x x	x	x	x x	x :	x x	x	x x	x	x x	х
14. Recruitment (Code)																																
14.1. Introduce common reporting template for selection committees	Human Resources Office&Quality Assurance Office																			х	x	x x										
15. Transparency (Code)																																
15.1. Inititate development of unified procedure for informing	Human Resources Office&Quality																															Т
candidates about the strengths and weaknesses of their applications.	Assurance Office																															
15.2. Analyse possibility of introducing e-recruitment system	Senate/UTIC/Human Resources Office																															
16. Judging merit (Code)																																
16.1. Enhance selection criteria with introduction of additional qualitative elements	Senate/Human Resources Office																															
17. Variations in the chronological order of CVs (Code)																																
17.1. Develop guidelines for adequately treating career breaks or variations in CVs	Senate/Human Resources Office																															\Box
18. Recognition of mobility experience (Code)																																
18.1. Develop guidelines for valuing mobility experience	Senate/International Relations							х х	х							, ,	x															
	Office/Human Resources Office/Quality							^ ^	^_							 ^ '	, ,															
19. Recognition of qualifications (Code)	Constalliuman Bos Offi IOT																															
19.1. Develop guidelines for assessment and evaluation of non- formal qualifications	Senate/Human Resources Office/Office for Teaching/Quality Assurance Office/Research Support Office																															
20. Seniority (Code)	ojjitely nesearen sapport ojjite																															
20.1. Promote lifelong professional development through LLL programs	Senate/Office for Teaching				,	x x	х							х	х х							х	х	х							х х	х
20.2. Develop criteria for assessment and evaluation of LLL programs	Senate/Office for Teaching									х	х	x						х	x :	(:	к х	х				
21. Postdoctoral appointments (Code)																																
	Senate/Research Support Office/Legal																															$\overline{}$
21.1. Analyse current practice and develop recommendations for promoting and valuing post-doctoral appointments	Affairs Office																															
21.2. Adoption of Rulebook on postdoctoral programme at the University of Sarajevo; NEW for period 2024 - 2027	Senate R&D Centre Research Support Office							x x	x	x	x	x x	x x	x	x x																	
22. Recognition of the profession																																
22.1. Revision of the Rules on III cycle of studying (completed in period 2019 - 2021)	Senate/Research Support Office/Legal Affairs Office																															
23. Research environment																																
23.1. Identify needs and requirements in terms of research infrastructure (completed in period 2019 - 2021)	Senate/Rectorate/Member institutions																															
23.2. Consider fund raising possibilities	Executive Board/Senate/Council of Science and Arts UNSA/Member				x >	x x	х	x x	x	x	x	х	x	x	x x	x >	х	x	x 2	()	x x	x	х	x x	x :	x x	x		x	x x	x
23.3. Establishement of UNSA research infrastructure/Equipment Register/OA Policy (NEW)	Senate/Member institutions/R&D center/UTIC			(x	x	x x	х	х х	х	х	x	x x	x x	x	x x	x	x x	x	x x	x x	x	x x	x	х	x x	x						
23.4. Development and Adoption of UNSA level regulation on intellectual Property Rights (NEW)	Senate/R&D Centre																															
23. 5. Adoption of the Policy on Open Research (Open Science), NEW for period 2024 - 2027	Senate Member-institutions				,	x x	х	х х	х	х	х	x x	x x	x	x x	x >	x x	x	x 2	x x	x	x x	x	x	x x	x :	x x	х	х х	x	х х	x
22 C Establishmant of the Tollow Tollow Tollow	R&D Centre Senate	+++									+							+ +		+		+	+					++		+++	_	+
23.6. Establishment of the Technology Transfer Office of the University of Sarajevo, NEW for period 2024 - 2027	Member-institutions R&D Centre																												x x	x		
	Senate																			\top												1
23.7. Planning UNSA research infrastructure development	Member-institutions R&D Centre				'	K X	х	х х	х	х	х	х х	х х	X	х х	x >	x	х	x 2	(X	x >	×	х	х	х х	x :	Х	х	х х	X	х х	×
24. Working conditions																																
24.1. Conduct periodical survey of employees on working conditions	Human Resources Office/Teaching Office /Research Support Office																															
24.2. Initiative for UNSA to be excluded from the Government Policy on suspension of employment in public institutions (NEW)	Senate/HR Office/Research Support Office/Teaching Support Office																															
24. 3 Initiative towards differentiation between resarch and teaching positions at the University (NEW)	Research Support Office/Teaching Support Office				,	x x	х							х	х х							х	х	х							х х	×
24. 4. Digitalisation of project proposal application process in	R&D Centre																															\top
order to provide support to researchers when applying for domestic and foreign funds, NEW for period 2024 - 2027	Research Support Office Member-institutions													x	x x																	
25. Stability and permanence of employment																																
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25.1. Perform comparative analysis on existing rules on																								
employment at the UNSA and the EU directive on Fixed-Term	Senate/Legal Affairs Office/Research Support Office																							
work (in connection to activity 12.1)	Support Office																							
26. Funding and salaries																								
26.1. Start the Initiative to increase salaries (completed in	UNSA Employees' Union/Financial																							
period 2019 - 2021)	department																							
27. Gender balance																								
27.1. Start initiative to introduce best woman researcher award (completed in period 2019 - 2021)	Scientific and Arts Council/Senate																							
(completed in period 2013 2021)	Gender Equality Council																							
27. 2. Promoting the role of women in science, NEW for period	R&D Centre																							
2024 - 2027	Research Support Office					x x	×																	
20. Company described and the company of the compan																								
28.1. Analyse possibilities of development of career																								
development strategy	Senate/Human Resources Office																							
28.2. Launch initiative towards establishment of Career	Vice-rector for teaching/Vice rector for																							
Development Centre (CDC), completed in period 2019 - 2021	research/Human Resources																							
	Office/Research Support Office																							
28. 3. Establishment and strengthening capacities of the UNSA	UNSA Staff Professional Development																							
Professional Development Office to support UNSA staff, NEW for period 2024 - 2027	Office																x x	×						
29. Value of mobility																								
29.1. Promote mobility for academic staff and researchers	International Relations Office&Research																							
(completed in period 2019 - 2021)	Support Office																							
30. Access to career advice																								
30.1. Set up an Information campaign on career advice	Research Support Office&PR Office																							
(completed in period 2019 - 2021)																								
31. Intellectual Property Rights	Publishing Office&Research Support																							
31.1. Initiate development of UNSA repository (completed in	Office&UTIC/Member institutions'																							
period 2019 - 2021)	libraries																							
31.2. Initiate preparation of the Contract Research and Advisory																								
Services Road Map for the UNSA (completed in period 2019 -	Rectorate /Research Support Office/R&D Centre/Legal Affairs Office	<i>'</i>																						
2021)																								
31.3. Establishment of UNSA Institutional Repositrory of PhD	Publishing Office/UNSA Library/Member institutions					x x		x x		x x	x x ,	x x		x x			x x	x x	x x	x x		x	. x x	, ,
thesis (NEW)	mstitutions					^ ^	_ ^ _	^ ^	_ ^ _ ^	_ ^ _ ^	_ ^ _ ^ ^	` ^ ^	^	^ ^	^ ^	^ ^	^ ^	^ _ ^	^ ^	^	^	`	^ ^	`
32. Co-authorship																								
32.1. Analyse and revise regulation to value co-authorship	Senate/Council of Science and Arts																							
(completed in period 2019 - 2021)	UNSA/Rectorate																							
33. Teaching																								
33.1. Start the initiative to introduce financial support for	Executive Bord/Senate/Finance Office																							
additional teaching load (completed in period 2019 - 2021)																								
34. Complains/ appeals																								
044 4 1 11111 6 1 1 1 1 6	0 1 /51/: 10 1/4 145																							
34.1. Analyse possibility of introducing ombudsman for	Senate/Ethical Council/Legal Affairs Office							x x	х					хх	х					хх	x			
researchers	Senate/Ethical Council/Legal Affairs Office							х х	х					х х	х					x x	х			
researchers 35. Participation in decision-making bodies								x x	х					x x	x					x x	х			
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40.1 Pilot Counselling (mentoring) system at UNSA member institutions	Senate/Vice-rector for research/Research Support Office/Vice-deans for research										
	legend.	completed in progress/extended	-		<u>-</u>			-			