



**NOVA
UNIVERZA**

**HR STRATEGY ACTION PLAN FOR RESEARCHERS FOR PURPOSES OF
IMPLEMENTING THE PRINCIPLES OF THE EUROPEAN CHARTER OF
RESEARCHERS AND CODE OF CONDUCT FOR THE RECRUITMENT OF
RESEARCHERS, AND RECOMMENDATIONS ON OPEN,
TRANSPARENT, AND MERIT-BASED RECRUITMENT PRACTICES
(OTM-R) FOR THE PERIOD
2022–2024**

1 UVOD

The goal of the New University (hereinafter: NU) is to develop excellence, and quality in all aspects. At New University, we are aware of the crucial importance of human resources, which is why in July 2021 we actively approached the implementation of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers¹ (hereinafter: Charter and Code). Analyzing the current situation and identifying gaps in the implementation of the 40 principles of the Charter and the Code, we have prepared the HR Strategy Action Plan for researchers, which we present below. The review of the realization of the action plan will be carried out at the end of the period, that is at the end of the calendar year 2024.

¹ https://euraxess.ec.europa.eu/sites/default/files/am509774cee_en_e4.pdf

2 ACTION PLAN

Subject			Measure	Indicator	The baseline value of the indicator in 2022	The target value of the indicator in 2024	Deadline
1.	Charter and Code - Principle 11: Evaluation/ appraisal systems	An evaluation system for research work.	A research evaluation system will be established, with which the professional work of researchers will be regularly and transparently evaluated by an independent committee.	A record of the rules of the evaluation system and the decision on the appointment of the evaluation committee.	At the New University, there is no written system for evaluating research work and no appointed committee.	Established system and appointed independent committee.	31. 9. 2023
2.	Charter and Code - Principle 12: Recruitment	Standards for the admission of researchers.	A record of the rules or standards for the admission of researchers.	Rules for the admission of researchers.	Currently, the rules are not written down.	Record and acceptance of rules for the admission of researchers.	31. 12. 2023
3.	Charter and Code - Principle 13: Recruitment (Code)	Establishment of a selection board and selection system for the recruitment of researchers.	As part of the recruitment rules, the candidate selection system is precisely determined. The selection committee is appointed each time a new researcher is sought.	A clear and written system for the selection of candidates for researchers.	The system is not written and accepted.	Adopted system.	30. 6. 2023
4.	Charter and Code – implementation of principles	Human Resources Commission.	Establishment of the Human Resources Co Commission.	Decision on the appointment of the Commission for Human Resources and annual	There is currently no appointed Human Resources	Appointment of the Human Resources Commission and	31. 9. 2023

			<p>Priorities of the Human Resources Committee:</p> <ul style="list-style-type: none"> - proposing measures to improve NU's personnel policy in exposed areas (foreigners, young mothers, fathers on parental leave...); - proposing measures to support the most successful researchers at NU; - proposing other measures in the field of human resources at NU. <p>The Commission informs and answers to the Board of Directors of New University about its work.</p>	reports on the work of the Commission for human resources.	Commission at NU.	establishment of its operation.	
5.	OTM-R	Websites.	Updating the content of the websites of the New University and its members by publishing information about open, transparent, and merit-based recruitment at the New University. The goal is to increase the information and legal security of employees	Publication of the Guidelines on open, transparent, and merit-based recruitment at the New University and the Action Plan of the personnel strategy for researchers.	There is no information published on the websites of the New University and its members about open, transparent, and merit-based recruitment.	Updated websites.	31. 1. 2023

			regarding the rights and duties of employment.				
6.	Charter and Code – Implementation of the Principles	Focus groups.	Within the annual interviews with employees, special attention is paid to focus groups with the aim of improving the information of the NU management about the challenges these groups face.	Conducting meetings and performance reports.	Annual interviews with employees are held at New University and its members.	Conducting meetings with focus groups as part of annual meetings with employees.	A constant task.
7.	OTM-R	Digital capture of the personnel data.	The establishment of a system for the organization of the capture and digitization of indicators from the field of human resources.	Information support for the continuous annual collection of statistics in the field of human resources. Publication relevant data on the website of the New University and its members (structure by gender, nationality, professional titles). Retention of electronic data capture for own staffing analysis.	There is no digital data capture system at NU.	Established system.	31. 12. 2023
8.	Charter and Code – Implementation of the Principles	Recruitment procedures.	Control over the implementation of recruitment procedures, so that the procedures are open, efficient,	Job postings with a broad description required skills and competencies to attract suitable	Currently, the control over recruitment procedures is carried out in	Established rules on process control. Appointed Human	30. 6. 2023

			<p>transparent, supportive, and internationally comparable, as well as adapted to the type of position indicated in the vacancy announcement.</p> <p>A continuous system of monitoring compliance with quality standards for open and transparent recruitment of researchers based on achievements.</p>	<p>applicants. A description of the working conditions and rights in the offer, including promotion opportunities.</p> <p>An adequately long time from the publication of the offer to the expiry of the deadline for submission of applicants' applications. Annually, the number of applications for the advertised position is checked by members and assessed reasons for possible low response.</p>	<p>the form of internal rules for the implementation of recruitment procedures at the New University.</p>	<p>Resources Commission.</p>	
9.	Charter and Code – Implementation of the Principles	Informing about open, transparent and on merit-based recruitment at the New University.	Employees at NU are informed of the adoption of the Guidelines on Open, Transparent, and Merit-Based Recruitment of Researchers at the New University.	Familiarizing employees with personnel policy and the recruitment process at New University and its members.	There is no notification system in place.	An established employee familiarization system.	31. 1. 2023
10.	OTM-R	Increasing mobility of Academic staff, administrative	To examine what proportion of researchers (R1-R4) and other employees are involved in	The number of mobilities.	Employees participate in international mobility. The	Increasing the number of mobilities.	31. 9. 2024

		staff, and researchers.	international mobility and what are the reasons why this proportion is not greater.		number is monitored as part of the annual self-evaluation of the New University.		
11.	Charter and Code - principle 27: Gender balance	Implementation of the principle of gender equality at the New University.	Analysis of the implementation of the action plan for equality of gender at the New University.	Number of performed measures from the gender equality action plan.	The Gender Equality Plan with the associated action plan has been adopted at the New University.	The measures envisaged by the Gender Equality Plan have been implemented.	31. 9. 2024
12.	OTM-R	Training regarding the possibility of international mobility for researchers and academic staff.	Training is organized for employees on the possibilities of international exchanges.	Number of performed educations.	At the New University training on the possibility of international mobility is held annually.	Implementation of training on the possibilities of international exchanges.	31. 8. 2023
13.	Charter and Code - Principle 28: Career development	Training for researchers.	Continuous implementation of training for researchers in the areas of research planning, research methodologies, research ethics and honesty, familiarization with valid	The number of conducted training.	The New University has already organized certain training for researchers.	Implementation of additional training intended for researchers.	Until the beginning of the academic year 2023/2024; 31. 9. 2023

			<p>codes and other regulations, upgrading of transferable skills of researchers that will benefit them in the continuation of their careers, and training regarding the protection of intellectual property rights.</p> <p>Objective: To define the need for additional skills of researchers according to global trends and to propose training.</p>				
14.	Charter and code - principle 18. Recognition of mobility experience (Code)	Adoption of the Mobility Evaluation Plan.	Establishment of a mobility evaluation system for employees of the New University and its members, for researchers, and for the academic staff of the New University.	Record of the mobility evaluation plan.	New University currently does not have a written mobility evaluation system for employees, researchers, and academic staff.	Record of the mobility evaluation system for employees, researchers, and the academic body of the New University.	31. 9. 2023
15.	Charter and Code - Principle 25: Stability and permanence of employment	Improving the stability of researchers' employment.	Ensure that non-permanent employment contracts do not undermine the work of researchers, and strive for	Number of employees researchers on projects, for fixed-term.	The New University strives for good working	The New University strives for good working	A constant task.

			improving the stability of employment conditions for researchers, while enforcing and respecting the principles and conditions set by the EU Directive on fixed-term work time.		conditions for researchers.	conditions for researchers.	
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