GAP Analysis (Charter and Code Checklist)

Case number: 2021PL603617

Name Organisation under review: University of Rzeszów

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GAP Analysis overview

The Charter and Code provides the basis for the Gap analysis. In order to aid cohesion, the 40 articles have been renumbered under the following headings. Please provide the outcome of your organisation's GAP analysis below. If your organisation currently does not fully meet the criteria, pleaselist whether national or organisational legislation may be limiting the Charter's implementation, initiatives that have already been taken to improve the situation or new proposals that could remedy the current situation. In order to help the organisation's recruitment strategy, a specific self-assessment checklist is provided for Open, Transparent and Merit-Based Recruitment.

European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: GAP analysis overview

- Status: to what extent does the organisation meet the following principles?
- Implementation (++, +/- , -/+, --):
 - ++ fully implemented
 - +/- almost but not fully implemented
 - -/+ partially implemented
 - insufficiently implemented
- GAP: In case of --, -/+, or +/-, please indicate the actual "gap" between the principle and the current practice in your organisation.
- Implementation impediments: If relevant, please list any national/regional legislation or organisational regulation currently impeding implementation

Initiatives undertaken/new proposals: If relevant, please list any initiatives that have already been taken to improve the situation and/or new proposals that could remedy the current situation.

	Status			
	Ethical and Professional Aspects	Implementation	GAP/Implementation impediments	Initiatives undertaken/new proposals
1	Research freedom	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning research freedom. Identified gap: Although no actual gaps have been identified, some improvement actions have been proposed, as the questionnaire responses indicated not full implementation of the principle.	New proposal: Development of the scientific policy of the University of Rzeszów consistent with the Development Strategy of the University of Rzeszów for 2021-2030 in the sphere of improving the freedom and quality of scientific and artistic activities. Additionally, the binding strategy is aimed at increasing the number of scientific disciplines evaluated at the University as well as development of cooperation between interdisciplinary research teams.
2	Ethical principles	++	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning ethical principles. Identified gap: The questionnaire responses indicate that the principle has been fully implemented. However, they also indicate, that the researchers are not aware of the Code of Ethics for Academic Teachers existing and binding at the University of Rzeszów since June 2020.	Initiative already undertaken: An obligation to get familiarized with the Code of Ethics for Academic Teachers has been included in the work regulations, whose modified version has been accepted by the Senate.
3	Professional responsibility	++	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning professional responsibility. Identified gap:	No initiatives necessary.

			The questionnaire responses indicate that the principle has been fully implemented.	
4	Professional attitude	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning professional attitude. However, some institutional regulations are missing. Identified gaps: Lack of current regulations on the principles of implementing scientific projects Lack regulations regarding the principles of circulation and archiving of documentation on research projects	New proposal: Preparation and development of regulations for the implementation of scientific projects financed from external sources as well as of the rules regulating administrative support for such projects. Initiatives already undertaken: The circulation of documents and matters related to the submission of scientific projects financed from external sources by research workers to the Department of Research and Projects of the University of Rzeszów has been regulated and so has been the collection and archiving of documentation on research projects and services in the UR Department of Research and Projects.
5	Contractual and legal obligations	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning contractual and legal obligations. Identified gap: - Necessity for training in the area of intellectual property rights, related rights and industrial property rights management as well as on commercialisation of research results principles.	Organising a series of trainings in the area of copyright, related rights and industrial property rights management as well as the principles of commercialization. Those will be organized by the University Technology Transfer Centre or conducted by an outsourcer.
6	Accountability	++	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning accountability. Identified gap:	Certain principles of accountability overlap with those of professional attitude, hence the same initiatives apply: New proposal: Preparation and development of regulations for the implementation of scientific projects financed from external sources as well as of the rules

			The questionnaire responses indicate that the principle has been fully implemented. However, certain principles of accountability overlap with those of professional attitude.	regulating administrative support for such projects. Initiative already undertaken: The circulation of documents and matters related to the submission of scientific projects financed from external sources by research workers to the Department of Research and Projects of the University of Rzeszów has been regulated and so has been the collection and archiving of documentation on research projects and services in the UR Department of Research and Projects.
7	Good practice in research	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning good practice in research. Identified gap: Although no actual gaps have been identified, some improvement actions have been proposed, as the questionnaire responses indicated not full implementation of the principle.	New proposal: Review of the documents functioning at the University of Rzeszów and supplementing any identified procedural shortcomings, in particular in the field of IT data protection and recovery.
8	Dissemination, exploitation of results	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning dissemination and exploitation of results. Identified gap: Some problems with updating information on the University website have been found. Some improvement actions have been proposed, as the questionnaire responses indicated not full implementation of the principle.	Initiatives already undertaken: Systematic updating of information on the website of the University of Rzeszów, of individual Colleges of the University, as well as continuous dissemination of information about the achievements of research workers in the media has been started and continues. Websites for individual researchers updated with the results of their research are yet to be launched. The process of activating and developing UR website in English has started.
9	Public engagement	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the	Initiatives already undertaken: The process of systematic updating of information on the website of the University of Rzeszów, of individual Colleges of the University, as well as continuous

			European Charter for Researchers concerning public engagement.	dissemination of information about the achievements of the UR researchers in the media has started.
			Identified gap: The questionnaire responses indicated partial implementation of the principle, hence certain improvements have to be introduced.	The process of activating and developing UR website in English has started. Increasing funds in the UR budget for promotion of science and scientists' achievements remains a new proposal.
10	Non discrimination	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning non-discrimination.	Initiative already undertaken: Information on the UR website on the issues of identification and counteracting mobbing, discrimination and corruption, and their effects has been included.
			Identified gap: The questionnaire responses indicated that the principle has not been fully implemented, hence certain actions aimed at improvement have to be taken.	
11	Evaluation/ appraisal systems	+/-	The analysis of the documents showed that neither national / regional legislation that impedes implementation of the principles of the European Charter for Researchers concerning evaluation/appraisal system. The organisational regulations concerning the present system of evaluation do not include all the principles indicated in the European Charter for Researchers concerning the evaluation/appraisal system.	Development of a new employee appraisal system, including publishing and patenting activity, research management, teaching / lecturer, research supervision, consulting, national or international cooperation, administrative duties, activities in the field of raising scientific awareness in society and mobility.
			Identified gap: The present employee appraisal system needs modification to include all the elements specified in the principles of the European Charter for Researchers concerning the evaluation/appraisal system	
			ems listed here correspond with the Charter and Co cruitment included in a separate section, which foc	ode. In addition, your organisation also needs to complete uses on the operationalization of these principles.

12	Recruitment	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Charter and Code have been implemented. Hence, certain improvements are necessary.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process.
13	Recruitment (Code)	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Hence, certain improvements are necessary.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process.
14	Selection (Code)	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has not been fully implemented. Hence, certain improvements are necessary.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers, particularly so in the scope of the competences of the members of the selection committees, are yet to be prepared.

15	Transparency (Code)	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has been only partially implemented, particularly so as far as information about the candidates' strengths and weaknesses are concerned. Hence, certain improvements are necessary.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process
16	Judging merit (Code)	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has not been fully implemented, particularly so as far as outstanding results within a diversified career path are concerned.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process.
17	Variations in the chronological order of CVs (Code)	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap:	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared.

			Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has been only partially implemented, particularly so as far as an evolution of the candidate's career is concerned.	Launching a recruitment system based on e-tools i in process.
18	Recognition of mobility experience (Code)	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has not been fully implemented, particularly so as far as recognition of mobility is concerned.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process.
19	Recognition of qualifications (Code)	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has been only partially implemented, particularly so as far as non-formal qualifications are concerned.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process.

20	Seniority (Code)	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has not been fully implemented, particularly so as far as the candidate achievements are concerned.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process.
21	Postdoctoral appointments (Code)	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles the Code of Conduct for Recruitment. Identified gap: Although the present UR recruitment procedures are consistent with the national and EU regulations, not all principles specified in the Code have been implemented. Also the questionnaire responses indicated that the principle has not been fully implemented, particularly so as far as appointments of postdoctoral researchers are concerned.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. Launching a recruitment system based on e-tools is in process. The position of the "research group leader" as a legitimation of the mentoring role for the best researchers at the University of Rzeszow has been established in the modified in September version of the Statute of the UR.
	Working Conditions and Social Security	Implementation	GAP/Implementation impediments	Initiatives undertaken/new proposals
22	Recognition of the profession	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning recognition of the profession.	New proposals: Development of the scientific policy of the University of Rzeszów. Review and modification of the regulations of the doctoral school of the University of Rzeszów.

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			Identified gap: The questionnaire responses, consultations and the review of the documentation indicate that the principle has not been fully implemented. Hence, certain improvements are necessary.	
23	Research environment	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning research environment.	New proposals: Development of the scientific policy of the University of Rzeszów Review and modification of the regulations of the doctoral school of the University of Rzeszów Regular reviewing the technical and scientific facilities
			Identified gap: The questionnaire responses, consultations and the review of the documentation indicate that the principle has not been fully implemented. Hence, certain improvements are necessary.	and equipment. Preparation of an annual report on their condition, as well as on possibilities of cooperation between researchers and on sharing the reviewed equipment.
24	Working conditions	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning working conditions. Identified gap: Although the organisational regulations seem to provide appropriate flexibility, tele-working, sabbatical, etc., the questionnaire responses indicate that the principle has not been fully implemented. Hence, certain improvements have to be considered.	New proposals: Revision of the binding organisational regulations Review and modification of the sabbatical leave and remote work policy of the University of Rzeszów.
25	Stability and permanence of employment	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning stability and permanence of employment.	New proposals: Development of the scientific policy of the University of Rzeszów Development of a new employee appraisal system, including clear promotion procedures.

			Identified gap: The questionnaire responses indicate that the principle has not been fully implemented. Hence, certain improvements are necessary.	
26	Funding and salaries	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning funding and salaries. Identified gap:	New proposals: Update of the ordinance regarding remuneration of employees of the University of Rzeszów for an above-average scientific activity.
			The questionnaire responses indicate that the principle has been partially implemented. Hence, certain improvements are necessary.	
27	Gender balance	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning gender balance. Identified gap: Although the organisational regulations do not discriminate anyone on the grounds of gender, the questionnaire responses indicate that the principle has not been fully implemented. Hence, certain improvements and revision of implementation of the existing regulations are necessary. At the moment the questionnaire was conducted there were no regulations concerning gender balance in selection committees in the recruitment process.	Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete guidelines for UR Colleges for conducting the recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared.
28	Career development	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning	New proposal: Development of the scientific policy of the University of Rzeszów Initiatives already undertaken: The UR OTM-R policy has been prepared and published, while complete
			career development.	guidelines for UR Colleges for conducting the

			Identified gap: The questionnaire responses indicate that the principle has not been fully implemented. Hence, certain improvements are necessary.	recruitment process for the positions of academic teachers in a manner consistent with the Code of Conduct for the recruitment of researchers are yet to be prepared. The position of the "research group leader" as a legitimation of the mentoring role for the best researchers at the University of Rzeszow has been established in the modified in September version of the Statute of the UR.
29	Value of mobility	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning the value of mobility. Identified gap: The questionnaire responses indicate that the principle has been partially implemented. Hence, recognition of employees' mobility should be recognised in the employee appraisal system.	New proposal: Development of a new employee appraisal system, including, among others, measurable effects geographical, intersectoral, inter- and transdisciplinary and virtual mobility as well as mobility between the public and private sector.
30	Access to career advice		The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning access to career advice. Identified gap: The questionnaire responses indicate that the principle has not been implemented. There is no clear career advice system at the UR.	New proposals: Introducing career counseling for researchers, also in the field of scientific advancement and promotion. Launching an online career counseling system.
31	Intellectual Property Rights	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning intellectual property rights.	New proposal: Launching a consultancy service in the scope of intellectual property protection using an online platform.

			Identified gap: The questionnaire responses indicate that the principle has been partially implemented. Hence, certain improvements are necessary.	
32	Co-authorship	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning co-authorship.	Initiative already undertaken: An obligation to get familiarized with the Code of Ethics for Academic Teachers has been included in the the work regulations, whose modified version has been accepted by the Senate
			Identified gap: The questionnaire responses indicate that the principle has not been fully implemented. However, the principles have been specified in the binding Code of Ethics for Academic Teachers.	
33	Teaching	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning teaching.	Initiative already undertaken: The principles of reducing the teaching load depending on scientific activity and the implementation of scientific projects have been updated.
			Identified gap: The questionnaire responses indicate that the principle has been partially implemented. Certain improvements are advisable.	
34	Complains/ appeals	-/+	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning complaints/appeals.	Initiative already undertaken: The Rector's Ordinance No. 5/2012 of January 30, 2012. on the organization of the submission, examination and settlement of complaints and petitions at the University of Rzeszów, including establishment of mediation and conflict resolution teams at the offices of colleges has been updated.
			Identified gap: The questionnaire responses indicate that the principle has been partially implemented.	

			Hongo cortain improvements are necessary	
-	D .::		Hence, certain improvements are necessary.	AL COLOR
35	Participation in decision-making	++	The analysis of the documents showed that	No initiatives necessary
	bodies		neither national / regional legislation nor	
			organisational regulations impede	
			implementation of the principles of the European Charter for Researchers concerning	
			participation in decision-making bodies.	
			No gaps identified.	
	Training and Development	Implementation	GAP/Implementation impediments	Initiatives undertaken/new proposals
36	Relation with supervisors	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning relations with supervisors.	New proposals: Developing a detailed system / rules for appointing the heads of departments, chairs or laboratories based on professional qualifications. Review and modification of the regulations of the doctoral school of the University of Rzeszów.
			Identified gap: The questionnaire responses indicate that the principle has not been fully implemented. Certain improvements are advisable.	Initiative already undertaken: The position of the "research group leader" as a legitimation of the mentoring role for the best researchers at the University of Rzeszow has been established in the modified in September version of the Statute of the UR.
37	Supervision and managerial duties	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning supervision and managerial duties. Identified gap: The questionnaire responses indicate that the principle has not been fully implemented.	New proposals: Developing a detailed system / rules for appointing the heads of departments, chairs or laboratories based on professional qualifications. Review and modification of the regulations of the doctoral school of the University of Rzeszów Development of the scientific policy of the University of Rzeszów
			Certain improvements are advisable.	
38	Continuing Professional Development	++	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning continuing professional development.	No initiatives necessary

			No gaps identified.	
39	Access to research training and continuous development	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning access to research training and continuous development.	Initiative already undertaken: The process of disseminating within UR colleges information on available training, grants and fundraising opportunities has been monitored and strengthened.
			Identified gap: The questionnaire responses indicate that the principle has not been fully implemented. Certain improvements are advisable.	
40	Supervision	+/-	The analysis of the documents showed that neither national / regional legislation nor organisational regulations impede implementation of the principles of the European Charter for Researchers concerning supervision.	New proposals: Review and modification of the regulations of the doctoral school of the University of Rzeszów Development of the scientific policy of the University of Rzeszów
			Identified gap: The questionnaire responses indicate that the principle has not been fully implemented. Certain improvements are advisable.	Developing an evaluation questionnaire for the supervisor / supervisor of a doctoral dissertation and implementing a system for receiving feedback from both doctoral students and their supervisors on the process of research supervision during the course of studies at UR doctoral school.