

## **GAP Analysis (Charter and Code Checklist)**

Case number: 2021RO668627

Name Organisation under review: Universitatea Transilvania din Brasov

Organisation's contact details: B-dul Eroilor nr.29, 500036 Brasov, Romania

Date endorsement charter and code: 07/08/2021

### **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, please list 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.

**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.

European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: GAP analysis overview			
Status: to what extent does this organisation meet the following principles?	Implementation: ++ +/- -/+ --	<b>GAP / Implementation impediments</b> In case of --, -/+, or +/-, please <b>indicate the actual “gap”</b> between the principle and the current practice in your organisation. If relevant, list any national/regional legislation or organisational regulation currently impeding implementation	Initiatives undertaken/new proposals
Ethical and Professional Aspects			
1. Research freedom	++	Academic freedom is a core institutional value, explicitly stated in the Charter of Transilvania University of Braşov (UNITBV). The teaching and research staff have the freedom to undertake research, to choose their research topics, to develop and submit research projects, to decide on the research programmes and competitions in which they participate. The research freedom for all staff is promoted by administrative structures with responsibilities in research management (Research Centres within the R&D Institute, the Project Management Office, the Scientific Council) and is supported by operational procedures.	<b>Current practice</b> UNITBV organizes training on research ethics for PhD students and young researchers. The regulations and procedures for doctoral theses include guidelines on research ethics, plagiarism avoidance and academic integrity. <b>Internal regulations</b> <ul style="list-style-type: none"> <li>Charter of Transilvania University of Braşov (Art. 8) <a href="https://www.unitbv.ro/documente/about/charter/Charter of Transilvania University of Brasov.pdf">https://www.unitbv.ro/documente/about/charter/Charter of Transilvania University of Brasov.pdf</a></li> <li>Commission of Academic Ethics and Deontology <a href="https://www.unitbv.ro/documente/about/regulations/Ethics/Regulament Comisia de etica 30.09.2020.pdf">https://www.unitbv.ro/documente/about/regulations/Ethics/Regulament Comisia de etica 30.09.2020.pdf</a></li> </ul>
2. Ethical principles	+/-	UNITBV is a comprehensive university in which researchers follow the recognized ethical practices and ethical principles appropriate to the fields in which they conduct research, in line with	<b>Current practice</b> UNITBV master and doctoral students take mandatory courses in ethics and academic integrity. The undergraduate students take mandatory courses in academic writing. All students and staff

		<p>the University Code of Ethics and Deontology, the Code of the Ethics for Research in Social Sciences &amp; Humanities and the standards of the Ethics Commission for Clinical Studies. Since 2021, in line with the Order of the Minister of Education No. 5255 / 10.09.2021, UNITBV has a dedicated strategy for preventing and combating plagiarism.</p> <p>Although documents stating ethics principles and guidelines for professional conduct are disseminated and available on the university website, there is a constant need for raising awareness, especially among researchers in their early-stage career.</p>	<p>(teaching and research) have access to dedicated software (Turnitin) to effectively detect and prevent plagiarism.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• University Charter and the Code of Ethics and Deontology <a href="https://www.unitbv.ro/documente/about/charter/Charter_of_Transilvania_University_of_Brasov.pdf">https://www.unitbv.ro/documente/about/charter/Charter_of_Transilvania_University_of_Brasov.pdf</a></li> <li>• Code of Ethics for Research in Social Sciences &amp; Humanities <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/Codul_de_etica_18.12.2019.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/Codul_de_etica_18.12.2019.pdf</a></li> <li>• Ethics Commission for Clinical Studies <a href="https://medicina.unitbv.ro/ro/despre/comisia-de-etica-a-cercetarii-stiintifice.html">https://medicina.unitbv.ro/ro/despre/comisia-de-etica-a-cercetarii-stiintifice.html</a></li> <li>• UNITBV Strategy for Preventing and Combating Plagiarism <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_39_08.12.2021_2.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_39_08.12.2021_2.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) Organizing awareness events for sharing best practices and discussing ethical related issues in fundamental and applied research.</p>
3. Professional responsibility	+/-	<p>Professional responsibility is a main principle stated by UNITBV's Code of Ethics and Deontology (Art. 11). All forms of plagiarism are strictly prohibited by the University Charter, by the Strategy for preventing and combating the plagiarism (in force since 2021), and by internal procedures related to research (including the</p>	<p><b>Current practice</b></p> <p>The Intellectual Property Office and the Business and Technological Incubator provide guidance and counselling to faculties and research centres on technological transfer, intellectual property rights and patents. Avoiding plagiarism is systematically taught at all levels of education (in Doctoral School, in master and bachelor studies), and all teaching and research staff have access to Turnitin software.</p>

		<p>Doctoral School processes, access to Turnitin software, clearance procedures of the ethics committees, etc.).</p> <p>The Intellectual Property Office advises and assists researchers for a thorough understanding of principles and regulations and for patenting the research results. However, there is a constant need for continuous training and awareness on topics related to professional responsibility, including plagiarism avoidance, relevance of the research topics, open science, etc.</p>	<p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• University Charter and the Code of Ethics and Deontology <a href="https://www.unitbv.ro/documente/about/charter/Charter_of_Transilvania_University_of_Brasov.pdf">https://www.unitbv.ro/documente/about/charter/Charter_of Transilvania University of Brasov.pdf</a></li> <li>• UNITBV Strategy for Preventing and Combating Plagiarism <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_39_08.12.2021_2.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA 39 08.12.2021 2.pdf</a></li> <li>• Regulations concerning UNITBV's Business and Technological Incubator <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/3.Regulament_Incubator.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/3. Regulament Incubator.pdf</a></li> <li>• Regulations concerning UNITBV's Intellectual Property Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/8.Regulamentul_de_organizare_si_functionare_a_Biroului_de_Proprietate_Intelectuala.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/8. Regulamentul de organizare si functionare a Biroului de Proprietate Intelectuala.pdf</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament studii doctorat postdoct en 21.11.2018.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Updating the internal regulations in line with international provisions in terms of professional responsibility, relevance of the research for communities and society and transfer of the research results to society.</li> <li>2) Supporting the mentors and tutors, including the doctoral supervisors, to promote professional responsibility by enhancing the relevance of the topic during meetings and training sessions and by</li> </ol>
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			providing links to relevant regulations and guidelines.
4. Professional attitude	+/-	<p>UNITBV's strategic goals governing internal research environment are stated by the Strategic Plan 2020 - 2024 and by the annual Operational Plans. The Project Management Office provides guidance and supervision in accessing and implementing research projects, grants, and research contracts with the industry. All administrative (including financial) implementation of the projects, grants and contracts are monitored by project officers, employees of the Project Management Office. There are two Quality Assurance procedures for grants monitoring, according to the financing body: (1) national (public and private organizations) and (2) international funders (public and private organizations).</p> <p>For all calls financed by the national funding agency for research, i.e., The Executive Agency for Higher Education, Research, and Innovation Funding - UEFISCDI and calls funded by the European Commission no internal approval is needed, if the financing rate is 100%. However, if co-financing is required there are internal approvals required, which might not be always very clear for project managers and principal investigators. In this respect, there is a need for periodical training sessions on steps for applications for grants and administrative or</p>	<p><b>Current practice</b> Information on major research calls (mostly calls of The Executive Agency for Higher Education, Research, and Innovation Funding - UEFISCDI and Horizon Europe calls) is disseminated by email to the entire academic community. Information on specific calls is disseminated by vice-deans for research and by research centres coordinators using email distribution lists. The Project Management Office provides technical counselling and support for drafting project proposals, including financial guidelines, approvals for co-financing and reporting rules. When major national calls are open, the Project Management Office organizes dedicated training sessions for proposals development.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Strategic Plan 2020-2024 and Operational Plans <a href="https://www.unitbv.ro/despre-unitbv/informatii-de-interes-public/transparenta-institutionala/planuri-strategice-si-operationale.html">https://www.unitbv.ro/despre-unitbv/informatii-de-interes-public/transparenta-institutionala/planuri-strategice-si-operationale.html</a></li> <li>• Regulations concerning UNITBV's Project Management Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6.Regulamentul_de_organizare_si_functionare_a_Biroului_de_Management_al_Proiectelor.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6.Regulamentul_de_organizare_si_functionare_a_Biroului_de_Management_al_Proiectelor.pdf</a></li> <li>• Quality Assurance procedures for research grants and contracts implementation (available on the intranet) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-de-baz%C4%83">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-de-baz%C4%83</a></li> </ul>

		<p>technical regulations (such as the overhead or indirect costs rate, co-financing, national and internal regulations on costs reimbursements, etc.).</p>	<p><b>Suggestions for improvement</b></p> <p>1) Periodical training sessions on technical and administrative aspects of research projects development (such as budget estimation, national and internal rules for researchers' salaries, reimbursement procedures for traveling, rate for indirect costs, etc.) organized by the Project Management Office</p> <p>2) Periodical training sessions on tools for identifying funding and the best calls - organized by the Project Management Office in partnership with the Research Centres Coordinators.</p>
5. Contractual and legal obligations	+/-	<p>In UNITBV the working contracts for researchers have two sources of financing: researchers financed by UNITBV (fixed-term and tenure contracts), and researchers funded by projects (fixed-term contracts). All researchers, regardless of the source of funding, have the same employment rights and obligations according to the Romanian Labour Regulations (Law No. 51/2003), National Law of Education (Law No. 1/2011), Law on the Status of Research and Development Personnel (Law No. 319/2003) and in line with internal regulations (General Internal Regulations). Researchers' tasks, duties and responsibilities are stipulated in their job descriptions, which reflect the expected results (according to grants/contracts/projects indicators or according to UNITBV's key performance indicators). The Intellectual Property Office provides support and training on IP topics.</p> <p>Most of the internal employment regulations are</p>	<p><b>Current practice:</b></p> <p>The researchers' contractual and legal obligations are stated by the employment contracts and by the job descriptions, which includes details on expected results (according to grants/contracts/projects if the financing is provided by projects budgeted or according to internal key performance indicators if the financing is provided by UNITBV). General employments rights and obligations are stated by the General Internal Regulations. The Intellectual Property Offices provides services and training on IP topics and counselling for patents submission to Romanian and European accredited bodies.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• General Internal Regulations <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/01a_Regulament_intern.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/01a_Regulament_intern.pdf</a></li> <li>• Regulations concerning UNITBV's Intellectual Property Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/8_Regulamentul_de_organizare_si_functionare_a_Biroului_de_Proprietate_Intelectuala.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/8_Regulamentul_de_organizare_si_functionare_a_Biroului_de_Proprietate_Intelectuala.pdf</a></li> </ul>

		in Romanian, English versions being needed for a proper induction of international researchers. The Intellectual Property Office services needs for a better dissemination among researchers.	<p><b>Suggestions for improvement</b></p> <p>1) English translation of the General Internal Regulations</p> <p>2) Direct information (by email) of the new employees on the services provided by the Intellectual Property Office.</p>
6. Accountability	+/-	<p>UNITBV operates according to national regulations for budgetary oversight of the public funding institutions. The budget and annual expenditures are public information, available in detail, on a national online platform and on the university website. All expenditures for research are subject of internal approvals and internal and/or external audits, in line with grants agreements or contractual provisions. All research results financed by public bodies (national or international) are available according to contractual provisions and intellectual property agreements (on the project website, repositories or using other channels).</p> <p>Although there are strict internal procedures regarding the financial management of the research budgets (irrespective of the source of funding), all researchers have to be aware that they bear social responsibility for using the allocated budgets efficiently.</p>	<p><b>Current practice</b></p> <p>The Project Management Office (PMO) assigns a project officer for each research project/contract/grant. All expenditures are subject to internal approvals, the PMO checking the eligibility of the expenditures according to the approved budget and the financing rules of the financing body. After the PMO approval, the Financial-Accounting Office verifies whether the expenditure complies with national legislation. Project implementation reports (both technical and financial), along with financial audits (internal or external) are submitted to the funding authorities as required in the contracts.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Regulations concerning UNITBV's Project Management Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6.Regulamentul%20de%20organizare%20si%20functionare%20a%20Biroului%20de%20Management%20al%20Proiectelor.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6.Regulamentul de organizare si functionare a Biroului de Management al Proiectelor.pdf</a></li> <li>Quality Assurance procedures for research grants and contracts implementation (available on the intranet) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-de-baz%C4%83">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-de-baz%C4%83</a></li> <li>Regulations concerning UNITBV's Internal Public Audit Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/servicii/42a_Regulament_audit_intern.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/servicii/42a_Regulament audit intern.pdf</a></li> </ul>

			<p><b>Suggestions for improvement</b></p> <p>1) Raising researchers' awareness by training sessions organized by the Project Management Office on their social responsibility for transparent and efficient financial management of the allocated budgets.</p>
7. Good practice in research	+/-	<p>UNITBV's Committee on Occupational Safety and Health provides internal guidelines and procedures for implementing safe working practices, in line with the national legislation. All researchers are trained by the Occupational Safety and Health Officers on specific measures regarding the safety working procedures.</p> <p>The General Data Protection Regulation (GDPR) is implemented according to national and international provisions. The IT Department is in charge of applying the GDPR provision for all personal data stored on digital devices.</p> <p>The backup strategies should be extended and revised to include all storage devices used for research. Currently, the backup services cover the data on servers managed by the IT Department, some local storage devices not being included. Furthermore, most of the internal documentation on occupational safety is in Romanian, English translation being needed.</p>	<p><b>Current practice</b></p> <p>UNITBV's Committee on Occupational Safety and Health supervises the implementation of the procedures regarding safe working conditions, employee's health and occupational risk assessment. The GDPR provisions are implemented by each organizational unit, according to the institutional regulations. The IT Department has a key role in the GDPR implementation and provides the security procedures and technical support for implementation.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Regulations concerning UNITBV's Committee on Occupational Safety and Health  <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/servicii/49a_Regulament_Comitet_securitate_in_munca.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/servicii/49a_Regulament_Comitet_securitate_in_munca.pdf</a></li> <li>Procedure on Monitoring the health of university employees (available on the intranet)  <a href="https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Supravegh_st_sanat/Proc_Supravegh_st_sanat_angajati_UNITBV_25febr2020.pdf">https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Supravegh_st_sanat/Proc_Supravegh_st_sanat_angajati_UNITBV_25febr2020.pdf</a></li> <li>Procedure on Occupational Risk Assessment (available on the intranet)  <a href="https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Proc_ev_risc_prof/Proc_Ev_riscuri_prof_20mai2015.pdf">https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Proc_ev_risc_prof/Proc_Ev_riscuri_prof_20mai2015.pdf</a></li> <li>UNITBV Regulation on the Protection of Individuals with Regard</li> </ul>



			<p>to the Processing of Personal Data and on the Free Movement of Such Data</p> <p><a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/Regulament_protectia_datelor_personale_1_3.05.2020.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/Regulament_protectia_datelor_personale_1_3.05.2020.pdf</a></p> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Extending the current system of research data backup for all local storage devices (located in Faculties or Departments).</li> <li>2) English translation of internal documentation on occupational safety.</li> </ol>
8. Dissemination, exploitation of results	+/-	<p>Disseminating the research results is a main responsibility of UNITBV's teachers and researchers. This activity is assessed as part of the annual individual performance appraisal, data being collected using an internal online platform. The assessment of the dissemination and exploitation of the research results promotes internal transparency (all reported data are available on the intranet and can be accessed by colleagues). The reported data include publications, conferences, events, patents, etc. UNITBV has several internal programmes to support and promote dissemination, including financial rewards for publications in top-ranked journals. All fees for publication in open access journals are supported by the university, as well as the traveling costs for attending international scientific events.</p>	<p><b>Current practice</b></p> <p>The research results are disseminated at scientific events (conferences, workshops, meetings, etc.) and published on the project website (if developed under the framework of a grant or project). Lists of projects, top publications and patents are available on the website, in the section "Research Outputs": <a href="https://www.unitbv.ro/en/research/research-outputs.html">https://www.unitbv.ro/en/research/research-outputs.html</a></p> <p>Internally, all research results are reported on a dedicated platform and are available for all staff. There are dedicated internal programmes to offer support (including of a financial nature) for dissemination (e.g., all staff benefit from dedicated grants for attending international scientific events and receive reimbursement of fees for publishing in open access journals).</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Internal programmes for supporting dissemination: Executive Board Decision No 11/2020 (paragraphs 8 and 10)</li> </ul> <p><a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-">https://www.unitbv.ro/documente/despre-unitbv/regulamente-</a></p>

		<p>Most of the grants and projects have dedicated websites hosted on the university's servers which present the research results. Dedicated procedures for commercial exploitation of the research results are in place.</p> <p>An aspect that needs a better development is the technological transfer, in particular the capitalization of patents in the industrial environment.</p>	<p><a href="#">hotarari/hotarari-consiliu-administratie/2020-2024/HCA_11_02.09.2020.pdf</a></p> <ul style="list-style-type: none"> <li>• Procedures on the exploitation of results resulted from research and technological development activities (available on the intranet)</li> </ul> <p><a href="https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Proc_Stabilirea_valorii_contabile/PS_Stabilirea_val_contabile_17nov2020_.pdf">https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Proc_Stabilirea_valorii_contabile/PS_Stabilirea_val_contabile_17nov2020_.pdf</a></p> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Better internal visibility of the support services provided by the Business and Technological Incubator and the Intellectual Property Office.</li> <li>2) Development of the dedicated section on the website that should include a step-by-step guide for companies.</li> </ol>
9. Public engagement	+/-	<p>The Rector's Strategy for 2020-2024 provides concrete objectives and actions for the dissemination and communication of research, innovation and educational activities.</p> <p>UNITBV's events are published on the university's website as well as disseminated by e-mail and by the monthly newsletter.</p> <p>However, dedicated events meant to foster the contact between the local community and researchers will improve the researchers' public engagement.</p>	<p><b>Current practice</b></p> <p>The Research and Development Institute hosts events, such as Researchers Night, open days for high schools, meetings with industry and public administration representatives. All scientific events are published on the university's website in Romanian and English <a href="https://www.unitbv.ro/en/research/scientific-events.html">https://www.unitbv.ro/en/research/scientific-events.html</a></p> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Organizing events by the Research and Development Institute aiming to the facilitate dialogue between citizens and researchers on chosen topics.</li> </ol>
10. Non discrimination	+/-	<p>In line with the University Charter and the Code of Ethics and Deontology no form of discrimination is allowed or encouraged at UNITBV. Various internal programmes aim to</p>	<p><b>Current practice</b></p> <p>Inclusiveness and non-discrimination are core values of UNITBV's academic life. There is no tolerance for discrimination of any form, as results from all internal regulations.</p>

		<p>support disadvantaged and vulnerable students and staff.</p> <p>There is a constant need for awareness raising on discrimination risks and for events to promote inclusiveness.</p>	<p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• University Charter and the Code of Ethics and Deontology <a href="https://www.unitbv.ro/documente/about/charter/Charter_of_Transilvania_University_of_Brasov.pdf">https://www.unitbv.ro/documente/about/charter/Charter_of_Transilvania_University_of_Brasov.pdf</a></li> <li>• Gender Equality Plan <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Planul_egalitatea_de_gen_engl_24.11.2021.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Planul_egalitatea_de_gen_engl_24.11.2021.pdf</a></li> <li>• Internal regulations for staff and students <a href="https://www.unitbv.ro/en/about-us/university-regulations.html">https://www.unitbv.ro/en/about-us/university-regulations.html</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) Organizing awareness raising events aiming to promote inclusiveness and non-discrimination.</p>
11. Evaluation/ appraisal systems	+/-	<p>The annual performance appraisal in research is based on key performance indicators approved each year by the University Senate (Indicators for Reporting the Scientific Research Activity). All staff report annually, on an internal online platform, the research results, all reported data being checked, validated and available to peers. According to career level there are minimum requirements to be fulfilled by teaching and research staff. However, most of indicator are quantitative, additional qualitative metrics being needed.</p>	<p><b>Current practice</b></p> <p>The annual evaluation of the research results is based on 47 key performance indicators (publications, grants, patents, awards, etc.) and is proposed by the Scientific Council, being approved by the Executive Board and by the University Senate. All researchers report online their results, which are discussed in department meetings. If the average score of the last three years is below the minimum score for the position, written measures have to be agreed on to support performance and enhance dissemination.</p> <p><b>Internal regulations</b></p> <p>Senate decision No. 25/2021 on Indicators for Reporting the Scientific Research Activity <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-senat/HS_nr_25_din_29.09.2021.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-senat/HS nr. 25 din 29.09.2021.pdf</a></p>

			<p><b>Suggestions for improvement</b></p> <p>1) Redesign of the annual evaluation indicators to include qualitative criteria and metrics.</p>
<p><b>Recruitment and Selection</b></p>			
<p>12. Recruitment</p>	<p>+/-</p>	<p>All positions (researchers and teaching staff with research duties) are filled in by open competition, applying UNITBV's internal regulations, drawn up in accordance with the national legislation and based on transparency, non-discrimination, equal opportunities and quality standards specific to the level of the vacant job.</p> <p>Following the national legislation (which provides autonomy for faculty and research centres in human resources policy), management actions at the central level of the university are limited, being partially compensated by management actions of a methodological nature.</p> <p>The HR Department and Research Centres carry out administrative activities related to the recruitment and the selection process for fixed-terms positions, while the Teaching Departments and the Research Centres manage the recruitment and selection for tenure contracts (any level).</p> <p>In research projects carried out through UNITBV, recruitment and selection procedures follow the requirements specified in the funding guidelines and are managed by the HR Department and the project manager.</p>	<p><b>Current practice</b></p> <p>The recruitment and selection process of UNITBV staff is differentiated according to the type of the vacant position:</p> <ul style="list-style-type: none"> <li>• for research and teaching staff (with compulsory research activity in the teaching core curriculum)</li> <li>• for non-teaching staff (technicians, laboratory staff, etc.) and other staff involved in support activities for research</li> <li>• for doctoral students and post-doctoral fellows</li> </ul> <p>Internal regulations and methodologies promote open, transparent and merit-based recruitment for all types of research jobs.</p> <p><b>National legislation</b></p> <ul style="list-style-type: none"> <li>• LEN 1/2011 - National Law of Education</li> <li>• HG 457/2012 - Government of Romania Decision regarding approval of the framework contest Methodology for filling vacant teaching and research positions in higher education</li> <li>• Law 319/2003 Research and development staff statute</li> <li>• HG 286/2011 Government of Romania Decision for the approval of the Framework Regulation on the establishment of the general principles for filling a vacant or temporarily vacant position corresponding to contractual positions and the criteria for promotion to the higher grades or professional levels of contractual staff in the budgetary sector paid from public funds.</li> </ul>

		<p>Most job ads and contest documentation are in Romanian, limiting applications for international applicants. The open positions are advertised on Euraxess for all project-based positions (funded by UEFISCDI, as mandatory contractual obligation) and occasionally for vacant positions funded by UNITBV.</p>	<p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research vacant positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Procedure on filling a vacant position for non-teaching staff (intranet access) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Updating internal regulations and methodologies to be in line with OTM-R policy.</li> <li>2) Translating administrative documents and procedures for researchers' recruiting process into English.</li> <li>3) Using European/international online platforms to advertise vacant positions.</li> </ol>
13. Recruitment (Code)	+/-	<p>According to the Romanian regulations, the advertisements for the vacant positions are published using various communication channels: the university website, Official Gazette of Romania, dedicated national platforms, national newspapers, Euraxess platform. However, although the requirements of the vacancy and transparency are met, the used communication channels (mandatory by law) are not entirely efficient. In addition, the ads for the vacant</p>	<p><b>Current practice</b></p> <p>According to the type of the vacant position (e.g., researcher with permanent contract, researcher with tenure contract, support staff for research) the following advertising channels are used: the university's website (<a href="https://www.unitbv.ro/despre-unitbv/cariera-si-posturi-vacante.html">https://www.unitbv.ro/despre-unitbv/cariera-si-posturi-vacante.html</a>), Official Gazette of Romania, dedicated national platforms (such as <a href="http://jobs.edu.ro/">http://jobs.edu.ro/</a> and <a href="https://jobs.research.gov.ro/">https://jobs.research.gov.ro/</a>), national newspapers, Euraxess platform, LinkedIn institutional account.</p>

		positions are published in a format (also imposed by law or national online platforms) which do not always enable a clear presentation of the working conditions and the career development prospects.	<p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research open positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Procedure on filling an open position for non-teaching staff (intranet access) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Using European/international online platforms to advertise vacant positions, including a clear presentation of the working conditions and the career development prospects.</li> <li>2) Using social media (LinkedIn institutional account) to advertise vacant researchers' positions.</li> </ol>
14. Selection (Code)	+/-	According to national and internal regulations, the selection committee members are appointed according to their expertise and are approved by the Executive Board and by the University Senate (for researchers with tenure contracts). The selection is conducted according to national regulations which impose specific practices and examination tests. No explicit requirements regarding the gender balance are included in internal regulations.	<p><b>Current practice</b></p> <p>The selection committee members are appointed considering their expertise, specific conditions being imposed by national regulations (e.g., for R4 positions, at least 3 out of 5 members should be external and all members should hold an R4 position or a teaching equivalent position). International members may be appointed, usually for R3 and R4 positions. The internal approval process of the selection committee includes approval of the faculty /research centre, followed by the approval of the Executive Board and, for tenure contract for R3 and R4, the approval of the University Senate. For R3 and R4 tenure contracts, the selection committee is published in the Official Gazette of Romania. Furthermore, for R3 and R4 positions,</p>

			<p>all the documents regarding the recruitment and selection (administrative documents and scientific dossiers of the candidates) are send to the National Council for Attesting Titles, Diplomas and Certificates (CNATDCU) for a final verification and approval. Selection of postdoctoral fellows is achieved by appointed panels of experts. Thus, for international postdoctoral researchers (beneficiaries of residential scholarships under the framework of the programme Transilvania Fellowship), the selection is performed by a selection committee appointed by the Scientific Council.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research open positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Procedure on filling an open position for non-teaching staff (intranet access) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf</a></li> <li>• Transilvania Fellowship for Young Researchers/Postdoctoral Research Information Package <a href="https://www.unitbv.ro/en/research/fellowships-and-scholarships.html">https://www.unitbv.ro/en/research/fellowships-and-scholarships.html</a></li> </ul> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Updating internal regulations and methodologies to address adequate gender balance in the selection committee.</li> <li>2) Provide formal and informal training for members of the selection</li> </ol>
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			panels.
15. Transparency (Code)	+/-	The ads for vacant positions comprise details on the recruitment process, the selection criteria and the number of available positions. As most of advertisements are published on national platforms, no detailed information referring to the career development prospects is included. After the selection process, the rejected candidates are informed on the committee decision and their grades, with possibility to appeal. Only the selected candidates receive in-depth feedback on their application, during the induction process.	<p><b>Current practice</b></p> <p>All recruitment advertisements specify details on the recruitment and selection process (including deadlines, documents to be submitted, selection criteria and the evaluation procedure, deadlines for results, appeal procedure, etc.). All the results are published on the university website (in the dedicated career section) and on the national platform (<a href="http://jobs.edu.ro/">http://jobs.edu.ro/</a>) for tenure contracts. All applicants have the right to appeal.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research vacant positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Procedure on filling a vacant position for non-teaching staff (intranet access) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf</a></li> <li>• Transilvania Fellowship for Young Researchers/Postdoctoral Research Information Package <a href="https://www.unitbv.ro/en/research/fellowships-and-scholarships.html">https://www.unitbv.ro/en/research/fellowships-and-scholarships.html</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) Updating internal regulations and methodologies to extend feedback for rejected candidates (where allowed by national</p>



			regulations) and to include information on career prospects in the selection advertorials.
16. Judging merit (Code)	+/+	UNITBV's selection criteria are in line with the national regulations, taking into consideration the candidates' whole range of experience. Quantitative evaluation criteria are used, as well as qualitative criteria that address the professional and personal qualities of the candidates.	<p><b>Current practice</b></p> <p>The selection criteria are based on merit, according to the level of the vacant position. Both bibliometric indices and qualitative criteria are used by the selection committee (including teaching, management of research, public awareness activities, patents, research funds, etc.).</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research open positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Procedure on filling a vacant position for non-teaching staff (intranet access) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf</a></li> <li>• Transilvania Fellowship for Young Researchers/Postdoctoral Research Information Package <a href="https://www.unitbv.ro/en/research/fellowships-and-scholarships.html">https://www.unitbv.ro/en/research/fellowships-and-scholarships.html</a></li> </ul>
17. Variations in the chronological order of CVs (Code)	+/+	Variations in candidates' professional activity are not penalized, as they prove the information in their CV with supporting documents (employment contracts, seniority certificates, decisions, etc.).	<p><b>Current practice</b></p> <p>The candidates' selection at UNITBV is based on merit, without penalizing career breaks or variations in the chronological order of CVs.</p>

			<p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research open positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Procedure on filling an open position for non-teaching staff (intranet access) <a href="https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport">https://intranet.unitbv.ro/Calitate/Documente-asigurarea-calit%C4%83%C8%9Bii/Documente-SMC/Procese-suport</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf</a></li> <li>• Transilvania Fellowship for Young Researchers/Postdoctoral Research Information Package <a href="https://www.unitbv.ro/en/research/fellowships-and-scholarships.html">https://www.unitbv.ro/en/research/fellowships-and-scholarships.html</a></li> </ul>
18. Recognition of mobility experience (Code)	+/+	Fostering the internationalization activities is a strategic priority for UNITBV, to stimulate participation of the university staff in international teaching and learning, scientific or educational events, as a premise for developing the international cooperation, improving the visibility of the university and enhancing quality.	<p><b>Current practice</b></p> <p>UNITBV offers financial support to the academic staff for annual participation in at least one scientific event abroad and finances international mobility for students and PhD candidates. Thus, mobility experience is seen as an asset in career development of teaching and research staff. Furthermore, teaching and training under the Erasmus+ framework is highly encouraged, being integrated in the academic life as a positive achievement in the candidates' experience.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• UNITBV Internationalization Strategy <a href="https://www.unitbv.ro/en/internationalization.html">https://www.unitbv.ro/en/internationalization.html</a></li> <li>• UNITBV scholarship for international mobility</li> </ul>

			<p><a href="https://intranet.unitbv.ro/Programe/Burse-%C8%99i-granturi">https://intranet.unitbv.ro/Programe/Burse-%C8%99i-granturi</a></p> <ul style="list-style-type: none"> <li>Scholarships for practice or research stages abroad for students or PhD students</li> </ul> <p><a href="https://unitbv.ro/programe-internationale">https://unitbv.ro/programe-internationale</a></p> <p><a href="https://unitbv.ro/cercetare/doctorat-postdoctorat-si-abilitare/doctoranzi/burse">https://unitbv.ro/cercetare/doctorat-postdoctorat-si-abilitare/doctoranzi/burse</a></p> <ul style="list-style-type: none"> <li>Erasmus for teaching staff</li> </ul> <p><a href="https://unitbv.ro/studenti/erasmus/erasmus-pentru-personalul-universitar.html">https://unitbv.ro/studenti/erasmus/erasmus-pentru-personalul-universitar.html</a></p>
19. Recognition of qualifications (Code)	+/-	<p>The professional qualification of the candidates are evaluated individually, according to the national legal framework. The evaluation criteria for career advancement take into account, for each scientific field, various scientific achievements, such as editor in journals, reviewer, keynote speaker at conferences, member in professional associations, other professional qualifications. These criteria are also considered scientific activity of the academic staff in the annual assessment.</p>	<p><b>Current practice</b></p> <p>The national legal framework and the national scientific standards provide the regulations for the recognition of qualifications. According to Order 5921, 5922 and 5923/2016, UNITBV recognizes the doctoral diploma and the doctoral degree in sciences or in a professional field, obtained abroad. In the process of selection, various qualifications relevant for the position are taken into account by the selection committee. The annual assessment of the academic staff activity is grounded, on a list of criteria included in a scientific research activity report which is discussed and approved each year by the university's Scientific Council and by the University Senate (Indicators for Reporting the Scientific Research Activity).</p> <p><b>National legislation</b></p> <ul style="list-style-type: none"> <li>Mandatory standards for academic positions in Romania</li> </ul> <p><a href="https://www.edu.ro/sites/default/files/anexa%20ordin%206.129_2016%20standarde%20minimale_0.pdf">https://www.edu.ro/sites/default/files/anexa%20ordin%206.129_2016%20standarde%20minimale_0.pdf</a></p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Equivalence / recognition of the advanced university training programme of the PhD students</li> </ul> <p><a href="https://www.unitbv.ro/documente/cercetare/doctorat-">https://www.unitbv.ro/documente/cercetare/doctorat-</a></p>

			<p><a href="#">postdoctorat/metodologii-rapoarte/v2/IS-4-Echivalare-recunoastere credite-v3-aprobata CSUD martie 2022.pdf</a></p> <ul style="list-style-type: none"> <li>Indicators for Reporting the Scientific Research Activity <a href="https://intranet.unitbv.ro/Cercetare/FRACS">https://intranet.unitbv.ro/Cercetare/FRACS</a> <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-senat/HS nr. 25 din 29.09.2021.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-senat/HS nr. 25 din 29.09.2021.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) Presentations on rules, procedures and standards governing the recognition of formal and non-formal qualifications within the context of international mobility</p>
20. Seniority (Code)	+/+	There is no age discrimination or requirements regarding the length of service for academic position, except for researcher positions, which is a national requirement. According to Law 319/2003 (Law on the Status of Research and Development Personnel) length of service is required (e.g., for R1 at least 2 years in higher education or research, for R2 at least 4 years in higher education or research, for R3 at least 8 years in higher education or research, for R4 at least 9 years in higher education or research).	<p><b>Current practice</b></p> <p>The retirement age for permanent teaching and research staff is 65, with the possibility of continuing their activity on condition of meeting the national and UNITBV Methodology for the maintenance of tenure in university teaching or research after reaching retirement age. In the researchers' selection process, the length of service is required by Law 319/2003, with different levels of professional experience in higher education or research according to the role/job profile.</p> <p><b>National legislation</b></p> <ul style="list-style-type: none"> <li>National Law of Education (Law No. 1/2011)</li> <li>Law on the Status of Research and Development Personnel (Law No. 319/2003)</li> </ul> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Methodology for the maintenance of tenure in university teaching or research after reaching retirement age approved by the UNITBV Senate on 27.09.2019.</li> </ul>

			<p><a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/angajati/Methodologie%20mentinere%20titular%2024.07.2020.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/angajati/Methodologie mentinere titular 24.07.2020.pdf</a></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research vacant positions</li> </ul> <p><a href="https://www.unitbv.ro/documente/about/regulations/General%20Regulations/Methodologia%20posturi%2025.02.2022%20engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General Regulations/Methodologia posturi 25.02.2022 engleza.pdf</a></p>
21. Postdoctoral appointments (Code)	+/+	<p>Postdoctoral researchers' appointments are performed based on clear rules, according to national and internal regulations. Duration of the work contract (for Romanian postdoctoral researchers) or the duration of the fellowships awarded (for international postdoctoral researchers) are stated by internal regulations and selection methodologies.</p>	<p><b>Current practice</b></p> <p>Postdoctoral researchers are selected according to UNITBV Regulations concerning doctoral and postdoctoral studies and according to the Methodology for admission to postdoctoral programs of advanced research. The minimum duration of the work contract is one year for postdoctoral researchers if salary is co-funded by UNITBV or may vary usually from 6 months to 2 years if the postdoc positions are funded from grants' budgets. The international postdoctoral fellowship has a minimum duration of two months and a maximum duration of one year.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://unitbv.ro/documente/about/regulations/students/Regulament%20studii%20doctorat%20postdoct%20en%2021.11.2018.pdf">https://unitbv.ro/documente/about/regulations/students/Regulament studii doctorat postdoct en 21.11.2018.pdf</a></li> <li>• Methodology for admission to postdoctoral programs of advanced research <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/HCA%2051%20din%2009.01.2019.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/HCA 51 din 09.01.2019.pdf</a></li> <li>• Transilvania Fellowship for Young Researchers/Postdoctoral Research Information Package</li> </ul>

			<a href="https://www.unitbv.ro/en/research/fellowships-and-scholarships.html">https://www.unitbv.ro/en/research/fellowships-and-scholarships.html</a>
<b>Working Conditions and Social Security</b>			
22. Recognition of the profession	+/+	The national standards recognize the profession of researcher. Research and teaching are the main types of activities of the academic profession, with equal recognition and professional status. PhD students have similar access to services and resources as the academic staff of UNITBV.	<p><b>Current practice</b></p> <p>All the university's researchers (from R1 to R4) are recognized as professionals and are considered active members of the academic community. Most of the internal regulations refer to both categories (i.e., teaching staff and research staff) with no differences other than those related to the job content. The PhD students have similar access to institutional resources (in terms of rights for access to IT services and internal rewards for research results).</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research vacant positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Regulations concerning doctoral and postdoctoral studies <a href="https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf">https://www.unitbv.ro/documente/about/regulations/students/Regulament_studii_doctorat_postdoct_en_21.11.2018.pdf</a></li> </ul>
23. Research environment	+/-	The National and international regulations on health and safety at the workplace are respected. UNITBV has a Research and Development Institute representing the main venue for research, experimentation and testing. UNITBV provides the necessary research infrastructure. However, there is a permanent need for training as well as updating and developing the research	<p><b>Current practice</b></p> <p>Transilvania University of Braşov is the only university in Romania that has built its own multidisciplinary research institute. At the time of its completion, in 2013, the University's Research and Development Institute was the largest investment in research infrastructure undertaken by a Romanian university by attracting European funds. <a href="https://icdt.unitbv.ro/en/about-us.html">https://icdt.unitbv.ro/en/about-us.html</a></p>

		<p>infrastructure.</p>	<p>The Research Institute offers a space for research, experimentation and testing outside the university buildings and university campus. The 11 Institute buildings, which currently host 30 research centres, have high energy autonomy and benefit from a modern and complex research infrastructure consisting of integrated high-tech lines for advanced research into sustainable development.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Regulations for the functioning of the Research and Development Institute of Transilvania University of Brasov <a href="https://unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/13.Regulamentul_de_organizare_si_functionare_a_Institutului_de_Cercetare-Dezvoltare_al_UTBV_17.05.2016.pdf">https://unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/13.Regulamentul_de_organizare_si_functionare_a_Institutului_de_Cercetare-Dezvoltare_al_UTBV_17.05.2016.pdf</a></li> <li>• Internal regulations on occupational health and safety, supervision of the health of university employees (intranet access): <a href="https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Supravegh_st_sanat/Proc_Supravegh_st_sanat_angajati_UNITBV_25febr2020.pdf">https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Supravegh_st_sanat/Proc_Supravegh_st_sanat_angajati_UNITBV_25febr2020.pdf</a></li> <li>• Procedure on occupational risk assessment (intranet access) <a href="https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Proc_ev_risc_prof/Proc_Ev_riscuri_prof_20mai2015.pdf">https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Proc_ev_risc_prof/Proc_Ev_riscuri_prof_20mai2015.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <ol style="list-style-type: none"> <li>1) Periodical training for professional development of researcher should be provided by the Research Centres within the Research and Development Institute, according to identified needs</li> <li>2) Institutional investments for developing the R&amp;D research infrastructure (as, for example applying for funds under the national</li> </ol>
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			dedicated calls).
24. Working conditions	+/-	Collective and individual labour contracts regulate the research activity within UNITBV. The employees' working hours and conditions are established by Internal Regulations published on the UNITBV website. The teleworking/remote working and home working conditions are not clearly communicated to all employees yet, after the cancellation of the national and internal regulations which were in place during the restrictions caused by Covid-19 pandemic.	<p><b>Current practice</b></p> <p>The working contracts of UNITBV's researchers might be full time or part time, with fixed working hours or flexible working hours (mostly in grants or contracts). All academic staff has access to research infrastructure, scientific resources (databases, e-books), IT services (Moodle e-learning platform and video conference; drive for file sharing and transfer, access to software and subscriptions for research purposes, etc.).</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• The university regulations <a href="https://unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/01a_Regulament_intern.pdf">https://unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/01a_Regulament_intern.pdf</a></li> <li>• access to scientific literature <a href="https://www.unitbv.ro/biblioteca">https://www.unitbv.ro/biblioteca</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) Develop and communicate internal regulations on teleworking/remote working and home working conditions more clearly.</p>
25. Stability and permanence of employment	+/+	Staff turnover at UNITBV is low. The national legislation is obeyed for all the employees, and access to different academic positions is granted through public selection procedures.	<p><b>Current practice</b></p> <p>In UNITBV the working contracts for researchers might be fixed term and tenure contracts. All researchers, regardless of type of contract have the same employment rights and obligations according to the Romanian Labour Regulations (Law No. 51/2003), National Law of</p>



			<p>Education (Law No. 1/2011), Law on the Status of Research and Development Personnel (Law No. 319/2003) and in line with the internal regulations (General Internal Regulations). UNITBV informs the fixed-term employees on available permanent jobs and supports their applications to enhance stability of employment conditions.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research vacant positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• General Internal Regulations <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/01a_Regulament_intern.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/01a_Regulament_intern.pdf</a></li> </ul>
26. Funding and salaries	+/+	<p>Remuneration of UNITBV's employees is regulated by the national legislation. Employment contracts for projects comply with the national regulations and the specific provisions of grants.</p>	<p><b>Current practice</b></p> <p>There are different types of incentives for the teaching and research staff financed by UNITBV, according to the performances of each employee:</p> <ul style="list-style-type: none"> <li>- monthly increase of the basic salary for one year based on the number and type of publications;</li> <li>- monthly increase of the basic salary for one year for project managers who obtained at least 80% of the maximum score of the grants competition;</li> <li>- additional remuneration of the activity in grants and research projects;</li> <li>- amounts for expenses related to the research activity;</li> <li>- reimbursement of expenses for participation in international conferences;</li> <li>- payment of fees for publishing articles in ISI WoS (Clarivate</li> </ul>

			<p>Analytics) listed journals.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Internal regulations for stimulating research performances at UNITBV  <a href="https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Alte documente/Criterii perform activ did cercet HCA 63 11sept 2019.pdf">https://intranet.unitbv.ro/Portals/0/Doc%20SMC/Alte documente/Criterii perform activ did cercet HCA 63 11sept 2019.pdf</a></li> <li>Remuneration of teaching and research staff  <a href="https://unitbv.ro/despre-unitbv/informatii-de-interes-public/remunerarea-personalului-didactic-si-de-cercetare.html">https://unitbv.ro/despre-unitbv/informatii-de-interes-public/remunerarea-personalului-didactic-si-de-cercetare.html</a></li> </ul>
27. Gender balance	+/-	<p>Gender balance is a strategic priority for UNITBV, according to the Gender Equality Plan. Gender is not an evaluation criterion, and no gender discrimination occurs during recruitment and selection. According to the Plan, specific actions and measures are planned for 2021-2024 to promote, support and monitor actions for gender equality.</p>	<p>UNITBV promotes, supports and monitors gender equality in scientific research and academic life in general, according to national and European values and principles. Significant differences are recorded in the gender distribution by scientific domain, with a lower number of women in engineering, as compared to the fields of social sciences and humanities. The representation of women in the management structures is balanced, four of the five vice-rectors of the university and five of the 18 deans are women. According to the Gender Equality Plan, strategic objectives and specific actions are planned for 2021-2024 so as to raise awareness and to promote a culture that integrates a gender perspective in UNITBV's academic life.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Gender Equality Plan in Transilvania University of Braşov  <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Planul_egalitatea_de_gen_engl_24.11.2021.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Planul_egalitatea_de_gen_engl_24.11.2021.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) Inclusion of gender equality issues in training, internships, events</p>

			dedicated to research staff. Organizing events, information sessions and debates on institutional policies to encourage and sustain the work-life balance. Inclusion of gender equality issues in the content of research projects, grants and contracts and promoting an equal number of women and men in the project teams.
28. Career development	+/-	UNITBV organizes periodical training and career development events, but there is no formal career development policy for the researchers' career development process.	<p><b>Current practice</b></p> <p>UNITBV promotes the professional development of its employees by offering training and career events, by stimulating staff participation in mobilities, training and scientific events.</p> <p>UNITBV has also structures meant to sustain the researchers' work and the successful implementation of their projects/ grant as well as counselling services concerning the writing process and the implementation of projects. UNITBV also proposes internal programmes and scholarships to stimulate career development of young researchers. The Career Counselling Centre of UNITBV offers counselling activities for students (including PhD students) at request.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Regulations concerning UNITBV's Project Management Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6.Regulamentul%20de%20organizare%20si%20functionare%20a%20Biroului%20de%20Management%20al%20Proiectelor.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6. Regulamentul de organizare si functionare a Biroului de Management al Proiectelor.pdf</a></li> <li>• Regulation concerning UNITBV's Career Counselling Centre <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/Regulament%20CICOC.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/Regulament CICOC.pdf</a></li> </ul>

			<p><b>Suggestions for improvement</b></p> <p>1) Developing the career development policy for researchers.</p>
29. Value of mobility	+/+	<p>International mobilities are highly encouraged for the PhD students and the academic staff of Transilvania University of Brasov, with a particular focus on Erasmus+ mobilities, participation in conferences, and international scientific events, training or other activities undertaken abroad or in international teams.</p>	<p><b>Current practice</b></p> <p>UNITBV participates in ERASMUS+ programme and the EEA Grants programme (which supports teacher and student exchanges between Romania, Norway, Iceland and Liechtenstein). The University offers grants of mobility for academic staff to international research organizations or international research training and scholarships for research abroad.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• UNITBV Internationalization Strategy <a href="https://www.unitbv.ro/en/internationalization.html">https://www.unitbv.ro/en/internationalization.html</a></li> <li>• UNITBV scholarship for international mobility for staff <a href="https://unitbv.ro/cercetare/rezultatele-cercetarii/burse-si-granturi-unitbv/burse-acordate-de-unitbv/bursa-pentru-mobilitati-internationale">https://unitbv.ro/cercetare/rezultatele-cercetarii/burse-si-granturi-unitbv/burse-acordate-de-unitbv/bursa-pentru-mobilitati-internationale</a></li> <li>• Scholarships for research abroad for PhD students <a href="https://www.unitbv.ro/cercetare/doctorat-postdoctorat-si-abilitare/doctoranzi/burse">https://www.unitbv.ro/cercetare/doctorat-postdoctorat-si-abilitare/doctoranzi/burse</a></li> <li>• Procedure for granting ERASMUS+ mobility to UNITBV staff <a href="https://unitbv.ro/studenti/erasmus/erasmus-pentru-personalul-universitar.html">https://unitbv.ro/studenti/erasmus/erasmus-pentru-personalul-universitar.html</a></li> </ul>
30. Access to career advice	+/-	<p>Career advice is offered through the Career Counselling Centre, along with information provided by the International Office on scholarships and open position within UNITBV's partner institutions or funded under the framework of Romanian cooperation with foreign</p>	<p><b>Current practice</b></p> <p>The dean of each faculty, the vice-dean for research and the Research Centres Coordinators are in charge of providing career advice regarding the research opportunities and career paths. The rectorate, through its specialized centres, offers information about career opportunities, scholarships, fellowships, open positions and</p>

		<p>countries. However, there is no formal career development policy for the researchers' career.</p>	<p>grants or other programmes meant to stimulate professional development.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Regulations concerning UNITBV's Project Management Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6.Regulamentul.de.organizare.si.functionare.a.Biroului.de.Management.al.Proiectelor.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/6.Regulamentul.de.organizare.si.functionare.a.Biroului.de.Management.al.Proiectelor.pdf</a></li> <li>Regulation concerning UNITBV's Career Counselling Centre <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/Regulament.CICOC.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/Regulament.CICOC.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) Developing the career development policy for researchers.</p>
31. Intellectual Property Rights	+/-	<p>UNITBV supports the protection of intellectual property rights by guidance and assistance offered to researchers through the Intellectual Property Office. Most of the internal regulations on IPR are in Romanian, English versions being needed for a proper induction of international researchers. The Intellectual Property Offices services needs a better dissemination among researchers.</p>	<p><b>Current practice</b></p> <p>The Intellectual Property Office within Transilvania University of Brasov is a specialized support structure with responsibilities in the field of intellectual property. The Office provides guidelines and support for patents and other forms of IPR at request.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Regulations concerning UNITBV's Intellectual Property Office <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/8.Regulamentul.de.organizare.si.functionare.a.Biroului.de.Proprietate.Intelectuala.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/structuri-suport/8.Regulamentul.de.organizare.si.functionare.a.Biroului.de.Proprietate.Intelectuala.pdf</a></li> </ul> <p><b>Suggestions for improvement</b></p> <p>1) English translation of the IPR procedures.</p>

			2) Direct information (by email) provided to the new employees on the services provided by the Intellectual Property Office.
32. Co-authorship	+/+	Co-authorship is taken into consideration as evaluation criterion for research results in each academic field. The order of the authors and the status of main author differ from field to field (first author, corresponding author, last author, etc.)	<p><b>Current practice</b> Co-authorship is decided by each team of authors depending on the amount of work and contribution to a research output. The authorship list and order are agreed among all authors, including the role of corresponding author. It is the responsibility of the corresponding author to reach consensus with all co-authors regarding all aspects of the article including the authorship order, without any institutional constraints on this aspect.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Senate decision No. 25/2021 on Indicators for Reporting the Scientific Research Activity <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-senat/HS_nr_25_din_29.09.2021.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-senat/HS_nr_25_din_29.09.2021.pdf</a></li> <li>• Code of Ethics for Research in Social Sciences &amp; Humanities <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/Codul_de_etica_18.12.2019.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/Codul_de_etica_18.12.2019.pdf</a></li> <li>• Ethics Commission for Clinical Studies <a href="https://medicina.unitbv.ro/ro/despre/comisia-de-etica-a-cercetarii-stiintifice.html">https://medicina.unitbv.ro/ro/despre/comisia-de-etica-a-cercetarii-stiintifice.html</a></li> </ul>
33. Teaching	+/+	The development of teaching skills of the academic staff is an important aspect of the academic life at UNITBV. The Department of Teacher Training is a structure of UNITBV involved in this process. Researchers may be involved in teaching activities depending on their working	<p><b>Current practice</b> UNITBV supports the development of the teaching skills through the Department of Teacher Training. The Department of Teaching Training is an academic structure within the Faculty of Psychology and Educational Sciences. It organizes and conducts psychopedagogical training programmes for the teaching profession,</p>

		<p>contract (funded by UNITBV or funded by grants). Starting 2022 all researchers holding permanent jobs may be exempted from teaching duties if they have good publication records in the last three years.</p>	<p>including two levels, level I to prepare graduates who have the right to hold teaching positions in pre-school, primary and secondary education, and level II prepares graduates who are certified to hold teaching positions in high school, post-high school and university education.</p> <p><a href="https://didactic.unitbv.ro/departamentul-pentru-pregatirea-personalului-didactic">https://didactic.unitbv.ro/departamentul-pentru-pregatirea-personalului-didactic</a></p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research open positions <a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></li> <li>• Methodology for the organization of psycho-pedagogical training programmes for the certification of competences for the teaching profession in UNITBV <a href="https://didactic.unitbv.ro/departamentul-pentru-pregatirea-personalului-didactic">https://didactic.unitbv.ro/departamentul-pentru-pregatirea-personalului-didactic</a></li> <li>• Executive Board Decision on exempting full-time researchers with permanent positions and good publication records from teaching duties No. 47/2022 (para. 2) <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_47_31.05.2022_.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_47_31.05.2022_.pdf</a></li> </ul>
34. Complains/ appeals	+/+	<p>Complaints are solved in compliance with internal methodologies and regulations, with a key role played by the Commission of Academic Ethics and Deontology.</p>	<p><b>Current practice</b></p> <p>Complaints about ethical issues are solved by the Commission of Academic Ethics and Deontology. Other conflicts/complaints might be addressed to the faculties' Disciplinary Committees. For doctoral students there is a mediation procedure when disputes or conflicts with supervisors may arise.</p>

			<p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Regulation concerning the Commission of Academic Ethics and Deontology <a href="https://www.unitbv.ro/documente/about/regulations/Ethics/Regulament Comisia de etica 30.09.2020.pdf">https://www.unitbv.ro/documente/about/regulations/Ethics/Regulament Comisia de etica 30.09.2020.pdf</a></li> <li>• Regulation concerning the Commissions for the analysis of misconduct <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/Regulament comisii de analiza 29.09.2021.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/Regulament comisii de analiza 29.09.2021.pdf</a></li> <li>• Procedure on mediation and conflicts resolution during doctoral studies <a href="https://www.unitbv.ro/documente/cercetare/doctorat-postdoctorat/metodologii-rapoarte/v2/IS-3-Mediere conflicte-v2.pdf">https://www.unitbv.ro/documente/cercetare/doctorat-postdoctorat/metodologii-rapoarte/v2/IS-3-Mediere conflicte-v2.pdf</a></li> </ul>
35. Participation in decision-making bodies	+/+	The academic staff, including researchers and PhD students are represented in the University's decision-making bodies (e.g., Board of Research and Development Institute, the Scientific Council, Senate, Council of the Interdisciplinary Doctoral School, etc.)	<p><b>Current practice</b></p> <p>Researchers within UNITBV have the same rights to be elected or nominated in decision-making bodies as the teaching staff. Thus, researchers are members in the Board of Research and Development Institute, in the Scientific Council, in the University's Senate. In the case of the PhD students, 4 places out of 16 are dedicated to elected PhD students in the Council of the Interdisciplinary Doctoral School.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Charter of Transilvania University of Braşov <a href="https://www.unitbv.ro/documente/about/charter/Charter of Transilvania University of Brasov.pdf">https://www.unitbv.ro/documente/about/charter/Charter of Transilvania University of Brasov.pdf</a></li> <li>• Regulation of the Senate Committees</li> </ul>



			<p><a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/regulament_comisii.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/generale/regulament_comisii.pdf</a></p> <ul style="list-style-type: none"> <li>Regulations for the operation of the Research and Development Institute of Transilvania University of Brasov</li> </ul> <p><a href="https://unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/13_Regulamentul_de_organizare_si_functi_onare_a_Institutului_de_Cercetare-Dezvoltare_al_UTBV_17.05.2016.pdf">https://unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/cercetare/13. Regulamentul de organizare si functi onare a Institutului de Cercetare-Dezvoltare al UTBV 17.05.2016.pdf</a></p> <ul style="list-style-type: none"> <li>Methodology of organization and conduct of elections at Transilvania University of Brasov</li> </ul> <p><a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/alegeri/Metodologia_alegeri_15_03_2019.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/alegeri/Metodologia_alegeri_15_03_2019.pdf</a></p> <ul style="list-style-type: none"> <li>Methodology regarding the election of the members of the Council of the Interdisciplinary Doctoral School</li> </ul> <p><a href="https://www.unitbv.ro/documente/cercetare/doctorat-postdoctorat/metodologii-rapoarte/Metodologia_alegeri_membri_C-SDI_26.05.2021.pdf">https://www.unitbv.ro/documente/cercetare/doctorat-postdoctorat/metodologii-rapoarte/Metodologia_alegeri_membri_C-SDI_26.05.2021.pdf</a></p>
<b>Training and Development</b>			
36. Relation with supervisors	+/+	<p>Doctoral students receive guidance and feedback from the supervisor and the advisory committee, as stated in the regulations of the Interdisciplinary Doctoral School. They also present reports and receive regular feedback on their work and advancements. Early-stage researchers present regular reports to</p>	<p><b>Current practice</b></p> <p>A doctoral supervisor can simultaneously guide maximum 8 doctoral students, who are in various stages of doctoral studies. All PhD students present regular reports and receive feedback and guidance from the supervision and advisory committee. Researchers funded by grants/contracts present progress reports to project managers, while researchers funded by UNITBV present</p>

		committees and research groups of the Research and Development Institute.	<p>reports to committees and research groups of the Research and Development Institute.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>Regulations of the Interdisciplinary Doctoral School <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/studenti/Regulament%20ul%20scolii%20doctorale%2019.07.2017.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/regulamentele-universitatii/studenti/Regulament ul scolii doctorale 19.07.2017.pdf</a></li> <li>Methodologies and procedures for PhD students <a href="https://www.unitbv.ro/cercetare/doctorat-postdoctorat-si-abilitare/despre-scoala-doctorala/metodologii-contracte-si-rapoarte/metodologii">https://www.unitbv.ro/cercetare/doctorat-postdoctorat-si-abilitare/despre-scoala-doctorala/metodologii-contracte-si-rapoarte/metodologii</a></li> <li>Executive Board Decision on researchers' progress reports No. 47/2022 (para. 2) <a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_47_31.05.2022_.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA 47 31.05.2022 .pdf</a></li> </ul>
37. Supervision and managerial duties	+/-	Senior researchers are supported to develop their mentoring and tutoring skills and dividing their time to perform efficiently multi-faced tasks and duties: supervision for junior researchers, project managers, leaders, career advisors. However, there is a continuous need to improve senior researchers' competences to provide personalized and efficient mentoring and to develop their leadership.	<p><b>Current practice</b></p> <p>UNITBV's senior researchers assume multi-faceted roles as supervisors, project managers, leaders, career advisors. Most of these roles are regulated by dedicated procedures and internal regulations, while some are based on the researchers' work experience and expertise.</p> <p><b>Suggestions for improvement</b></p> <p>1) Development of training programmes and course packages dedicated to senior researchers for developing leadership skills (such as time management, leading by objectives, inspiring, and enhancing teams' creativity).</p>

38. Continuing Professional Development	+/-	<p>There is a constant concern to develop researchers' skills and competences to ensure success and performance in their career. Although UNITBV runs continuous training programmes, participation in continuous training activities is usually decided on an individual basis and is not part of a department/research centre training programme.</p>	<p>There are various internal programmes for researchers to participate in training and improve their skills, including workshops, seminars, conferences, other events (online or onsite, national, or international).</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Internal programmes for supporting continuous skills improvement - Executive Board Decision No. 11/2020 (para. 8 and 10)</li> </ul> <p><a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_11_02.09.2020.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_11_02.09.2020.pdf</a></p> <p><b>Suggestions for improvement</b></p> <p>1) Formal training programmes for researchers developed by department/research centres.</p>
39. Access to research training and continuous development	+/-	<p>Researchers can participate in multiple training career development programmes funded by university, national and international funds. Participation in mobility for training, conferences, workshops, meetings, using research infrastructure, etc. is encouraged and financed by UNITBV.</p> <p>Participation in continuous training activities is usually decided on an individual basis after self-assessment and is not part of a department/research centre training programme.</p>	<p><b>Current practice</b></p> <p>UNITBV runs programmes to stimulate continuous development. During the selection procedure for R3 and R4 positions, a career plan that includes continuous training activities is required.</p> <p><b>Internal regulations</b></p> <ul style="list-style-type: none"> <li>• Internal programmes for supporting continuous skills improvement - Executive Board Decision No. 11/2020 (para. 8 and 10)</li> </ul> <p><a href="https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_11_02.09.2020.pdf">https://www.unitbv.ro/documente/despre-unitbv/regulamente-hotarari/hotarari-consiliu-administratie/2020-2024/HCA_11_02.09.2020.pdf</a></p> <ul style="list-style-type: none"> <li>• Methodology on filling the teaching and research vacant positions</li> </ul>

			<p><a href="https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf">https://www.unitbv.ro/documente/about/regulations/General_Regulations/Metodologia_posturi_25.02.2022_engleza.pdf</a></p> <p><b>Suggestions for improvement</b> 1) Formal training programmes for researchers developed by department/research centres.</p>
40. Supervision	+/-	<p>For each early-stage researcher there is a direct supervisor to provide feedback and guidance. There is a continuous need to improve supervisors' competences to provide personalized and efficient mentoring and to develop their leadership.</p>	<p><b>Current practice</b> In the case of researchers with fixed terms working contracts funded by grants, usually the project manager or a senior researcher has the duty to supervise and support the performance of the junior researchers. In the case of researchers funded by UNITBV, the Research Centre Coordinator supervises the work of early-stage researchers and provides feedback on their progress.</p> <p><b>Suggestions for improvement</b> 1) Training programmes and course packages dedicated to supervisors for developing leadership skills (such as time management, leading by objectives, inspiring, and enhancing teams creativity).</p>