Updated[1] HRS4R ACTION PLAN 2022-2024

Action description	Timing	Responsible Unit	Indicators/ targets
Action 1 Promoting quality assurance culture to enhance the quality of academic work. *All researchers will formally assume the responsibility that any submitted papers/articles are out of plagiarism*	Continuous -*each AP will benefit from this Action*	*Ethics Committee Central Research Institute*	*Deliverable* –Yearly Communication Plan – *Target*: entire personnel involved in research activities to be aware of the culture of quality (CoQ) I2.1. = level of CoQ awareness = % of researchers able to identify CoQ actions from total number of interviewed researchers I2.2.= number of cases reported as professional responsibility misconduct I2.3 =percentage of confirmed cases from total registered cases. To calculate I2 indicators we use data produced by an annual survey and from the records of the Commission of Ethics

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[1] The Action Plan has been updated with new actions taking into consideration the assessors recommendations of 28 Aug.2024

Action description	Timing	Responsible Unit	Indicators/Targets
Action 2 Assess the constraints that researchers face and their impact on researchers' work *The action will be inserted in all APs*	*June-Dec. 2022* *June-Dec.2023* *June – Dec.2024*	*Directors of the research Departments* *Director of ICCS*	Survey Annual report; Survey to identify constraints; I1 - % of solved constraints
Action 3 Make the research reports public and notify the research grant givers Purpose: increase the visibility of the research outcomes	*June-Aug.2022* *June –Aug 2023* *June – Aug.2024*	*Director of ICCS* *Quality Assurance Department* *Project Managers* *IT department*	*Deliverable:* Study on USH research visibility *Target:* raise research results' visibility I3 = number of science communications (articles, press releases, conferences etc.) compared with the number of projects
Action 4 Making available IPR training sessions	*April-July 2022* *April- July 2023* *April-July 2024*	*HR Department* *Legal Office*	*I4 = number of attendees compared with total research staff*

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Action 5 Funding Opportunities - updates	*Permanent*	*ICCS*	*Latest updates visible on* http://cercetare.spiruharet.ro
Action 6 Performing QA and financial audit. Ensure transparency in managing research public funding.	*Annually Jan-March2022 Jan-March2023 Jan-March2024*	*QA and Accounting Departments*	*Delivrable: Internal Audit Report I7 = % of expenses reimbursed from total grant amount*
Action 7 Annual training program – courses offered to meet researchers needs	*Permanent*	*ICCS QA Department Legal office*	*Delivrable : CPD training courses catalogue I8=percentage of attendees from total number of research staff*
Action 9 Assess the effectiveness of dissemination and exploitation results	*Oct.-Dec.2022 Oct-Dec 2023 Oct-Dec.2024*	*Legal Office Committee for Scientific Research ICCS*	*Yearly report included in the Annual Research Report I9.1.= number of article/researcher/year I9.2.= citation number per USH/pers/article*

Action description	Timing	Responsible units	Targets/indicators
Action 10 Improving scientific communication and enhancing inter-disciplinarity	*yearly*	*ICCS Research Departments*	*Social impact assessment*
Action 12 Non-discrimination good practices	*yearly*	*ICCS*	*Annual Report*
Action 13 SAPIC – system impact	*yearly*	*ICCS*	*I13= % articles published in peer-reviewed journals*
Action 14 Working conditions survey	*Jan-April 2022, 2023,2024*	*ICCS*	*Survey report – analysis based on collected data*
Action15 New Advertising job vacancies on EURAXESS and Romanian Official Gazette **New** *Job vacancies will also be advertised on Opinia Nationala, on the website of the Ministry of Education* http://jobs.edu.ro/index.php *, and USH website* https://www.spiruharet.ro/contests-for-teaching-positions-in-spiru-haret-university.html	*Permanent*	*HR Department, ICCS*	*Targeted audience national and international*
Action 17 Drafting and printing leaflets (in RO and English)providing detailed information to potential candidates	*Permanent*	*HR Department*	*none*
Action 19 Promoting ERASMUS mobility scheme - publish the existing bilateral agreements with EU and non-EU universities and places available	*permanent*	*USH Erasmus Office*	*https://www.spiruharet.ro/erasmus.html*

Action description	Timing	Responsible Unit	Indicators/ targets
Action 20 Offering career advice to young researchers	permanent	Career Development Center	https://ccoc.spiruharet.ro/ I20= number of staff benefiting of consultancy
Action 21 Stimulating partnership in co-authorship, project proposal drafting, project implementation, organizing scientific events etc	Oct-Dec 2022 Oct-Dec 2023 Oct-Dec 2024	Directors of Research Centers, ICCS	I22.1 =number of papers published having at least two authors, of which one is from USH I22.2 Success Rate = % of project proposals approved from total number of project proposals submitted
Action 22 Build partnerships - attract business representatives to invest in research & innovation partnership	Oct-Dec 2022 Oct-Dec 2023 Oct-dec 2024	USH Probusiness Directors of Research Centers	https://ushprobusiness.ro/en/home/
Action 23 WG7 - coordinating a mechanism of attracting research funds on a regular basis to ensure work environment stability	Permanent	ICCS, Academic Departments	Report on the success rate

Action description	Timing	Responsible Unit	Indicators/Targets
Action 24 Introducing a reward scheme for exceptional results in research	*End of 2025 (extended)*	*Board of Trustees*	*none*
Action 25 Further developments on ERASMUS mobility	*July –Sept 2022, 2023, 2024*	*Vice-Rector of International Relationships Erasmus Office*	*I25=number of new ERASMUS agreements signed per year*
Action 26 Short-term qualifications programs designed to meet staff needs in terms of skills and competencies	*permanent*	*ICCS, HR Department, IT Department Vice-Rector of Research Vice-Rector of Education and Training DPPD Depart.*	I26.1.=number of Short-Term qualification programs available I26.2.= % of attendees from the total number of research staff
Action 27 Promoting more intensive cooperation in publishing	*permanent*	*ICCS*	I27 =number of publications in co-authorship
Action 28 Analysing the relationship with supervisors from the perspective of early-stage career researchers	*annually*	*ICCS, Directors of Academic Departments*	Yearly online Survey
Action 29 Training for Senior researchers in supervision and managerial duties (replicated on demand)	*Nov-Dec 2022, 2024*	*ICCS, Vice-Rector of Research*	I29= number of attendees

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Action 30. Establishing clear rules, procedures, and methodologies to regulate supervision at the Doctoral School (extended)	*Ongoing*	*Doctoral School Steering Committee*	*Not yet approved*
Action 31 Setting up regular training sessions for newcomers(researchers recently employed) to raise awareness concerning the rights and obligations	*Jan, June, Oct. 2023, Jan, June, Oct. 2024*	*HR Department Legal Office*	*I31 = number of attendees*
Action 32 Establishing a framework for promoting Open Science	*Dec.2024*	*ICCS*	*I32 = number of informative sessions*
Action 33 **Open Science - raise awareness and establish a pathway to embrace OS practices.**	*Permanent Starting with AP 2022-2024*	*Research Management Department*	*I33 = Number of Initiatives took place yearly*
Action 34 **Reward Open Scientists - developing an OS rewarding system to be applied yearly as part of the Staff Evaluation System(SAPIC)**	*End of 2024*	*Research Management Department*	*Open Science Reward System*
Action 35 DIGITAL University –improving working conditions – gathering the researchers' needs before the acquisition	*Jan-March 2024 Sept-Nov 2024*	*IT Department Research Management Department*	*Number of new equipment per category*
Action 36 DIGITAL University –new training opportunities	*March, May, Oct 2024*	*IT Department*	*Number of attendees*
Action 37 –New- Take commitments to advancing research assessment COARA –Apply as a signatory institution of the Agreement on Advancing Research Assessment	*Oct.2024*	*Vice-Rector of Research*	*USH is listed among signatory organizations*

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Action 43 New- Investing in digital technologies to support researchers' work – new acquisitions https://ush-digital.spiruharet.ro/rezultatele-proiectului *Total value 2.93 mil.EUR*	Q4 2024	*Vice-Rector of Research IT Department*	*22 new labs with 30 computers each 22 integrated digital systems*
Action 44 New – Enhance cooperation and multi-disciplinarity – workshop	Q4 2024	*ICCS Deans*	*Impact assessment – no. of new research multi-disciplinary projects (yearly starting with 2025)*
Action 45 New – English course for researchers to prepare for English certification -to be continued in AP 2025-2027	Q4 2024 Q2 2025	*Foreign language department*	*No. of new English certifications*
Action 46 New – Improving working conditions- Establishing an equitable teach-research workload**.**	Starts on Q4 2024 Finalised on Q3 2025	*Board of Trustee USH Senate ICCS Department of Quality Assurance HR Department*	*Upgraded Research Methodology*
Action 47 New - Making available in English all HRS4R's relevant documents *After the assessors' last evaluation* *Will be Translated the following:* *- Research Strategy 2021-2027 –done* *- Institutional Development Strategic Plan 2021-2027*	End of 2024	*ICCS*	*Listed documents available in English on the website: https://cercetare.spiruharet.ro Number of downloads*

- *Regulation on the organization and implementation of scientific research activity at Spiru Haret University* - *Organization and Functioning Regulation of the Central Research Institute* - *Code of Ethics regarding good practices on scientific research in USH* - *Methodology of performance self-evaluation in education and research* - *Self-evaluation System for Performance in Education and Research (SAPIC)*			
Action 48 New –Redesign the Research website *After the assessors' last evaluation* *A new vision will be implemented to better highlight the HRS4R documents & more*	ICCS & IT Department	*First draft 15 Nov.2024* *Final version End of 2024*	*No. of hits- calculated monthly*
Action 49 New -Enhance transparency in internal recruitment for part-time research contracts. ***"I want to get involved!" Create an online recruitment& selection form. USH researchers will be able to upload CVs describing their specific experiences and assess their eligibility***	ICCS IT Department HR Department	*Dec.2024*	*Online form* *No.of applications of which* *No.of successful application*
Action 50 New – Continuous Professional Development (CPD) – *enhance participation and make attendance compulsory and rewarded in the SAPIC evaluation system.*	Vice-Rector of Research Research Departments	*Starts in Q4 2024 continuous*	*Updating the SAPIC evaluation system* *No. of participants*
Action 51 Continuous Setting up regular training sessions for researchers to raise awareness concerning the rights and obligations(eg. Intellectual Property Rights)- the action will be replicated also in AP 2025-2027	HR Department Legal Office	*April 2024 to July 2024*	*No. of participants - yearly*