

Action Plan

Action Plan

Case number

2024SK265753

Name Organisation under review

University of Presov

Organisation's contact details

17. novembra 15, Presov, Slovakia, 08001, Slovakia

1. Organisational Information

Please provide a limited number of key figures for your organisation. Figures marked * are compulsory.

STAFF & STUDENTS	FTE
Total researchers = staff, fellowship holders, bursary holders, PhD. students either full-time or part-time involved in research *	852
Of whom are international (i.e. foreign nationality) *	78
Of whom are externally funded (i.e. for whom the organisation is host organisation) *	0
Of whom are women *	635
Of whom are stage R3 or R4 = Researchers with a large degree of autonomy, typically holding the status of Principal Investigator or Professor. *	256

STAFF & STUDENTS	FTE
Of whom are stage R2 = in most organisations corresponding with postdoctoral level *	250
Of whom are stage R1 = in most organisations corresponding with doctoral level *	237
Total number of students (if relevant) *	8342
Total number of staff (including management, administrative, teaching and research staff) *	941

RESEARCH FUNDING (figures for most recent fiscal year)	€
Total annual organisational budget	42789119
Annual organisational direct government funding (designated for research)	6735527
Annual competitive government-sourced funding (designated for research, obtained in competition with other organisations – including EU funding)	1477161
Annual funding from private, non-government sources, designated for research	241625

ORGANISATIONAL PROFILE (a very brief description of your organisation, max. 100 words)

The University of Presov is a public and self-governing institution that freely carries out creative scientific, educational, artistic, and cultural activities. The institution defended its status of a university in 2010. It is a member of Danube Rectors Conference, the European Universities Association and the National Rectors Conference with the main aim to promote a unified system of higher education in Europe. The university runs a wide range of study programmes in all three degrees (Bachelor, Master and Doctoral) and in both full-time and part-time form. In addition to traditional classroom teaching, innovative teaching and learning techniques are used.

2. Strengths and weaknesses of the current practice

Please provide an overview of the organisation in terms of the current strengths and weaknesses of the current practice under the four thematic headings of the Charter and Code at your organization.

Note: Click on the name of each of the four thematic headings of the Charter and Code to open the editor and provide your answer.

Strengths and Weaknesses (max. 800 words)**Strengths:**

- Freedom of research – Freedom of research is implemented in accordance with the European Charter for Researchers and is respected to the maximum extent possible; research topics are most often determined by projects that are being prepared and subsequently implemented.
- Dissemination and use of results – The results of PU researchers' work are disseminated through information at working meetings at the department, faculty, or university level. Research results are included in annual reports, evaluation reports, press releases, and presented on the PU website and project scheme websites. Research results are freely available within the "open access" of individual journals and conferences, i.e., on individual websites and databases such as Google Scholar, Scopus, and Web of Science.
- Code of Ethics – Individual organizational units, faculties, departments, and their employees adhere to ethical procedures and principles of scientific work in accordance with the document "Code of Ethics of the University of Prešov in Prešov - Scientific Integrity and Ethics" and take a responsible approach to the publication of research results and related issues of co-authorship, plagiarism, and intellectual property protection.

Weaknesses:

- Administration – In addition to their research activities, researchers also perform administrative tasks related to project implementation, which significantly reduces the amount of time they have available to devote directly to research.
- English version of documents – Individual documents are available exclusively in Slovak (the national language), i.e. there is no English version, which would increase the openness of PU in relation to foreign researchers.

Strengths and Weaknesses (max. 800 words)**Strengths:**

- Non-discrimination – Currently, there are no recorded cases of discrimination against researchers at PU on the basis of gender, age, ethnic origin, nationality or social background, religious beliefs or faith, sexual orientation, language, disability, political opinion, or social or economic circumstances.
- Selection committees – In accordance with the Higher Education Act No. 111/1998 Coll. and the Act on Equal Treatment in Certain Areas and Protection against Discrimination No. 365/2004 Coll., PU respects the principle of gender and age diversity in selection committees.
- Selection of applicants – Applicants are selected largely on the basis of a personal interview conducted before the selection committee. Applicants are assessed comprehensively, taking into account their experience with international mobility, results achieved in previous research, and experience with project management at the national and international levels. A career break is not considered a disadvantage or weakness of the applicant. Successful applicants will undergo all necessary training in accordance with applicable legislation.

Weaknesses:

- Financial remuneration – Current financial remuneration options are an obstacle to progress (recruitment of foreign candidates or candidates with practical experience) and rejuvenation of the PU academic community. Insufficient competitiveness in recruiting scientists (and lecturers/teachers) from the international environment is a significant obstacle to internationalization.
- Advertising – Job advertisements are only published in Slovak on PU's own website and selected job portals, which reduces potential interest from foreign applicants.

Strengths and Weaknesses (max. 800 words)**Strengths:**

- Collective agreement – The collective agreement defines conditions for employees beyond those stipulated by the Collective Bargaining Act No. 2/1991 Coll. The collective agreement regulates employee care in the areas of occupational safety, meals, healthcare, recreational leave, and other aspects that improve the working conditions of all PU employees.
- Co-decision-making – Internal regulations allow PU employees, researchers, teachers, and doctoral students to participate in academic self-governing bodies. They can participate and jointly decide at meetings of the Rector's Council and the Deans' Council, the Academic Senate, or the Scientific Councils.
- Gender equality – Practice at PU shows that women are represented on a par with men among those with decision-making powers at individual faculties (deans, vice-deans). There is no gender gap in terms of remuneration.
- Mobility opportunities – PU employees can take advantage of the Grant Agency for Doctoral Students and Young Scientific and Pedagogical Workers of the University of Prešov in Prešov, the Erasmus+ program, as well as various external grant opportunities such as the Fulbright Program, the National Scholarship Program, and the Austria-Slovakia Action.

Weaknesses:

- Financial remuneration – The salaries of employees, researchers, and teachers are determined by national legislation (Act No. 553/2003 Coll. on the remuneration of certain employees in the public interest, Government Regulation No. 341/2004 Coll.). Salaries are determined according to years of experience (salary scales). However, salary scales are not competitive with salaries in the private sector, for example, which causes a brain drain from the academic community.
- English version of documents – individual documents are available exclusively in the Slovak (national) language, i.e., there is no English version that would allow foreign visitors or members of the PU academic community to familiarize themselves with them.
- Teaching and administrative duties – Researchers are subject to high demands in the area of teaching activities and the administration of implemented projects, which significantly reduces the amount of time they have available to devote directly to research.

Strengths and Weaknesses (max. 800 words)**Strengths:**

- Career development – PU creates opportunities for the career development of researchers by providing individuals with opportunities to participate in national and international projects, attend conferences and events, and engage in scientific research activities at the department, faculty, and university levels.
- Professional training – researchers have access to professional training in the field of research and continuous development through the PU University Library, within the activities of the Center for Lifelong Learning and Competence Development, the Erasmus+ program, or other national and international project schemes. Researchers also have online access to state scientific libraries throughout Slovakia and research results published in the Google Scholar, Scopus, and Web of Science databases.
- Mentoring – young researchers are assigned a supervisor whom they can consult on issues related to the implementation of their own research, which is then carried out in cooperation with and under the supervision of their supervisor.

Weaknesses:

- Lack of institutional approach – Access to career counseling is currently not institutionalized at PU.
- Financial coverage – PU supports employee training in career development and strategy, but without financial coverage for this type of activity.

3. Actions

The Action Plan and HR Excellence in Research strategy must be published on an easily accessible location of the organisation's website.

Please provide the web link to the organization's Action Plan/HR Strategy dedicated webpage(s). Multiple links must be comma separated.

SK (national) version: <https://www.unipo.sk/strategia-ludskych-zdrojov-pre-vyskumnikov-hrs4r>; ENG version: <https://www.unipo.sk/en/human-resources-strategy-for-researchers-hrs4r> (unsafe:SK (national) version: <https://www.unipo.sk/strategia-ludskych-zdrojov-pre-vyskumnikov-hrs4r>; ENG version: <https://www.unipo.sk/en/human-resources-strategy-for-researchers-hrs4r>)

Please fill in the list of all individual actions to be undertaken in your organisation's HR Excellence in Research to address the weaknesses or strengths identified in the Gap-Analysis. The listed actions should be concise, but detailed enough for the assessors to evaluate the level of ambition, engagement and the expected implementation process. The institution should strive to provide a detailed plan, not just an enumeration of actions.

Note: Choose one or more of the principles automatically retrieved from the GAP Analysis with their ratings.

Proposed ACTIONS

Action 1	GAP Principle(s)	Timing (at least by year's quarter/semester)
Creation of a website (as part of the university website) with information on project calls in which researchers can participate.	(++) 1. Research freedom (+/-) 4. Professional attitude (++) 6. Accountability (+/-) 8. Dissemination, exploitation of results (++) 10. Non discrimination (++) 20. Seniority (Code) (++) 27. Gender balance (++) 28. Career development (++) 29. Value of mobility (++) 31. Intellectual Property Rights (++) 32. Co-authorship (++) 35. Participation in decision-making bodies (++) 36. Relation with supervisors	academic year 2025/2026
	Responsible Unit	Indicator(s) / Target(s)
	Vice-Rector for Strategy and Marketing; Strategy and Marketing Department	Creation of a subpage on the PU website with information about project calls.

Proposed ACTIONS

Action 2

Creation of a website (as part of the university website) with information for young researchers.

GAP Principle(s)

- (++) 1. Research freedom
- (++) 6. Accountability
- (+/-) 8. Dissemination, exploitation of results
- (++) 10. Non discrimination
- (++) 20. Seniority (Code)
- (++) 27. Gender balance
- (++) 28. Career development
- (++) 29. Value of mobility
- (++) 31. Intellectual Property Rights
- (++) 32. Co-authorship
- (++) 35. Participation in decision-making bodies
- (++) 36. Relation with supervisors

Timing (at least by year's quarter/semester)

academic year 2025/2026

Responsible

Unit Indicator(s) / Target(s)

Vice-Rector
for Strategy
and
Marketing;
Strategy and
Marketing
Department

Creation of a subpage on the PU website where they could find basic questions related to their own research and the individual stages of its implementation.

Proposed ACTIONS

Action 3

Processing of a document regulating the supervision and oversight of the activities of young researchers.

GAP Principle(s)

- (++) 1. Research freedom
- (+/-) 3. Professional responsibility
- (++) 6. Accountability
- (+/-) 9. Public engagement
- (++) 10. Non discrimination
- (+/-) 11. Evaluation/ appraisal systems
- (++) 20. Seniority (Code)
- (-/+) 23. Research environment
- (++) 27. Gender balance
- (++) 28. Career development
- (++) 29. Value of mobility
- (-/+) 30. Access to career advice
- (++) 31. Intellectual Property Rights
- (++) 32. Co-authorship
- (++) 35. Participation in decision-making bodies
- (++) 36. Relation with supervisors
- (+/-) 40. Supervision

Timing (at least by year's quarter/semester)

academic year 2025/2026

Proposed ACTIONS**Responsible
Unit****Indicator(s) / Target(s)**

Vice-Rector
for Science,
Arts, Sports,
and

Accreditation;
Department
of Science,
Arts, Sports,
and
Accreditation

Creation of a manual (charter) regulating the rights and obligations of young researchers at
PU.

Proposed ACTIONS

Action 4

Internationalization of the work environment.

GAP Principle(s)

Timing (at least by year's
quarter/semester)

- (++) 1. Research freedom
- (+/-) 2. Ethical principles
- (++) 6. Accountability
- (++) 10. Non discrimination
- (+/-) 12. Recruitment
- (+/-) 13. Recruitment (Code)
- (+/-) 14. Selection (Code)
- (+/-) 15. Transparency (Code)
- (+/-) 16. Judging merit (Code)
- (+/-) 18. Recognition of mobility experience (Code)
- (+/-) 19. Recognition of qualifications (Code)
- (++) 20. Seniority (Code)
- (+/-) 24. Working conditions
- (+/-) 25. Stability and permanence of employment
- (++) 27. Gender balance
- (++) 28. Career development
- (++) 31. Intellectual Property Rights
- (++) 32. Co-authorship
- (+/-) 34. Complains/ appeals
- (++) 35. Participation in decision-making bodies
- (++) 36. Relation with supervisors

4Q/2026

Proposed ACTIONS

		Responsible Unit	Indicator(s) / Target(s)
		individual departments responsible for the given agenda	Translation of selected relevant documents into English. Publication of selected relevant documents on the PU website.

Proposed ACTIONS

Action 5	GAP Principle(s)	Timing (at least by year's quarter/semester)
Monitoring the satisfaction and needs of PU researchers.	(++) 1. Research freedom (+/-) 3. Professional responsibility (++) 6. Accountability (++) 10. Non discrimination (++) 20. Seniority (Code) (-/+) 26. Funding and salaries (++) 27. Gender balance (++) 28. Career development (++) 29. Value of mobility (++) 31. Intellectual Property Rights (++) 32. Co-authorship (++) 35. Participation in decision-making bodies (++) 36. Relation with supervisors (+/-) 37. Supervision and managerial duties (+/-) 38. Continuing Professional Development	4Q/2027
	Responsible Unit	
	Vice-Rector for Science, Arts, Sports, and Accreditation; Department of Science, Arts, Sports, and Accreditation	
	Indicator(s) / Target(s)	
	Survey of researcher satisfaction and needs (every two years).	

Proposed ACTIONS

Action 6

Expansion of activities of the Doctoral School of the University of Prešov in Prešov

GAP Principle(s)

Timing (at least by year's
quarter/semester)

- (++) 1. Research freedom
- (+/-) 3. Professional responsibility
- (+/-) 5. Contractual and legal obligations
- (++) 6. Accountability
- (+/-) 7. Good practice in research
- (++) 10. Non discrimination
- (+/-) 11. Evaluation/ appraisal systems
- (+/-) 17. Variations in the chronological order of CVs (Code)
- (++) 20. Seniority (Code)
- (-/+) 21. Postdoctoral appointments (Code)
- (+/-) 22. Recognition of the profession
- (-/+) 23. Research environment
- (++) 27. Gender balance
- (++) 28. Career development
- (++) 29. Value of mobility
- (++) 31. Intellectual Property Rights
- (++) 32. Co-authorship
- (-/+) 33. Teaching
- (++) 35. Participation in decision-making bodies
- (++) 36. Relation with supervisors
- (+/-) 39. Access to research training and continuous development

academic year 2025/2026

Proposed ACTIONS

Responsible Unit	Indicator(s) / Target(s)
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Vice-Rector for Science, Arts, Sports, and Accreditation; Department of Science, Arts, Sports, and Accreditation	Presentation on successfully implemented projects representing examples of good practice in the university environment.
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Unselected principles:

The establishment of an Open Recruitment Policy is a key element in the HR Excellence in Research strategy. Please also indicate how your organisation will use the Open, Transparent and Merit-Based Recruitment Toolkit and how you intend to implement/are implementing the principles of Open, Transparent and Merit-Based Recruitment. Although there may be some overlap with a range of actions listed above, please provide a short commentary demonstrating this implementation. If the case, please make the link between the OTM-R checklist and the overall action plan. (max. 1000 words) *

Currently, PU's policy for recruiting new employees is governed by applicable Slovak legislation and established procedures, such as Rector's Measure No. 11/2022 Principles of the selection procedure for filling university teaching positions, research positions, professorships and associate professorships, and senior management positions, see: https://www.unipo.sk/sites/default/files/content/Zasady_vyberoveho_konania.pdf (https://www.unipo.sk/sites/default/files/content/Zasady_vyberoveho_konania.pdf).

General criteria and specific conditions for filling the positions of associate professor and professor are set out in additional rules in accordance with the accreditation standards of the Slovak National Accreditation Authority for Higher Education, see Rector's Measure No. 13/2022 General criteria for filling the positions of professors and associate professors and specific conditions for filling the positions of professors and associate professors, see https://www.unipo.sk/sites/default/files/content/General_criteria_for_filling_the_positions_of_professors_and_associate_professors.pdf.

The general principles of the Charter and Code are fully respected, but the principles of open, transparent, and fair recruitment are not fully implemented. In general, the policy for recruiting new employees at PU is not fully in line with the principles of HRS4R, which requires the adoption of a whole range of measures. PU is fully aware that the specific nature of research work requires the formulation of additional conditions and obligations on both sides beyond those defined in national legislation.

The implementation of activities within the presented action plan, as well as PU's own plans, will provide a solid foundation for the development and implementation of a centralized and comprehensive university-wide human resources policy. This policy will be fully in line with the OTMR policy standards derived from the Charter and Code of Conduct. It will also be necessary to

- hold information meetings to familiarize the parties concerned with the principles of HRS4R,
- develop the necessary soft skills in order to share best practices and know-how in the field of human resources,
- train administrative staff in foreign language communication (English).

If your organisation already has a recruitment strategy which implements the principles of Open, Transparent and Merit-Based Recruitment, please provide the web link where this strategy can be found on your organisation's website. Multiple links must be comma separated:

URL:

4. Implementation

General overview of the expected overall implementation process of the action plan: (max. 1000 words)

During the implementation phase, the structures created for the preparation of the GAP analysis, the OTM-R checklist, and the action plan will remain active.

The Steering Committee (SC) is composed of representatives from the university and individual faculties. Steering Committee meetings will be held at least once a year. At each meeting, the implementation of the action plan will be reviewed on the basis of a report submitted by the Working Group (WG). The materials for the Steering Committee meeting are prepared by its members in cooperation with the members of the working group. These members are then responsible for the proper submission of the material to the Steering Committee meeting, for its revision after discussion at the meetings, and for the preparation of the final (approved) version of the material. The fact that membership in the steering committee and the rector's advisory bodies overlaps also ensures that the action plan material passing through the steering committee is in line with the long-term development plan of PU.

The working group, consisting of representatives of the faculties and the rectorate, will continue to meet at the level of regular meetings of the vice-deans for science and the vice-rector for science, arts, sports and accreditation. The working group will also prepare materials for the meetings of the steering committee and establish working subgroups according to the nature of the material being prepared. The working group members may initiate surveys among all employees and stakeholders of the PU in order to monitor the implementation phase of HRS4R. The working group members will continue to serve as the university's contact points for researchers R1 to R4 in order to collect suggestions and comments on the materials, as well as on the HRS4R implementation process itself. Great emphasis will be placed on sharing proven practices between individual faculties.

The Department of Science, Arts, Sports and Accreditation, led by the Vice-Rector for Science, Arts, Sports and Accreditation, will be responsible for administrative support throughout the entire HRS4R implementation phase, archiving HRS4R documentation and regularly updating information on the PU website, in the HRS4R section.

At the end of the implementation process, PU expects increased domestic competition and increased international competition for job vacancies, an increase in the number of employees with foreign doctorates, an increase in the quality of publications and an increase in the visibility and competitiveness of PU in the international context.

Make sure you also cover all the aspects highlighted in the checklist below, which you will need to describe in detail:

Note: Click on each question of the checklist to open the editor.

How will the implementation committee and/or steering group regularly oversee progress?*



Detailed description and duly justification (max. 500 words)

The Steering Committee (SC) is composed of the university and individual faculty management staff. Meetings will be held at least once a year. At each meeting of the Steering Committee, the implementation of the action plan will be checked based on the report sent by the Working Group (WG). The Steering Committee will oversee the entire process, monitor the fulfillment of obligations, decide on necessary changes and adjustments and comment on individual steps.

The Working Group is composed of employees of the PU Rectorate, individual faculty representatives as well as representatives of other PU organizational units. The Working Group will also prepare materials for the Steering Committee meetings and establish working subgroups according to the nature of the prepared material. The Working Group members may initiate surveys among all PU employees and stakeholders in order to monitor the HRS4R implementation phase. The Working Group members will continue to serve as the university's contact points for researchers R1 to R4 in order to collect suggestions and comments on the materials, as well as on the HRS4R implementation process itself.

How do you intend to involve the research community, your main stakeholders, in the implementation process?*



Detailed description and duly justification (max. 500 words)

PU researchers are the main stakeholders in the HRS4R implementation process at the University of Prešov in Prešov. Researchers have the opportunity to participate in Working Group (WG) meetings and present their own proposals for improving the working and research environment of PU. They also have the opportunity to provide feedback on the materials discussed at the Steering Committee and WG meetings, as was the case for the preparation of the GAP analysis. The WG is composed of representatives of individual faculties and departments of PU that carry out research or development activities. The composition of the WG has a balanced representation of researchers at all levels of their careers in accordance with the European Framework for Research Careers and gender equality.

All decisions in relation to the implementation of HRS4R will be discussed at all levels, i.e. in the project team itself, the Working Group and the Steering Committee. The proposed measures will be published on the PU website, in the HRS4R section. Researchers and other staff can contact the Working Group or the HRS4R coordinator. The PU assumes the maintenance of the position of HRS4R coordinator throughout the entire duration of the HRS4R implementation phase.

How do you proceed with the alignment of organisational policies with the HRS4R? Make sure the HRS4R is recognized in the organisation's research strategy, as the overarching HR policy.

*



Detailed description and duly justification (max. 500 words)

PU is committed to taking the necessary measures as an employer of researchers and other staff to maintain a conducive research environment and work culture in which individuals are valued, encouraged, supported and provided with adequate material and non-material assistance to achieve their goals and fulfil their tasks. PU is also committed to improving its recruitment method and assessment and evaluation system with the aim of creating a more transparent, fair and internationally recognised system of researcher recruitment and career development, which is a prerequisite for a truly European labour market for researchers. HRS4R will become an integral part of PU's long-term development plan and at the same time one of the tools for implementing the university's strategic objectives. PU's long-term plan will be continuously updated and findings will be reflected in the updated long-term plan.

How will you ensure that the proposed actions are implemented?*



Detailed description and duly justification (max. 500 words)

The proposed measures will be implemented in individual faculties and other organizational units of the University that carry out scientific research. The HRS4R Coordinator will monitor the entire process, conduct regular monitoring and submit ongoing reports on the implementation of individual measures. The HRS4R Coordinator will have access to all data and documents necessary for monitoring progress. The HRS4R Coordinator will cooperate with the Vice-Rector for Science, Arts, Sports and Accreditation within this agenda. Implementation at the university level is ensured by the Working Group and the Steering Committee as implementation bodies supported by the university management. The Rector, as the chairman of the Steering Committee, guarantees the effective implementation of all measures and the HRS4R Coordinator will provide him with all necessary assistance. The implementation of the HRS4R Action Plan will become part of the long-term objective of the University. When formulating tasks, the tasks formulated in the Action Plan will be reflected in the duties and responsibilities of the executive and management components of the University.

How will you monitor progress (timeline)?*



Detailed description and duly justification (max. 500 words)

Each activity from the Action Plan has a set timeframe. This timeframe will be monitored by the responsible unit. The HRS4R Coordinator will monitor the overall progress and the level of implementation of individual activities/measures. Among other things, he will carry out regular monitoring, within which he will inform the Vice-Rector for Science, Arts, Sports and Accreditation about the fulfillment of the set indicators and goals. He will collect feedback, i.e. satisfaction assessment from the research community, and subsequently repeat the questionnaire survey with all PU researchers. The HRS4R Coordinator will monitor the fulfillment of the timeline and will forward all information to the Vice-Rector for Science, Arts, Sports and Accreditation and the Rector, who are responsible for the final corrective measures and their implementation in practice. In addition, monitoring is also the responsibility of the Steering Committee. Progress will be discussed at regular meetings of the university management and the Steering Committee. Given the above-mentioned milestones, all measures must be approved in advance and evaluated and presented after implementation.

How will you measure progress (indicators) in view of the next assessment?*



Detailed description and duly justification (max. 500 words)

All relevant organizational units of the University will be involved in the process of measuring progress and preparing the evaluation. The Rector of the University, the Vice-Rector for Science, Arts, Sports and Accreditation and the HRS4R Coordinator are responsible for preparing the final version of the internal and external evaluation. Qualitative assessment of researchers' satisfaction with the implementation of individual HRS4R steps will be carried out regularly through an online questionnaire, in which researchers will have the opportunity to express whether and to what extent the measures have brought any improvement. The academic community will also be able to propose possible solutions and communicate continuously with the HRS4R Coordinator. The main indicator for measuring progress will be, if necessary, the year-on-year increase in researchers' satisfaction with the implementation of HRS4R.

Additional remarks/comments about the proposed implementation process: (max. 1000 words)

PU's effort was to make the entire HR strategy process towards the HR Excellence Award as transparent and participatory as possible. Researchers were involved through a questionnaire survey, working sessions focused on HRS4R and gender equality.