HR Excellence in Research

Process Description

Process Description

Case number

2024SK265753

Name Organisation under review

University of Presov

Organisation's contact details

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

Date endorsement charter and code

07/10/2024

Process

The HR Excellence in Research process must engage all management departments directly or indirectly responsible for researchers' HR-issues. These will typically include the Vice-Rector for Research, the Head of Personnel, and other administrative staff members. In addition, the HR Excellence in Research strategy must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4, as well as appoint a Committee overseeing the process and a Working Group responsible for implementing the process.

Please provide the name, the position and the management line/ department of the persons who are directly or indirectly engaged in the HR Excellence in Research process in your organisation:

Name	Position	Steering Committee	Working Group	Management line/ Department
prof. PhDr. Peter Kónya, PhD.	Rector			Rectorate

prof. RNDr. Marian Reilfers. DriSc. Vice-Rector for Science, Artis. Sports and Accreditation of Padoth. Nama Cimemanova, PhiD. Vice-Rector for Education doc. ThDr. Maria Kardis, PhiD. Vice-Rector for International Affairs and Edutinal Relations prof. Ing. Pader Adamišin, PhiD. Vice-Rector for Development, Informatization and Quality Assessment ing. Maria Nov8ková, PhiD. Bursar Padoth, Mgr. Helena Saldutova, PhiD. Vice-Rector for Stralegy and Marketing prof. PhDr. Beats Balogová, PhiD. Dean Dean Dean Dean Dean Dean Dean Dean	Name	Position	Steering Committee	Working Group	Management line/ Department
doc. ThDr. Mária Kardis, PhD. Vice-Rector for International Affairs and External Relations Rectorate prof. Ing. Jana Burgerová, PhD. Vice-Rector for Development, Informatization and Quality Assessment Rectorate prof. Ing. Peter Adamišin, PhD. Vice-Rector for Strategy and Marketing Rectorate prof. Ing. Mária Nováková, PhD. Bursar Rectorate Paediri Mgr. Helena Galdunová, PhD. Chairman of the Academic Senate Rectorate Paediri Mgr. Helena Galdunová, PhD., MBA Dean Faculty of Management and Business doc. Paedir. Pavel Ruzbarský, PhD., Dean Paculty of Management and Business doc. Paedir. Pavel Ruzbarský, PhD., Dean Paculty of Management and Business doc. Paedir. Pavel Ruzbarský, PhD., Dean Paculty of Sport doc. RNDr. Velas Scholtzová, PhD., Dean Paculty of Education doc. PhDr. Štefánia Andraščíková, PhD., MPH doc. RNDr. Vinela Scholtzová, PhD., Dean Paculty of Humanities and Natural Sciences doc. PhDr. Štefánia Andraščíková, PhD., MBA Dean Paculty of Humanities and Natural Sciences doc. ThDr. Stefania Pružinský, PhD. Dean Paculty of Orthodox Theology Mgr. Mária Drebná Administrative Rectorate PhDr. Roman Vavele, PhD. HRS4R coordinator Rectorate PhDr. Roman Vavele, PhD. Vice-Dean for Scientic Research, Artistic Activities, External Relations Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science, Research and Marketing Paculty of Management and Business Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science, External Relations, Development Paculty of Humanities and Natural Sciences PhDr. Woletta Bronislawa Mikuřáková, Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Humanities and Natural Sciences PhDr. Woletta Bronislawa Mikuřáková, Vice-Dean for Science, Research and Quality Assessment Faculty of Humanities and Natural Sciences PhDr. Woletta Bronislawa Mikuřáková, Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences PhDr. Woletta Bronislawa Mikuřáková, Vice-Dean	prof. RNDr. Marián Reiffers, DrSc.	Vice-Rector for Science, Arts, Sports and Accreditation			Rectorate
prof. Ing. Jana Burgerovà, PhD. Vice-Rector for Development, Informatization and Quality Assessment Rectorate prof. Ing. Peter Adamisin, PhD. Vice-Rector for Strategy and Marketing Rectorate	prof. PaedDr. Ivana Cimermanová, PhD.	Vice-Rector for Education			Rectorate
prof. Ing. Peter Adamisin, PhD. Vice-Rector for Strategy and Marketing Rectorate Ing. Mária Nováková, PhD. Bursar Rectorate PaedDr. Mgr. Helena Galdunová, PhD. Chairman of the Academic Senate Rectorate PaedDr. Mgr. Helena Galdunová, PhD. Dean Paculty of Arts Prof. Ing. Dr. Röbert Šteifko, PhD. Dean Paculty of Management and Business doc. PaedDr. Pavel Ružbarský, PhD. Dean Paculty of Sport doc. ThDr. Peter Tirpák, PhD. Dean Paculty of Education doc. PhDr. Stefánia Andraščíková, PhD. Dean Paculty of Education doc. PhDr. Stefánia Andraščíková, PhD. Dean Paculty of Education doc. PhDr. Stefánia Andraščíková, PhD. Dean Paculty of Humanities and Natural Sciences doc. PhDr. Stefánia Andraščíková, PhD. Dean Paculty of Humanities and Natural Sciences doc. ThDr. Stefania Andraščíková, PhD. Dean Paculty of Humanities and Natural Sciences doc. ThDr. Stefania Pružinský, PhD. Dean Paculty of Humanities and Natural Sciences doc. ThDr. Stefan Pružinský, PhD. Dean Paculty of Orthodox Theology Mgr. Mária Drobná Administrative Rectorate PhDr. Roman Vavrek, PhD. HRS4R coordinator Rectorate PhDr. Roman Vavrek, PhD. HRS4R coordinator Prof. Mgr. et Mgr. Adriána Ingrid Koželová, Vice-Dean for Science and Development Paculty of Sport Prof. Mgr. et Mgr. Adriána Ingrid Koželová, Vice-Dean for Science and Development Paculty of Sport Prof. MyDr. Marcek Petro, PhD. Vice-Dean for Science and Development Paculty of Education PhDr. Moreta Bronislava Mikuláková, Vice-Dean for Science, Accreditation and Doctoral Studies Paculty of Health Care PhDr. Woleta Bronislava Mikuláková, PhD. Vice-Dean for Science, Research and Quality Assessment Paculty of Health Care PhDr. Woleta Bronislava Mikuláková, PhD. Vice-Dean for Science, Research and Quality Assessment Paculty of Humanities and Natural Sciences PhDr. Vice-Dean for Science, Research and Quality Assessment Paculty of Humanities and Natural Sciences PhDr. Woleta Bronislava Mikuláková, PhD. Vice-Dean fo	doc. ThDr. Mária Kardis, PhD.	Vice-Rector for International Affairs and External Relations			Rectorate
Ing. Maria Nováková, PhD. Bursar Rectorate Rectorate Reculty of Management and Business Rectorate Rectorate Reculty of Sport Rectorate Rector	prof. Ing. Jana Burgerová, PhD.	Vice-Rector for Development, Informatization and Quality Assessment			Rectorate
PaedDr. Mgr. Helena Galdunová, PhD. Chairman of the Academic Senate	prof. Ing. Peter Adamišin, PhD.	Vice-Rector for Strategy and Marketing			Rectorate
prof. PhDr. Beáta Balogová, PhD., MBA Dean Bean Bean Bean Bean Bean Bean Bean B	Ing. Mária Nováková, PhD.	Bursar			Rectorate
prof. Ing. Dr. Röbert Stefko, Ph.D. Dean	PaedDr. Mgr. Helena Galdunová, PhD.	Chairman of the Academic Senate			Rectorate
doc. PaedDr. Pavel Ružbarský, PhD., univer. prof. Dean Creek-Catholic Theological Faculty of Sport Creek-Catholic Theological Faculty of Creek-Catholic Theological Faculty of Education Cor. RNDr. Iveta Scholtzová, PhD. Dean Catholic Theological Faculty of Education Cor. RNDr. Iveta Scholtzová, PhD., Dean Catholic Theological Faculty of Health Care Prof. MrDr. Stefánia Andraščíková, PhD., MBA Dean Catholic Theological Faculty of Health Care Prof. MrDr. Janka Poráčová, PhD., MBA Dean Catholic Theology Catholic Theology Orthodox Theology PhDr. Stefan Pružinský, PhD. Dean Catholic Theology Catholic Theological Faculty of Arts PhD. Wice-Dean for Scientific Research, Artistic Activities, External Relations and Development Catholic Theological Faculty of Management and Business Catholic Theological Faculty of Sport Catholic Theological Faculty Catholic Theological Fa	prof. PhDr. Beáta Balogová, PhD., MBA	Dean			Faculty of Arts
univer. prof. doc. ThDr. Peter Tirpák, PhD. Dean Dean Greek-Catholic Theological Faculty doc. RNDr. Iveta Scholtzová, PhD. Dean Dea	prof. Ing. Dr. Róbert Štefko, Ph.D.	Dean			Faculty of Management and Business
doc. RNDr. Iveta Scholtzová, PhD. Dean D	-	Dean			Faculy of Sport
doc. PhDr. Stefánia Andraščíková, PhD., MPA Dean Dean Paculty of Health Care Prof. MVDr. Janka Poráčová, PhD., MBA Dean Dean Dean Paculty of Humanities and Natural Sciences doc. ThDr. Štefan Pružinský, PhD. Dean Rectorate PhDr. Roman Vavrek, PhD. HRS4R coordinator HRS4R coordinator Prof. Mgr. et Mgr. Adriána Ingrid Koželová, PhD. Prof. Mgr. et Mgr. Adriána Ingrid Koželová, PhD. Vice-Dean for Science, Research, Artistic Activities, External Relations and Development doc. Mgr. Richard Fedorko, PhD. Vice-Dean for Science, Research and Marketing Prof. ThDr. Marek Petro, PhD. Vice-Dean for Science, External Relations, Development and Marketing doc. PaedDr. Martin Klimović, PhD. Vice-Dean for Science, External Relations, Development and Marketing PhDr. Wioletta Bronislawa Mikufáková, PhD., univ.doc. Vice-Dean for Science, Research and Quality Assessment PhDr. Wioletta Bronislawa Mikufáková, Vice-Dean for Science, Research and Accreditation Dean Prof. Raculty of Humanities and Natural Sciences Raculty of Humanities and Natural Sciences Paculty of Humanities and Natural Sciences	doc. ThDr. Peter Tirpák, PhD.	Dean			Greek-Catholic Theological Faculty
MPH prof. MVDr. Janka Poráčová, PhD., MBA Dean Dean Gaculty of Humanities and Natural Sciences doc. ThDr. Štefan Pružinský, PhD. Dean Administrative Administrative Rectorate PhDr. Roman Vavrek, PhD. HRS4R coordinator Prof. Mgr. et Mgr. Adriána Ingrid Koželová, and Development doc. Mgr. Richard Fedorko, PhD. Vice-Dean for Science, Research and Marketing Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science, External Relations, Development and Marketing Faculty of Sport Greek-Catholic Theological Faculty doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies PhD., univ. doc. Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Humanities and Natural Sciences	doc. RNDr. Iveta Scholtzová, PhD.	Dean			Faculty of Education
doc. ThDr. Štefan Pružinský, PhD. Dean Rectorate PhDr. Roman Vavrek, PhD. HRS4R coordinator Prof. Mgr. et Mgr. Adriána Ingrid Koželová, PhD. Vice-Dean for Science, Research and Marketing Dean Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science, External Relations, Development and Marketing Dean Greek-Catholic Theological Faculty doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies PhDr. Wioletta Bronislawa Mikuľáková, PhD. PhDr. Wioletta Bronislawa Mikuľáková, PhD. Vice-Dean for Science, Research and Quality Assessment Dean Greek-Catholic Theological Faculty Greek-Catholic Theological Faculty Faculty of Education Faculty of Health Care Faculty of Health Care Faculty of Humanities and Natural Sciences		Dean			Faculty of Health Care
Mgr. Mária Drobná Administrative Rectorate PhDr. Roman Vavrek, PhD. HRS4R coordinator Rectorate prof. Mgr. et Mgr. Adriána Ingrid Koželová, PhD. Vice-Dean for Scientific Research, Artistic Activities, External Relations and Development doc. Mgr. Richard Fedorko, PhD. Vice-Dean for Science, Research and Marketing Faculty of Management and Business Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science and Development Faculty of Sport Greek-Catholic Theological Faculty doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Health Care PhDr. Wioletta Bronislawa Mikuľáková, PhD. Vice-Dean for Science, Research and Quality Assessment doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	prof. MVDr. Janka Poráčová, PhD., MBA	Dean			Faculty of Humanities and Natural Sciences
PhDr. Roman Vavrek, PhD. HRS4R coordinator Rectorate prof. Mgr. et Mgr. Adriána Ingrid Koželová, PhD. Vice-Dean for Scientific Research, Artistic Activities, External Relations and Development doc. Mgr. Richard Fedorko, PhD. Vice-Dean for Science, Research and Marketing Faculty of Management and Business Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science and Development Faculty of Sport prof. ThDr. Marek Petro, PhD. Vice-Dean for Science, External Relations, Development Greek-Catholic Theological Faculty doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Education PhDr. Wioletta Bronislawa Mikuľáková, PhD., vice-Dean for Science, Research and Quality Assessment Faculty of Health Care doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	doc. ThDr. Štefan Pružinský, PhD.	Dean			Faculty of Orthodox Theology
prof. Mgr. et Mgr. Adriána Ingrid Koželová, PhD. Vice-Dean for Scientific Research, Artistic Activities, External Relations and Development doc. Mgr. Richard Fedorko, PhD. Vice-Dean for Science, Research and Marketing Faculty of Management and Business Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science and Development Faculty of Sport prof. ThDr. Marek Petro, PhD. Vice-Dean for Science, External Relations, Development and Marketing Greek-Catholic Theological Faculty doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Education PhDr. Wioletta Bronislawa Mikuľáková, PhD., univ.doc. doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	Mgr. Mária Drobná	Administrative			Rectorate
Adoc. Mgr. Richard Fedorko, PhD. Vice-Dean for Science, Research and Marketing Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science and Development Faculty of Management and Business Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science and Development Faculty of Sport Greek-Catholic Theological Faculty doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Education Faculty of Health Care doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	PhDr. Roman Vavrek, PhD.	HRS4R coordinator			Rectorate
Mgr. Pavol Čech, PhD., univer. doc. Vice-Dean for Science and Development prof. ThDr. Marek Petro, PhD. Vice-Dean for Science, External Relations, Development and Marketing doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies PhDr. Wioletta Bronislawa Mikul'áková, PhD., univ.doc. Vice-Dean for Science, Accreditation and Quality Assessment Faculty of Health Care Corect Paed Prof. Wioletta Bronislawa Mikul'áková, PhD., univ.doc. Vice-Dean for Science, Research and Quality Assessment Faculty of Health Care Faculty of Humanities and Natural Sciences					Faculty of Arts
prof. ThDr. Marek Petro, PhD. Vice-Dean for Science, External Relations, Development and Marketing Greek-Catholic Theological Faculty doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Education PhDr. Wioletta Bronislawa Mikuľáková, PhD., univ.doc. Vice-Dean for Scientific Research and Quality Assessment Faculty of Health Care doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	doc. Mgr. Richard Fedorko, PhD.	Vice-Dean for Science, Research and Marketing			Faculty of Management and Business
doc. PaedDr. Martin Klimovič, PhD. Vice-Dean for Science, Accreditation and Doctoral Studies Faculty of Education PhDr. Wioletta Bronislawa Mikuľáková, PhD., univ.doc. Vice-Dean for Scientific Research and Quality Assessment Faculty of Health Care doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	Mgr. Pavol Čech, PhD., univer. doc.	Vice-Dean for Science and Development			Faculty of Sport
PhDr. Wioletta Bronislawa Mikul'áková, PhD., univ.doc. Vice-Dean for Scientific Research and Quality Assessment doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	prof. ThDr. Marek Petro, PhD.	Vice-Dean for Science, External Relations, Development and Marketing			Greek-Catholic Theological Faculty
PhD.,univ.doc. Vice-Dean for Scientific Research and Quality Assessment doc. RNDr. Vincent Sedlák, PhD. Vice-Dean for Science, Research and Accreditation Faculty of Humanities and Natural Sciences	doc. PaedDr. Martin Klimovič, PhD.	Vice-Dean for Science, Accreditation and Doctoral Studies			Faculty of Education
	•	Vice-Dean for Scientific Research and Quality Assessment			Faculty of Health Care
doc. PhDr. Bohuslav Kuzyšin, PhD. Vice-Dean for Accreditation, Science and Doctoral Studies Faculty of Orthodox Theology	doc. RNDr. Vincent Sedlák, PhD.	Vice-Dean for Science, Research and Accreditation			Faculty of Humanities and Natural Sciences
	doc. PhDr. Bohuslav Kuzyšin, PhD.	Vice-Dean for Accreditation, Science and Doctoral Studies			Faculty of Orthodox Theology

Name	Position	Steering Committee	Working Group	Management line/ Department
doc. Mgr. Annamária Kónyová, PhD.	Director			Centre of Languages and Cultures of National Minorities
Ing. Peter Haľko	Director			University Library
doc. PhDr. Martin Javor, PhD.	Director			Centre of Competences and Lifelong Learning
prof. ThDr. PaedDr. Ing. Gabriel Pal'a, PhD.	University Quality Representative			Rectorate
JUDr. Veronika Grucová	Head of Human Resources Department			Rectorate
Mgr. Nikola Tesľuková	PhD. student (R1)			Faculty of Humanities and Natural Sciences
Ing. Jana Chovancová, PhD.	Researcher (R4)			Faculty of Management and Business

Your organisation must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4 (https://euraxess.ec.europa.eu/europe/career-development/training-researchers/research-profiles-descriptors), as well as appoint a Committee overseeing the process and a Working Group responsible for the implementation of the HR Excellence in Research process.

Provide information on how the researchers groups were involved in the GAP-analysis:

Stakeholder group	Consultation format	Contributions
R1 – R4 researchers / employees of PU	survey / questionnaire	Survey to obtain quantitative data on the perceived level of implementation of the Charter and Code principles. Based on the results obtained, gaps and areas for improvement in existing HR policies are identified.
lecturers / employees of PU	survey / questionnaire	Survey to obtain quantitative data on the perceived level of implementation of the Charter and Code principles. Based on the results obtained, gaps and areas for improvement in existing HR policies are identified.
Department of Science, Arts, Sports and Accreditation	semi-structured interviews, consultations	Qualitative review of current HR policies, comprehensive gap analysis, and identification of opportunities for enhancement.
Human Resources Department (HR)	semi-structured interviews, consultations	Qualitative review of current HR policies, comprehensive gap analysis, and identification of opportunities for enhancement.
Ethics Committee, Ethics Committee for Research, Committee for Science and Research	semi-structured interviews	Qualitative review of current HR policies, comprehensive gap analysis, and identification of opportunities for enhancement.
Rector, 5 Vice-Rectors, 8 Deans, Academic Senate	SC meetings / discussions	Review, audit and approval of all HRS4R documents (GAP analysis, OTM-R checklist, Action Plan, etc.).
Vice-Rector for Science, Arts, Sports and Accreditation, Faculty Vice-Deans	WG meetings / discussions	Coordination of working group activities, preparation and evaluation of HRS4R documentation, and encouragement of R1 to R4 researchers to participate in the survey.

Please describe how the Committee overseeing the process was appointed and how it worked (meetings, decisions, etc.):

The **Steering Committee (SC)** was created by the PU management (December, 2nd, 2024) and was chaired by the Vice-Rector for Science, Arts, Sports and Accreditation. The composition of the SC covers the rector's office as well as the individual faculties of the University of Prešov. The composition of the SC was also designed to include all relevant stakeholders covering all HR processes taking into consideration following principles:

• systematicity - SC members meet regularly, which ensures smooth and timely review and approval of all measures to be implemented as part of the HRS4R process in the future (action plan, etc.),

- time efficiency SC members are also members of the university/faculty management and advisory bodies, which contributes to the effective use of time during SC meetings and reduces the administrative costs of organizing SC meetings,
- complexity all key stakeholders are involved in the entire HRS4R process, covering all human resource management processes at the university and individual faculties.

After the WG produced the drafts of individual documents (GAP Analysis, Action Plan), the SC commented on them. The final versions of all documents were approved by the PU management (September, 29th, 2025).

Please describe how the Working Group doing the Gap Analysis was appointed:

The **Working Group (WG)** was created by the PU management (December, 2nd, 2024) and was chaired by the HRS4R coordinator. The composition of the SC includes persons responsible for the subject area at the rector's office as well as at individual faculties of the University of Prešov. The members of the WG were appointed from among the management staff, researchers, and administrative employees of the individual faculties.

WG were tasked with preparing partial GAP analyses and OTM-R checklists, which were then finalized in cooperation with the SC. Faculty representatives (members of the WG) were also responsible for ensuring the participation of researchers in a university-wide survey, which served as a qualitative basis for identifying gaps in current HR policies.

A total of 339 employees and doctoral students participated in the survey (including 333 researchers in categories R1-R4). This represents 66.07 % of all 504 researchers at the university.