

Actions	Details	GAP principles	Timing	Responsible Unit	Indicator(s)/ Target (s)	Results /Current Status
<p>1. Monitoring of the payroll statistics</p>	<p>Monitoring of all categories of researchers with the goal of setting a comparable financial condition in the environment of equal public universities. Determination of the responsible person at ED, a periodical output at least once a year (individual position that are comparable to other universities in the Czech Republic) with the goal of improving of the competitiveness</p>	<p>13, 22, 26</p>	<p>1Q 2019 Extended to 3Q2019</p>	<p>Head of HR Department</p>	<p>Periodic output processed once a year and submitted as a basis for discussing the JEPU budget for the next year.</p>	<p>Completed. Statistics are processed once a year by HR Dpt. Internal Wage Regulation created, now consulted at Ministry of Education.</p>
<p>2. Revision of the Rules of competitive Selection Procedures.</p>	<p>Focusing on: a) using an international advertisement when recruiting the researchers b) specification of the requirements on the members of the selection committee and their training c) the transparency when recruiting and selecting the researchers and feedback for the candidate (strengths and weaknesses) d) to enshrine evaluation criteria at candidates from the research employees area e) to specify the methods and records from the evaluation of the candidates f)to allow for a complex evaluation of the competency of the candidate</p>	<p>12,13,14,15,16,17,18,19,21</p>	<p>2Q2019 Extended to 4Q2020</p>	<p>Head of HR Department,</p>	<p>Issuance of the updated Rules of the selection procedure for filling academic staff at JEPU (hereinafter RSP). Publication of the Methodology for the RSP, that develops principles of Charter and Code in JEPU environment. OTM-R policy at JEPU published.</p>	<p>Completed. Revised Rules of Selection Procedure, Methodology for RSP and OTM-R politics at JEPU were issued.</p>
<p>3. Implementation of the Code of Ethics</p>	<p>Documentation (presentation, report, attendance list, photo documentation) of realization of round tables on all faculties</p>	<p>2, 4, 7, 8, 9</p>	<p>3Q2019</p>	<p>Chairman of the Ethics Committee</p>	<p>Round tables were held at all faculties and the mutual relations between university-wide and faculty</p>	<p>Completed.</p>

EVALUATION OF ACTION PLAN AT JEPU 2019- 2020



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	<p>(sorting out the stances and views on ethic in the subject of science and research, gathering the suggestions and questions). Organisation of an open panel discussion for JEPU employees with an attendance of renown authorities and experts in the field of ethic. Development of university wide discussion to ethical and professional aspects of research throughout all faculties nad researcher levels. Outputs from the panel discussion will be included into the researcher education in the field of ethic (Connected with the action number 7). Specification of mutual relations between university wide and facultative ethical committees.</p>				ethics commissions were specified.	
<p>4. Concept of Support of Young Research Staff Guidance.</p>	<p>Processing the concept of supervision of young researchers, that is designated for supervisors and management of the research. Processing the methodology of correct praxis during research and resources management. Realization of trainings of all supervisors at least once a year. Realization of trainings, workshops etc. in the field of ethics and intellectual property for starting researchers. Educational activities realized subsequent to action number 7 (educational module on JEPU). Update of Staff regulation and implementation of objectives and rules of mentoring. Connected with the internal wage regulation of JEPU. Creation and implementation of the Concept and follow-up methodology.</p>	<p>2, 21, 31, 32, 36, 37, 38, 39, 40</p>	<p>3Q 2019</p>	<p>Vice-rector for science</p>	<p>Update of the Working Rules of JEPU employees and introduction of the job description and principles of the mentor's activities. Publication of a concept, ie a Methodology for leading young researchers. Implementation of mentor training.</p>	<p>Completed. Publication of the Working Rules of JEPU employees and Methodology for leading young researchers. Extended. Mentor training and workshops have been moved to Action Plan 2021-23.</p>

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<p>5. The revision of the Career System at JEPU including the revision of the Career Plan.</p>	<p>Indicators:</p> <ul style="list-style-type: none"> a. An update of Staff regulation and implementation of following stated principles: <ul style="list-style-type: none"> - Each starting researcher has a mentor. - Value of a mobility is one of evaluation criteria of career growth. - Processing the pattern of supervision report. b. Implementation of a category post-doctoral student. c. Realization of workshops of mentors/supervisors (follow up on the action number 7). <p>Goals:</p> <ul style="list-style-type: none"> a. To define the content of mentor/supervisor activity and designation of his/her rights and duties. b. To process approaches within the Career plan evaluation of a starting researcher. c. Evaluation of supervisor activity within his career plan (a part will be regular evaluation of a mentor from the view of starting researcher). d. Career regulation JEPU, connected with Career plans of individual researchers and their workplaces. 	<p>11,21, 25, 29, 36, 37, 40</p>	<p>4Q 2019</p>	<p>Vice-rector for study</p>	<p>Update of the Career Rules Directive at JEPU. Update of the Working Staff Regulation at JEPU.</p>	<p>Completed. The Career Rules Directive and the Working Staff Regulation were revised.</p>
<p>6. Processing of a Strategy of Science and</p>	<p>Indicators:</p> <p>Realization of university wide discussion about strategy, supplied by the deputy of public management. Strategy is in correspondence with the government strategy of research:</p> <ul style="list-style-type: none"> a. Discussion with vice-deans for science of individual faculties and their forwarding in the field of science and research. Gathering of suggestions. 	<p>2, 3, 4, 8, 9</p>	<p>4Q 2019</p>	<p>Vice-rector for science</p>	<p>Publishing of the Research Strategy at JEPU. Educational activities: workshops, training (e.g. intellectual property).</p>	<p>Completed. The Research Strategy at JEPU has been issued.</p> <p>Extended.</p>

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Research at JEPU.	<ul style="list-style-type: none"> b. Panel discussion about JEPU strategy substituted by all faculties, with participation of deputies from the region (Ústí nad Labem and the Ústecký region) and governmental deputies for Ústecký region c. Connection of JEPU strategy with national strategy of science and research (Innovation strategy CZ 2019-2030). d. Proposal of a strategy discussed in appropriate process, that means Academic Senate and the management of JEPU. e. Issue of a document Strategy of science and research. f. From January 2020, other activities connected: workshops, trainings (for example field of technology transfer). <p>Goals:</p> <ul style="list-style-type: none"> a. JEPU profile in the field of research and science in time. b. Setting up system of research tasks connections on Strategy of science and research on JEPU. 					Educational activities: workshops, training (e.g. intellectual property) have been moved to another Action Plan JEPU 2021-23.
7. Establishment of an internal informational and educational portal for all researchers at JEPU.	<p>Indicators:</p> <p>Creation and launch of functional internal informational and educational portal for all researchers (with following implementation for all university employees).</p> <ul style="list-style-type: none"> a. Realization of survey, with a goal of defining the battery of individual educational panels. It will be supplied by a discussion with executive workers and experts, that also define educational circles. b. Survey will be done once a year. 	2,7,9,31,32 38,39	2Q 2020	Head of HR Dpt.	Implementation of questionnaire survey. Creation of internal educational portal at JEPU, the first panel for this implementation period.	<p>Completed.</p> <p>Questionnaire survey has taken place in 1Q2021.</p> <p>Extended.</p> <p>Next three panels are part of next Action Plan JEPU 2021-23.</p>

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	<p>Goals: Creation of an educational module in an internal information system (IMIS), that will be divided on 4 panels:</p> <ul style="list-style-type: none"> a. basic panel (offer of seminars, e-learning courses, internal norms of JEPU, Health Security field, managements skills, ethical rules etc.) b. specialization panel (offer of educational in individual profession qualification requirements) c. panel of management – with a focus on leadership, mentoring etc. 					
<p>8. Processing the internal JEPU regulation for technology transfer.</p>	<p>Indicators:</p> <ul style="list-style-type: none"> a. Establishing an optimal personal occupation of Technology Transfer Centre (CTT) in a range of director (business development manager), lawyer specialising on intellectual property and administrative worker. b. Revision of current directive for intellectual property protection number 5/2010 (connection to CTT and solution for co-writing). c. Realize at least by 50% of all researchers a training, workshops focused on protection of intellectual property, lectures about sharing the good praxis (connected to action number 7). d. Rector appoints the advisory panel CTT, that consists of internal and external workers, that deal with the problematic of intellectual property. <p>Goals:</p>	<p>2,3,4, 8,9, 31, 32</p>	<p>3Q2020</p>	<p>Vice-rector for science</p>	<p>Staffing of the Centre for Technology of Transfer and Knowledge consisting of a manager and an administrator is ensured.</p> <p>Revision of the current directive on the protection of intellectual property, including implementation methodologies.</p>	<p>Completed. Centre for Technology of Transfer and Knowledge of JEPU (hereinafter “CTKT”) has been staffed by a manager and administrator.</p> <p>Regulation of the Intellectual Property Protection at JEPU has been revised, including implementation methodologies.</p>

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	<ul style="list-style-type: none"> a. To strengthen systematically and by the competences the CTT as an executive service workplace for researchers. b. To set a way of cooperation with faculties. To process the methodology, for example for the field of open-access. c. Processing the working procedures of the Centre into the internal regulations. 					
<p>9. Creation of the Centre for the Child Care</p>	<p>Indicators: Creation of fully functional Centre for pre-school children (of researchers, employees and students of JEPU) care. Centre will be placed inside the Campus.</p> <p>Goals: Two effects of this benefit: Creating an environment for connecting the private and professional life for current and future researchers and other JEPU students and employees, with PF students being able to gain praxis here.</p>	<p>24, 27, 28, 38</p>	<p>4Q 2020</p>	<p>Vice-rector for development and quality</p>	<p>Establishing of a fully functional care center for preschool children of JEPU researchers, staff and students.</p>	<p>Extended. Centre has not yet been created due to a change in legislation (cancellation of children's groups and their replacement by crèches). Finding an alternative solution by university management.</p>