

3. Actions

Proposed ACTIONS		
Action 1	GAP Principle(s)	Timing (at least by year's quarter/semester)
Conducting research ethics workshop	(++) 2. Ethical principles(+/-) 7. Good practice in research	Q3/2023 to Q4/2023
	Responsible Unit	Indicator(s) / Target(s)
	Vice-Rector for Science and Research	I/T: Conducted workshops (no. of workshops: 2, 3 hours each; no. of participants: 200)/SUA will continue its activities focused on the research ethics awareness and antiplagiarism. Targets: R1-R4
Action 2	GAP Principle(s)	Timing (at least by year's quarter/semester)
Conducting a workshop in the field of Open Access	(++) 2. Ethical principles(+/-) 8. Dissemination, exploitation of results	Q2/2023 to Q4/2023
	Responsible Unit	Indicator(s) / Target(s)
	Head of the University Library; Vice-Rector for Science and Research	I/T: Conducted workshop (no. of workshops: 1, 2 hours; no. of participants: 60)/SUA will increase its activities focused on the open science awareness. Targets: R1-R4
Action 3	GAP Principle(s)	Timing (at least by year's quarter/semester)
Promotion and training for researchers on responsible science and implementation of data policy	(++) 2. Ethical principles(+/-) 3. Professional responsibility(+/-) 4. Professional attitude(+/-) 6. Accountability(+/-) 7. Good practice in research(+/-) 8. Dissemination, exploitation of results(+/-) 32. Co-authorship	Q3/2023 to Q2/2024
	Responsible Unit	Indicator(s) / Target(s)
	Vice-Rector for Science and Research, Head of ICT Unit.	I/T: Workshop focused on the IT security and personal data protection (no. of workshops: 1, 2 hours; no. of participants: 80); counselling on the topic/Targets: R1-R4
Action 4	GAP Principle(s)	Timing (at least by year's quarter/semester)
Creating diverse forums to increase multidisciplinary cooperation	(+/-) 4. Professional attitude(+/-) 7. Good practice in research(++) 21. Postdoctoral appointments (Code)	Q4/2023 to Q3/2024
	Responsible Unit	Indicator(s) / Target(s)
	Vice-Rector for Science and Research, Vice-Rector for Internationalisation	I/T: Science leadership program (1) for postdoctoral researchers and R3 program fully up and running/ Targets: R2-R3.
Action 5	GAP Principle(s)	Timing (at least by year's quarter/semester)

Increase the awareness of existing training and support opportunities available to researchers that enable them to communicate their research to non-expert audiences	(+/-) 8. Dissemination, exploitation of results(+/-) 9. Public engagement	Q2/2023 to Q1/2024
	Responsible Unit	Indicator(s) / Target(s)
	Vice-Rector for Communication and Practice	I/T: Develop a Communication Module (1), increase the use of social networks for news dissemination/ Targets: R1-R4.
Action 6	GAP Principle(s)	Timing (at least by year's quarter/semester)
Workshop focused on the intellectual property protection and technology transfer	(+/-) 5. Contractual and legal obligations(+/-) 31. Intellectual Property Rights	Q2/2023 to Q4/2023
	Responsible Unit	Indicator(s) / Target(s)
	Head of University Technology Transfer Centre; Vice-Rector for Science and Research	I/T: Conducted workshop (no. of workshops: 1; no. of participants: 45), providing information about intellectual property and technology transfer/ Targets: R1-R4.
Action 7	GAP Principle(s)	Timing (at least by year's quarter/semester)
Revision of the Code of Ethics of the SUA	(++) 1. Research freedom(++) 2. Ethical principles(++) 34. Complaints/appeals	Q3/2023 to Q1/2024
	Responsible Unit	Indicator(s) / Target(s)
	Ethical Committee	I/T: Revised Code of Ethics/ Targets: all students and employees of SUA.
Action 8	GAP Principle(s)	Timing (at least by year's quarter/semester)
Developing of a framework of principles for career development	(+/-) 11. Evaluation/ appraisal systems(+/-) 17. Variations in the chronological order of CVs (Code)(+/-) 18. Recognition of mobility experience (Code)(+/-) 19. Recognition of qualifications (Code)(+/-) 25. Stability and permanence of employment(+/-) 28. Career development(+/-) 29. Value of mobility(+/-) 38. Continuing Professional Development(+/-) 39. Access to research training and continuous development	Q1/2024 to Q3/2024
	Responsible Unit	Indicator(s) / Target(s)
	HR Unit, Vice-Rector for Science and Research	I/T: Framework of principles for career development, better guidance for researchers through their career/ Targets: R1-R4.
Action 9	GAP Principle(s)	Timing (at least by year's quarter/semester)

Standards for using of modern, international tools for recruitment	(+/-) 12. Recruitment(-/+) 13. Recruitment (Code)(+/-) 14. Selection (Code)(-/+) 15. Transparency (Code)(+/-) 16. Judging merit (Code)(+/-) 17. Variations in the chronological order of CVs (Code)(+/-) 18. Recognition of mobility experience (Code)(+/-) 19. Recognition of qualifications (Code)(++) 20. Seniority (Code)(++) 21. Postdoctoral appointments (Code)	Q3/2023 to Q2/2024				
	<table><tr><th>Responsible Unit</th><th>Indicator(s) / Target(s)</th></tr><tr><td>HR Unit, Vice-Rector for Science and Research</td><td>I/T: Training of human resources employees (no. of trained employees: 10) in the use of the tools. Use of modern tools for recruitment. Unification of the style and manner of publishing vacancies. Increased number of applications from abroad/Targets: SUA HR unit.</td></tr></table>	Responsible Unit	Indicator(s) / Target(s)	HR Unit, Vice-Rector for Science and Research	I/T: Training of human resources employees (no. of trained employees: 10) in the use of the tools. Use of modern tools for recruitment. Unification of the style and manner of publishing vacancies. Increased number of applications from abroad/Targets: SUA HR unit.	
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Action 10	GAP Principle(s)	Timing (at least by year's quarter/semester)				
Improving the bilingual environment at SUA	(++) 10. Non discrimination(+/-) 24. Working conditions	Q2/2023 to Q2/2024				
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Action 11	GAP Principle(s)	Timing (at least by year's quarter/semester)				
"Gender Equality Plan" and "Diversity and Inclusion Strategy" updated and promoted	(++) 2. Ethical principles(++) 10. Non discrimination(+/-) 24. Working conditions(++) 27. Gender balance	Q1/2024 to Q3/2024				
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Action 12	GAP Principle(s)	Timing (at least by year's quarter/semester)				
Promotion of mobility and guidance on related practical matters	(+/-) 18. Recognition of mobility experience (Code)(+/-) 29. Value of mobility	Q2/2023 to Q4/2023				
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Action 13	GAP Principle(s)	Timing (at least by year's quarter/semester)
Developing measures to help researchers become an active part of the SUA community	(++) 10. Non discrimination(+/-) 22. Recognition of the profession(+/-) 23. Research environment(+/-) 24. Working conditions(+/-) 25. Stability and permanence of employment(-/+) 26. Funding and salaries(+/-) 28. Career development(++) 35. Participation in decision-making bodies(+/-) 36. Relation with supervisors	Q1/2024 to Q4/2024
	Responsible Unit	Indicator(s) / Target(s)
	SUA Faculties, AgroBioTechResearch Centre, HR Unit	I/T: Making employment agreements alongside grants whenever possible and facilitating the inclusion of the newly hired researchers in the SUA community/Targets: R1-R4.
Action 14	GAP Principle(s)	Timing (at least by year's quarter/semester)
Training and recommendations for selection committees members in the field of recruitment and selection of employees in accordance with OTM-R	(+/-) 12. Recruitment(-/+) 13. Recruitment (Code)(+/-) 14. Selection (Code)(-/+) 15. Transparency (Code)(+/-) 16. Judging merit (Code)(+/-) 17. Variations in the chronological order of CVs (Code)(+/-) 18. Recognition of mobility experience (Code)(+/-) 19. Recognition of qualifications (Code)	Q4/2023 to Q3/2024
	Responsible Unit	Indicator(s) / Target(s)
	HR Unit	I/T: Publication of OTM -R policy on the website (1), establishing open, transparent and fair recruitment and selection, a prepared set of recommendations in the field of recruitment and selection of employees (1), feedback for candidates (recetion letter template; type: word file), training action on the OTM-R policy (1); publishing the job vacancies on international portals in English/Targets: SUA HR Unit, R1-R4, External memebbers of selection committees.
Action 15	GAP Principle(s)	Timing (at least by year's quarter/semester)
Design of the process of personal development planning	(+/-) 23. Research environment(-/+) 30. Access to career advice(+/-) 37. Supervision and managerial duties(+/-) 40. Supervision	Q1/2024 to Q4/2024
	Responsible Unit	Indicator(s) / Target(s)
	HR Unit	I/T: Based on the evaluation of employees, the process of the personal development planning will be designed; individualised counselling in the field of career development; development of institutional HR strategy for the career development of researchers (1) and preparation of a comprehensive human resources management policy (1)/Targets: R1-R4.
Action 16	GAP Principle(s)	Timing (at least by year's quarter/semester)

Training of senior staff	(+/-) 11. Evaluation/ appraisal systems(+/-) 28. Career development(+/-) 37. Supervision and managerial duties(+/-) 39. Access to research training and continuous development(+/-) 40. Supervision	Q2/2024 to Q4/2024				
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Action 17	GAP Principle(s)	Timing (at least by year’s quarter/semester)				
Language courses for administrative and technical staff	(+/-) 25. Stability and permanence of employment(+/-) 28. Career development(+/-) 38. Continuing Professional Development	Q3/2023 to Q4/2024				
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Action 18	GAP Principle(s)	Timing (at least by year’s quarter/semester)				
Build greater awareness of the opportunities for teaching available at the SUA faculties	(-/+) 33. Teaching	Q3/2023 to Q3/2024				
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HR Unit, SUA faculties	I/T: Information activities to build awareness of teaching opportunities/Targets: R1-R4.					
Action 19	GAP Principle(s)	Timing (at least by year’s quarter/semester)				
Revision of principles of administrative and financial management of the projects	(+/-) 5. Contractual and legal obligations(+/-) 6. Accountability(+/-) 7. Good practice in research	Q4/2023 to Q4/2024				
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