

EURAXESS

GAP Analysis (Charter and Code Checklist)

Case number

2022IT838957

Name Organisation under review

UNIVERSITA' DEGLI STUDI DI URBINO CARLO BO

Organisation's contact details

VIA SAFFI,2, URBINO, 61029, Italy

Date endorsement charter and code

06/10/2022

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[GAP Analysis overview](#)

The Charter and Code provides the basis for the Gap analysis. In order to aid cohesion, the 40 articles have been renumbered under the following headings. Please provide the outcome of your organisation's GAP analysis below. If your organisation currently does not fully meet the criteria, please list whether national or organisational legislation may be limiting the Charter's implementation, initiatives that have already been taken to improve the situation or new proposals that could remedy the current situation. In order to help the organisation's recruitment strategy, a specific self-assessment checklist is provided for Open, Transparent and Merit-Based Recruitment.

European Charter for Researchers and Code of Conduct for the Recruitment of Researchers : GAP analysis overview

- **Status** : to what extent does this organisation meet the following principles?
- **Implementation (++, +/-, -/+, --)** :
 - ++ fully implemented
 - +/- almost but not fully implemented
 - -/+ partially implemented
 - -- insufficiently implemented
- **GAP** : In case of --, -/+, or +/-, please **indicate the actual "gap"** between the principle and the current practice in your organisation.
- **Implementation impediments** : If relevant, please list any national/regional legislation or organisational regulation currently impeding implementation.
- **Initiatives undertaken/new proposals** : If relevant, please list any initiatives that have already been taken to improve the situation and/or new proposals that could remedy the current situation.

Status

Ethical and Professional Aspects

Status

1. Research freedom

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>Research freedom is stated by Article 33 of the Constitution of the Italian Republic: "The Republic guarantees the freedom of the arts and sciences, which may be freely taught.". Moreover, according to National Law 240/2010, universities are the primary seat of free research. In compliance with the above-mentioned laws, UniUrb guarantees research freedom as foreseen by its Statute - Art. 2: "Freedom of choice on topics and research methods; research is connected to the academic recruitment field, with the possibility of interdisciplinary collaboration." and its Code of Ethics - Art. 5: "Freedom of teaching and research is recognized as essential for conducting academic institutional activity." The effectiveness and actual implementation of the principles stated in the Statute and Code of Ethics is demonstrated by the survey results, with an average agreement of 3.69 and 73.4% of researchers totally agreeing with the proposed item.</p>

Status

2. Ethical principles

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		National Law 240/2010 - Art. 2 requires all Universities to adopt an ethical code for the respective academic communities. UniUrb ensures compliance with ethical principles mainly by adopting its Code of Ethics which is published on the University website. Ethical principles are also referred to in the following documents: - Employees' Code of Conduct; - Code of Conduct for the Safeguard and Prevention of Mobbing and Moral and Sexual Harassment. Moreover, the respect of Ethical principles is guaranteed by specific Committees overseeing: - compliance to the Code of Ethics (Ethics Commission); - Animal Welfare; - Compliance to Ethical principles in Human Experimentation (Ethics Committee for Human Experimentation). The high average agreement (3.41/4.00) on the related item in the survey, with 55.1% of respondents who totally agree in stating the full implementation of the principle, and 33.5% who partially agree, confirm that not only the Ethical principles are highly rated within UniUrb, but also that the high majority of the researchers is aware of the University's Ethical engagement.

3. Professional responsibility

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		Professional responsibility is referred to in the Code of Ethics - Art. 9. Intellectual and joint property are also governed by the internal Regulation on Patents and Industrial Property and by the Regulation on third-party activities and research funding. 95,8% of the researchers who answered the survey declares that they are aware of their responsibility towards society and towards the scientific community. Therefore, they are strongly committed to respect intellectual property and avoid plagiarism.

Status

4. Professional attitude

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	According to survey results, researchers are well aware of the University's and Departments' strategic goals governing their research activity; however, R3 and R4 show to be familiar with funding mechanisms and the strategic orientations of national and international programmes leading research activity in their scientific area, while R1 and R2's awareness in this field is insufficient. Training strategies in these respects are therefore to be improved in order to make early career researchers more familiar with funding schemes and national and international R&D strategic goals.	Researchers are acquainted with the University's research strategic goals, which are presented in the University Strategic Plan (PSA) and Department Strategic Plan (PSD) which are defined and approved by the Academic Bodies and published in the University website. These plans comply with the programmatic documents published periodically by the Italian Ministry for University and Research (MUR), aiming at identifying those areas of research proving more strategic in order to answer the societal needs, and therefore considered priorities in the national and international contexts. As declared in the UniUrb Regulation on academic duties of Professors and Researchers - Art. 3, § 4: "Scientific research is both a right and an academic duty for professors and researchers. In this sense, they are required to carry out their research activity with commitment and continuity, in line with their Department's Strategic Plan, contributing to the scientific reputation of the Department itself and of the University, as well as to their funding based on ministerial Ordinary Financing Fund (FFO)." In order to ask for the necessary approvals before interrupting and/or modifying their research activity or accessing the resources provided, researchers are required to follow: - Guidelines for the bestowal of the sabbatical year to Professors and for the bestowal of study leave to Researchers; - Guidelines for maternity leave; - Regulation governing incompatibilities and extra-institutional assignments conferred on University Professors and Researchers on permanent and fixed-term contracts, to start research activities outside University. PhD students and Research Fellows must seek permission from the Department before starting research activities or accessing resources and they are required to respect PhD regulation - Art. 21 and Regulation for the award of Research Fellowships - Art. 17. With regard to research projects funded by external organisations and in response to competitive calls for proposals, researchers comply with the obligations and timeframes set out in the calls for proposals and/or in the agreements and contracts with the external funders. In order to help researchers to better know the national and international calls for proposals and their rules, UniUrb organises periodic training with APRE (Agency for the Promotion of European Research) and has established a Grant Office. In order to improve the scouting activities for available funding opportunities and the project design assistance provided to all researchers, UniUrb has also signed a framework agreement with an external consultancy agency (Sinergia) thanks to which professionals with high levels of expertise offer support for scouting, design and management of projects financed with national and international funds. UniUrb has

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
		to fill the gap highlighted by the survey results, UniUrb is already providing specific training, also addressed to early career researchers, focussing on the strategic goals of the main European funding programmes (e.g. Horizon Europe). (ACTION 1).

5. Contractual and legal obligations

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	The National legislation on industrial property (D.Lgs. 30/2005), including patents and new products development, has been updated on 23/08/2023, therefore it is necessary to revise internal regulations and to spread information about the newly introduced legislative features.	According to survey results, the majority of researchers are familiar with the national and international regulations concerning the intellectual property and the funders' conditions. Legal obligations together with references to the Intellectual Property Rights are included in the contracts for Research Fellows and R1, while Junior fixed-term researchers, R3 and R4 are provided with the internal Regulation on academic duties of Professors and Researchers, Regulation on incompatibilities and appointments for University Professors and Researchers and with the University's Employees' Code of Conduct as they are appointed by Rectoral Decree. Industrial and Intellectual property are also governed by the following internal regulations, published in the University website: -Employees' Code of Conduct; - Regulation on Patents and Industrial Property; - Regulation on third-party activities and research funding; -PhD regulation - Art. 22. In order to ensure the consistency between national legislation and internal regulations, the existing Regulation on Patents and Industrial Property will be updated in order to incorporate the changes introduced by the new legislative framework (ACTION 2).

Status

6. Accountability

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>Accountability is mentioned in the Employees' Code of Conduct - Art. 3, in the Code of Ethics - Art. 14 and in the University Regulation for Administration, Finance and Accounting - Art. 1. Junior fixed-term researchers (RTD-a), R3 and R4 have personal research funds, annually distributed within each Department, to support their research activities (e.g. expenses linked to publications, conference organisation, travel and subsistence, research equipment etc.). PhD students receive a budget for their research activities as governed in the following regulations: - PhD regulation - Art. 18; - Guidelines for the use of the 10% budget to PhD students for Research Activities in Italy and Abroad. Survey results confirm that 72,9% of the researchers are aware that they are accountable for the financial management of their research funds, and they declare that they adhere to the principles of transparency and efficient use of the research funds. Concerning public funding from national or international funding organisations, the University Grant Office supports researchers in the financial management of their grants. Moreover, depending on the funding programmes, Uniurb appoints committees in charge of internal audits and/or cooperates with external authorised audits in order to ensure transparency and the proper management of public resources. Internal audits are also conducted by the Board of Auditors (Collegio dei revisori dei conti), which periodically carries out spot checks. The Board of Auditors is the internal control body for the regularity of the University's administrative, financial and accounting management. Its tasks and organisational and operational procedures are listed in the University Regulation for Administration, Finance and Accounting and its composition is defined in the University Statute - Art. 19. Finally, relevant documents are collected and stored in order to be available for external audits.</p>

Status

7. Good practice in research

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	There is no specific regulation or training on ICT security for researchers.	<p>Safe working practices are regulated by the Regulation for the protection of health and safety at work. All newly recruited researchers have to attend mandatory safety training courses (general measures and intermediate level training for specific risks) within two months from employment. The same courses are mandatory also for all the researchers who are in any way responsible for human resources management (e.g. PIs, supervisors, Department Chairs.) In addition to the courses required by national legislation, UniUrb organises courses on biological, chemical and electromagnetic radiation hazards for researchers working in scientific laboratories. PhD students expected to work in scientific laboratories are required to attend safety training courses on specific risks, delivered in Italian as well as in English. In addition, UniUrb provides useful information about data protection and confidentiality protection requirements on the privacy page of the University website and offers a course about GDPR (General Data Protection Regulation) that is mandatory for all researchers. Although survey results confirm a good level of awareness for researchers at all stages of their career, specific training on cybersecurity attacks and information technology disasters (e.g. proper back-up strategies), will be implemented for all researchers (ACTION 3).</p>

8. Dissemination, exploitation of results

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>This principle is generally implemented, with the University actively encouraging both the dissemination and the exploitation of results by various means. Yet, the dissemination of results is not equally supported for researchers at all stages of their career. Indeed, Research Fellows do not have specific financial resources they can use to disseminate their research outputs. Moreover, while in R2-R4 institutional personal webpages there is a direct link to IRIS-ORA, PhD students do not have a personal webpage allowing them to display their IRIS profile via the Institutional website.</p>	<p>Dissemination and exploitation are part of the so-called “Third Mission” activities, which concern Social Impact and Knowledge & Technology Transfer. These activities are defined and regulated by the internal “Third Mission Guidelines”. Uniurb fosters the dissemination by adhering to the principles of open access (OA) to scientific literature through: - Policy of the University of Urbino Carlo Bo on open access to scientific literature (Open Access); - implementation of the Institutional Repository IRIS-ORA (Open Research Archive) that allows researchers at all stages of their career to store and disseminate their research products; - Urbino University Press (UUP); - transformative agreements to support the transition to Open Access publications. Furthermore, researchers can disseminate their research results thanks to the participation in conferences and scientific congresses in Italy and abroad, using their personal research funds to cover travel and subsistence expenses. Moreover, UniUrb promotes dissemination of research results through the allocation of specific contributions for the organisation of scientific events in Urbino (i.e Contributi straordinari per manifestazioni di rilevante interesse scientifico). In accordance with National Law 240/2010 - Art. 6, § 9) and D.M. 168/2011, researchers are committed to exploit their research results (e.g. patents, spin-offs, etc) with the support of the Third Mission (i.e. Social Impact and Knowledge & Technology Transfer) Office. Exploitation is governed by the following regulations: - Regulation on Patents and Industrial Property; - Regulation on third-party activities and research funding; - Regulation on spin-offs and start ups. In order to improve the Knowledge and Technology Transfer processes and the exploitation of research results of researchers at all stages of their career, a Knowledge Transfer Manager and an Innovation Promoter have been recently recruited. UniUrb’s Departments will be required to allocate a budget intended to cover Research Fellows’ dissemination costs (e.g. mission reimbursements and/or publications) (ACTION 4). Moreover, in order to easily access the PhD students’ IRIS profiles, UniUrb will provide them with an institutional personal webpage directly linked to IRIS-ORA (ACTION 5).</p>

Status

9. Public engagement

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>Survey results show the researchers' commitment to make the results of their work known to society, ensuring that they can be understood by a non-specialist public. UniUrb encourages researchers to make their research results known to society at large: indeed, public engagement is one of the main goals listed in the University's Strategic Plan 2021-2023 and Departments' Strategic Plans. Moreover, UniUrb has published an internal call for the allocation of the University's funds to support public engagement initiatives. All the Public Engagement initiatives are stored in the University's Public Engagement database; particularly remarkable are "MOOC" (Massive Open Online Courses), freely accessible, and "UniUrb Spritz", i.e. meetings organised by UniUrb's researchers to discuss their research topics with citizens, students and tourists in the city's bars. Moreover, UniUrb is a member of APEnet, the Italian network of the Universities and Research Institutes for the Public Engagement.</p>

Status

10. Non discrimination

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented	Survey results confirm the absence of any kind of discrimination within the University; however, they have highlighted the perception of disparities in the treatment of researchers at different stages of career.	<p>Uniurb explicitly rejects any form of discrimination on the basis of gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic condition, as stated in the Code of Ethics - Art. 7 and the Statute - Art. 1, § 7: “The University guarantees and promotes, also through positive actions, the principle of equal opportunities and the enhancement of gender differences. It opposes, in all its spheres of competence, any form of discrimination, direct or indirect, with particular regard to sex, race, skin colour, ethnic or social origin, language, religion, personal beliefs, political or any other opinion, membership of a national and/or cultural minority, socio-economic conditions, disability and health conditions, age, sexual orientation, marital status.” The valorisation and non-discrimination of the underrepresented categories is promoted by the University Guarantee Committee for equal opportunities, enhancement workers’ well-being and against discrimination (CUG), aiming at promoting the workers’ general well-being, and at preventing any form of moral/psychological violence towards each member of the Academic community. Concerning potential gender discrimination, in 2023 UniUrb has published its Guidelines concerning the use of institutional language, respectful of gender equality, with which all institutional communication, both internally and externally directed, have to comply. Although Academic Position is not one of the aspects envisaged by the principle, the perception of disparities in the treatment of researchers at different stages of career deserves further attention. UniUrb is implementing a new questionnaire on organisational well-being which will include items related to this phenomenon. The questionnaire will be submitted to all Researchers for the first time in 2024 (ACTION 6).</p>

Status

11. Evaluation/ appraisal systems

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented	Evaluation/Appraisal systems are dictated by national legislation. Therefore, internal researchers' assessment has necessarily to comply with them.	<p>Survey results show an average satisfaction of the researchers' community towards the evaluation/appraisal systems in use. According to National Law 240/2010 - Art. 6, §7, the evaluation of the quality of the activities of Universities and public research institutes is conducted, at a national level, by the Italian National Agency for the Evaluation of Universities and Research Institutes (Agenzia Nazionale per la Valutazione delle Università e della Ricerca – ANVUR). ANVUR carries out a periodical Research Quality Assessment (Valutazione della Qualità della Ricerca – VQR), assessing Italian Universities as wholes and single Departments, by requiring all relevant data concerning scientific production, such as publications (selected by the Institutions) and Third Mission outputs. Moreover, National Law 240/2010 - Art. 16, defines the procedure for the recruitment of Associate and Full Professor, based on the National Scientific Qualification (Abilitazione Scientifica Nazionale - ASN). A national commission evaluates and assesses the candidate's scientific profile considering diverse outputs not limited to publications such as the ability to manage a research team, patents, collaboration to national or international projects, mobility etc. In compliance with national legislation, ASN is necessary for career progressions from R2 to R3 and from R3 to R4 stage within UniUrb. PhD students' admission to the following year or to the final dissertation is subject to their positive assessment by their doctoral Board; Research Fellows have to submit an annual written report about their activities to their Supervisor and to the Department Board for final evaluation. R2 - R4 are required to periodically submit a report about their teaching and research activities (in compliance with National Law 240/2010 - Art. 6, § 7-8) that is assessed by their Department (see the Regulation on the Professors and Researchers' performance of the teaching, student services and research activities). Concerning R3 and R4, salary increments are decided on the basis of a specific Salary increments regulation, taking into account their research performance; the allocation of personal research funds is mainly based in VQR results and other criteria outlined by ANVUR. In compliance with National Law 240/2010, UniUrb has appointed an Internal Evaluation Committee (i.e. Nucleo di Valutazione Interna - NdV) in charge of overseeing and assessing the quality of research and of professional performance of all the University's staff on a regular basis and in a transparent manner. Finally, by subscribing the Agreement of Reforming Research Assessment (ARRA), UniUrb joined the Coalition for Advancing Research Assessment (CoARA). Consistently with the principles outlined by the Agreement, UniUrb is committed to improve the assessment of researchers for the purposes of recruitment or career progressions by recognising the diversity of research activities, practices and outputs.</p>

Recruitment and Selection - please be aware that the items listed here correspond with the Charter and Code. In addition, your organisation also needs to complete the checklist on Open, Transparent and Merit-based Recruitment included in a separate section, which focuses on the operationalization of these principles.

Status

12. Recruitment

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>Although the Italian legal framework does not allow to reserve positions to disadvantaged/underrepresented groups, both national legislation and internal regulations pay high attention to ensure equal opportunities and avoid any kind of discrimination. For what concerns the possibility to resume a career in research after a voluntary or involuntary interruption, survey results show a low level of agreement (see below, principle 17). There is no comprehensive document stating our general OTM-R policy, and internal regulations concerning R1 and R2 do not mention the Charter & Code explicitly.</p>	<p>Although UniUrb's general OTM-R policy is not stated in a comprehensive document, UniUrb's internal regulations concerning researchers' recruitment and appointment procedures are based on the principles of transparency, merit, fairness and the respect of equal opportunities, as required by National Law 240/2010 which explicitly recalls the C&C (see OTM-R checklist 1, 2, 23). The same Law provides details concerning the specific entry and admission standards for each academic position (duration; entry requirements; standard remuneration, etc.). Selection criteria are mainly based on scientific competences and publications, teaching activities and CVs, without any positions reserved to underrepresented or disadvantaged groups. However, the University implements specific measures aiming at allowing the widest participation of disabled persons and non-EU candidates with international protection (see OTM-checklist 8). Moreover, UniUrb is a member of the Scholars at Risk network, and is therefore allowed to host threatened researchers fleeing from their countries and has implemented specific measures to host researchers fleeing from the Ukrainian crisis in 2022-2023. As for career breaks, the majority of research assessment procedures (e.g. VQR, ASN, etc) as well as the call for proposals (e.g. PRIN) launched by funding organisations (e.g. MUR) to finance research projects take into consideration interruptions related to maternity and/or parental leave or sickness leave when assessing researchers' scientific production, or applications to request funds. UniUrb is already committed to embed the HRS4R into its Strategic Plan 2024-26 and into its programmatic documents (ACTION 7). Moreover, as signatory of the Agreement on reforming research assessment, UniUrb is committed to discuss research assessment criteria based on diversity, inclusiveness and collaboration, recognising the interruption in the research career as potentially valuable. In compliance with the requirements of the ARRA's process, UniUrb will define a specific Action Plan with milestones. (ACTION 8). A comprehensive document stating UniUrb's overall OTM-R policy will be discussed, written and published on the institutional</p>

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
		website. (ACTION 9) Moreover, R1 and R2 regulations will be revised, ensuring that they mention the Charter & Code explicitly (ACTION 10).

13. Recruitment (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	Internal survey results confirm that UniUrb's researchers agree in considering the University's recruitment procedures open, transparent and inclusive, although there is lower agreement about the same procedures being internationally comparable. Indeed, both the regulations and the full versions of the calls for applications for advertised positions are in Italian, although an abstract of the call for application is available in English.	Calls for applications provide all the necessary information about both required and desirable competencies, as well as about knowledge that the potential candidate needs to possess, ensuring that it is not so specific as to exclude the majority of potential candidates. Job advertisements are published during the periods of regular academic activity, and the time-span between the job advertisement and the submission deadline is usually 30 days at least (see OTM-R checklist 11 and 12). National Law 240/2010 details the requirements that Italian universities must respect in the recruitment procedures, to guarantee these are open, efficient and transparent. By subscribing to the Agreement on Reforming Research Assessment, UniUrb committed to exchange practices and experiences enacted to implement the ARRA's principles, in order to avoid fragmentation and to ensure the coherence of assessment practices between organisations in Italy and abroad. In compliance with the requirements of the ARRA's process, UniUrb will define a specific Action Plan with milestones. (ACTION 8). In order to encourage the participation of international candidates and to make UniUrb's procedures internationally comparable, all the relevant information concerning R2-R4 job offers will be available on Euraxess in English and accessible from the UniUrb website via a direct link (ACTION 11).

Status

14. Selection (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>As confirmed by survey results, UniUrb's selection procedures are adequate in order to assess the candidate's qualities in relation to the advertised job position. Selection committees are appointed according to UniUrb's following regulations: - Associate and Full Professors' appointment regulation - Art. 6; - Fixed-term Researchers' appointment regulation - Art. 7; - Regulation for the award of Research Fellowships - Art. 12; - PhD regulation - Art. 16. Each selection committee is composed of a minimum of three members, ensuring internal gender balance (in compliance with D.Lgs. 165/2001 - Art. 57). Committee members are appointed taking into consideration their relevant experience, qualifications and competencies. External experts are included in all committees for the recruitment of R2, R3 and R4, while their presence is not mandatory for R1, unless the advertised position is activated in compliance with an agreement with external private companies (see OTM-R checklist 16 and 17).</p>

Status

15. Transparency (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>Transparency is perfectly implemented in the advertisement, application and selection phase, but not in the appointment phase. Indeed, the full Selection Committees' assessments are not published online. As a consequence, candidates are not informed about strengths and weaknesses of their applications. Survey results show high priority and low agreement in relation to this principle.</p>	<p>The calls for applications provide potential applicants with all information concerning organisation and recruiting unit; job title with specifications; researcher career profiles (R1-R4); number of available positions; entitlements (salary, other benefits, etc.); type of contract; deadline. Each advert specifies the 'required' and 'desirable' competencies of potential candidates, as well as knowledge and professional experience (distinguishing the 'required' and 'desirable'). The relevant documents related to the selection procedure are published on the University's institutional website, as the selection process proceeds, so that all applicants can consult them (see OTM-R checklist 12, 20, 21). In order to inform candidates about strengths and weaknesses of their applications and to improve transparency in the appointment phase, all job adverts will include information about how to access the full Selection Committee's assessment (ACTION 12).</p>

16. Judging merit (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>The criteria governing the recruitment and selection procedures are dictated by national legislation. Therefore, UniUrb necessarily has to comply with them.</p>	<p>Survey results show that researchers recognise the merit-based character of UniUrb's recruitment procedures. Selection criteria are based on merit both in a quantitative and qualitative way (funding, publications, impact of the research, technology transfer, management, mobility, soft skills, seniority, etc. - see OTM-R checklist 12 and 19). According to National Law 240/2010, selection criteria should include the quality of scientific publications, the researcher's CV and their teaching experience, awarding a score to each publication submitted for evaluation and to each qualification or documented experience in the field of research, as well as to the knowledge of a foreign language. D.M. 243/2011 clarifies the criteria to be considered by the selection committees appointed for the recruitment of fixed-term researchers (RTD-a and RTD-b): a) Doctorate or equivalent degree; b) teaching activities in HEI in Italy and abroad; c) training or research activities carried out in HEI in Italy and abroad; d) clinical experience (if applicable); e) project design activities (if applicable); f) organisation, overseeing and coordination of, or participation in, national and international research groups; g) patent ownership; h) participation to national and international congresses; i) national and international prizes for research activity; j) European specialisation diploma recognised by international boards (if applicable). In 2022 UniUrb has subscribed the Agreement on Reforming Research Assessment, according to which the assessment of researchers and their career should be primarily based on qualitative judgement, and on the recognition of the diversity of research activities, practices and outputs. Together with the other Italian Universities and HEI which have subscribed to the Agreement, the University is taking part in the meetings and discussions organised by the Italian National Chapter, in order to provide a national proposal for the reform of the assessment of research and researchers. In compliance with the requirements of the ARRA's process, UniUrb will define a specific Action Plan with milestones (ACTION 8).</p>

17. Variations in the chronological order of CVs (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>As shown by survey results, variations in the chronological order of CV are not fully considered taking into account their potential value both to the researcher's CV and to the institution recruiting them. Indeed, according to D.M. 243/2011, and D.M. 344/2011) Selection Committee "must assess the overall consistency of the candidate's scientific production, the intensity and the temporal continuity of the same production, without prejudice to the periods, properly documented, of involuntary removal from the research activity, with particular reference to parental functions".</p>	<p>Variations in the chronological order of CVs are assessed in compliance with national legislation (D.M. 243/2011, and D.M. 344/2011). In order to ensure consistency in research assessment by different institutions, and in order to guarantee that various institutions' assessment procedures are comparable, UniUrb is actively taking part in the process of discussion and confrontation with the CoARA' s Italian National Chapter. Moreover, in accordance with the principles outlined by the Coalition for Advancing Research Assessment (CoARA) in the Agreement on Reforming Research Assessment, UniUrb is committed to improve the assessment of researchers for the purposes of recruitment or career evaluation by recognising that many research careers include work experiences that go beyond research, and that this work has to be recognised and considered in evaluation despite possible discontinuity in terms of publications or decrease in terms of quantitative performance. In compliance with the requirements of the ARRA's process, UniUrb will define a specific Action Plan with milestones (ACTION 8).</p>

Status

18. Recognition of mobility experience (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>Survey results show a low level of agreement concerning the recognition of interdisciplinary and intersectoral mobility. Actually, the Italian University and Research Assessment system is based on a strict division in different research areas and scientific areas, defined by National Law 240/2010 - Art. 15. Different scientific areas have slightly different assessment criteria, so that mobility from one area to another might bring to an incomplete recognition of research outputs. Concerning mobility between public and private sector, new provisions have been introduced by D.M. 330/2022, dealing with mobility experiences of researchers from Universities and Research Institutes to private companies. The D.M. - Art. 5, § 1, specifies the value of these experiences and of the research outputs achieved during the mobility period within the assessment of researchers in terms of career development. However, the embedding of these recent amendments to national legislation into UniUrb's internal procedures is still ongoing.</p>	<p>Geographical mobility experiences in different countries and/or experiences in different research institutions are taken in high consideration in researchers' recruitment procedures and career assessment, in compliance with National Law 240/2010 and DD.MM. 243/2011 and 344/2011. In accordance with the principles outlined in the Agreement on Reforming Research Assessment, and in compliance with D.M. 330/2022, UniUrb is committed to improve the assessment of researchers for the purposes of recruitment or career evaluation by recognising intersectoral and interdisciplinary mobility experiences; however, in order to avoid discrepancies in the evaluation criteria, future actions will be consistent with the decisions taken at the national level. In compliance with the requirements of the ARRA's process, UniUrb will define a specific Action Plan with milestones (ACTION 8).</p>

Status

19. Recognition of qualifications (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	According to survey results, qualifications acquired in non-formal contexts are not adequately assessed. Yet, impediments in this sense are represented by national legislation (see above, principles 16, 17, 18), clearly stating what kind of qualifications can and should be considered in researchers' assessment. Non-formal academic and professional qualifications cannot be easily recognised during the recruitment and selection procedures, because of the difficulty in defining equivalences between qualifications in different countries and since specific duties attributed to non-formal collaborators are seldom stated as evidence-based declarations.	Academic qualifications are fully recognised and taken into consideration during researchers' assessment procedures, while qualifications acquired in non-formal contexts and/or non-formal academic and professional qualifications may be considered if declared in the candidates' CVs. In order to improve the possibility to take non-formal qualifications in due account during recruitment and selection procedures, the discussion and confrontation about the Reform of Research Assessment will help to outline common approaches and to minimise contradictions between the assessment practices used by different organisations, particularly in a global perspective. In compliance with the requirements of the ARRA's process, UniUrb will define a specific Action Plan with milestones (ACTION 8).

20. Seniority (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		Qualifications required by the selection procedures correspond to the advertised positions and to the foreseen duties of the successful candidate. Recruitment and selection procedures are based exclusively on the candidates' merit and without any prejudice descending from the reputation of the institutions conferring the qualifications required.

Status

21. Postdoctoral appointments (Code)

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>Recruitment of Research Fellows is regulated by the internal Regulation for the award of Research Fellowship, in compliance with National Law 240/2010 - Art. 22. National legislation and internal regulation establish the duration of post-doctoral appointments and the conditions for the extension or renewal of the contract, ensuring the transitional character of Post-doctoral status. Indeed, a research fellowship appointment may have a minimum duration of 12 months and can be extended for a limited time, on the basis of the Department Board's positive assessment. The maximum duration of such contracts, including renewals/extensions, is 6 years. Junior fixed-term researchers' (RTD-a) contracts have a duration of 3 years and can be extended for a maximum of 2 years. In any case, the total duration of fixed-term contracts cannot exceed 12 years.</p>

Working Conditions and Social Security

Status

22. Recognition of the profession

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented	According to the Italian Academic system, PhD students and candidates are framed as students.	UniUrb recognises to all researchers their competencies and the relevance of their contribution, as confirmed by survey results. The profiles and tasks relating to researchers are defined by national legislation (National Law 240/2010) and transposed in the University regulations: - PhD regulation; - Regulation for the award of Research Fellowship; - Fixed-term Researchers' appointment regulation; - Associate and Full Professors' appointment regulation; - Regulation on academic duties of Professors and Researchers; - Salary increments regulation. All researchers have the opportunity to freely choose their research topics and publish their results independently. Researchers at all stages of their career can archive and disseminate their research products thanks to the Institutional Repository IRIS-ORA (Open Research Archive). Moreover, PhD students, Junior fixed-term researchers (RTD-a), R3 and R4 have personal financial resources to support their research activities.

Status

23. Research environment

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>Survey results highlight low accordance with the principle for what concerns the availability of equipment/materials, spaces and facilities suitable to allow the achievement of research results, particularly in the PE and LS sectors. Indeed, spaces currently devoted to laboratories and workspaces are insufficient. However, this situation will rapidly and substantially improve as soon as the ongoing refurbishment and renovation work of a new scientific campus will be completed by the end of 2023 (see initiatives undertaken). Moreover, since most of the University's buildings are located in the historical centre, some of them require better space organisation and renovation work.</p>	<p>As stated in the Statute - Art. 2: "The University ensures the promotion and the achievement of scientific activities thanks to its own specific funding; it favours interdisciplinary and interdepartmental cooperation and the tight link with teaching activity; it favours the access of individual scholars and research structures to external funding and to the use of equipment and services and the dissemination of results in accordance with the needs of all." All researchers have access to Departments' workspaces, University Libraries, digital resources and ICT services. Moreover, PhD students, being framed as students, have access to services provided by ERDIS Marche (i.e., bursaries, canteen, accommodation, etc.) and they can benefit from reserved study or work spaces within libraries and departmental structures. For what concerns long-distance collaboration, UniUrb is an active member of several research networks, both within and outside the EU. The creation of research networks and collaborations is also encouraged through incoming and outgoing mobility programmes. UniUrb guarantees Health and Safety in research in accordance with national legislation (D.Lgs. 81/2008 and D.M. 363/1998); a Risk Assessment Plan (Documento di Valutazione dei Rischi - DVR) is provided in order to identify any biological, chemical or electromagnetic risk, as well as general risks in which all the University staff may incur; once the potential risks identified, UniUrb implements all possible measures to remove or limit personal danger as much as possible (courses about health & safety - see above, principle 7; health monitoring plan; personal protective equipment supply). The whole of the University staff is subject to health surveillance. Finally, the researchers' satisfaction about administrative services (including infrastructure, equipment and workspaces) are annually investigated through a questionnaire drawn up in accordance with the Good Practice project. The University's Strategic Plan 2021-2023 lists the following goals for the research area: R.4.1 Increase the availability of new research infrastructure; R.4.2 Enhance equipment to support research; R.4.3 Improve the size of University libraries. Accordingly, in the last years, UniUrb has invested a high amount of its financial resources in the renovation and refurbishment of some of its libraries and laboratories, some of which are still ongoing: - the Humanities University Library "San Girolamo", opened to public in 2021 and whose renovation process is still going on, hosts the most of the University's journals and books in the field of Humanities; - The University is also refurbishing a scientific campus which</p>

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
		<p>avoid the fragmentation of research centres, strengthen equipment and create scientific synergies. Thanks to the “Department of excellence” national funding programme (National Law 232/2016) the Department of Humanities has been awarded considerable funding, part of which will be devoted to the equipment of new laboratories. The new questionnaire on organisational well-being (see above, principle 10) will include items aiming to investigate the researchers’ needs in terms of workspaces and equipment in order to rationalise the use of existing spaces and to plan further strategic investments (ACTION 6).</p>

24. Working conditions

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>Survey results show a satisfying agreement of researchers; however, agreement is lower among women researchers, meaning that, despite the high flexibility of working hours and the possibility to make use of smart working and tele-working, it is still difficult for them to combine career and family.</p>	<p>The Statute - Art. 1 states: “The University ensures an environment marked by organisational wellbeing and is committed to preventing, detecting, opposing and eliminating any behaviour detrimental to personal dignity.” The University Guarantee Committee for equal opportunities, enhancement workers’ well-being and against discrimination (CUG) aims at promoting the workers’ general well-being, with a specific focus on the valorisation of the underrepresented categories and on the possibility to conciliate family and work (with reference to researchers as well as students and technical staff). It also aims at preventing any form of moral/psychological violence towards each member of the Academic community. In order to further improve the disabled researchers' working conditions, the ongoing renovation work of research infrastructures (see above, principle 23) takes into account the need to guarantee access of disabled persons to the University’s buildings. The University staff’s quality of life in their workplace is monitored through online surveys. A questionnaire on administrative service quality is filled out each year (see above, principle 23). Both the University staff and the students have the possibility to address the counselling service Insieme, in order to overcome whatever difficulty may arise. According to national legislation (National Law 240/2010 - Art. 6), researchers at all stages of career have no pre-set working schedule (except for teaching duties) and do not have to punch in and out, therefore they have full flexibility in terms of working hours, provided that the annual amount of 1500 working hours is respected. Moreover, R2, R3 and R4 have the possibility to turn from full-time to part-time working. Furthermore, parental leave is guaranteed for researchers at all stages of their career (see below, principle 26). The possibility to combine family and work, children and career for both women and men researchers, is further enhanced thanks to the organisation of the summer camp Giovanissimi UniUrb “Valeria Solesin” in July, August and September, devoted to all employees’ children. The new questionnaire on organisational well-being (see above, principle 10) will pay particular attention to the possibility to combine private life and work, as well as to issues linked to gender, as foreseen by action 7 of the Gender equality plan (GEP) 2022-2024, p. 10 (ACTION 6). A feasibility study will be carried out to assess the technical, economical and logistical aspects of the creation of internal childcare services. Moreover, it will be considered the possibility to enhance the summer camp Giovanissimi UniUrb “Valeria Solesin” (ACTION 13).</p>

Status**25. Stability and permanence of employment**

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>The national legislation (National Law 240/2010) regulates the duration of the contracts for researchers at different stages of career, establishing the maximum number of renewals of fixed-term contracts, in accordance with the EU Directive on Fixed-Term Work. In particular: - PhD programmes and connected scholarships last 3 years; - Junior fixed-term researchers' (RTD-a) contracts have a duration of 3 years and can be renewed for 2 years; - Senior fixed-term researchers' contracts (RTD-b) have a duration of 3 years. Only in the latter case a tenure track mechanism is foreseen: RTD-b can upgrade to Associate Professor, provided that they have obtained a National Scientific Qualification (Abilitazione Scientifica Nazionale - ASN) and they are positively evaluated by the University. Recent amendments to National Law 240/2010 (Law 79/2022) aim at further reducing the instability of employment contracts of researchers by introducing new "Research Contracts" (replacing Research Fellowships), with a duration of two years, and a single kind of Fixed-term Tenure-Track Researchers - RTT (replacing RTD-a and RTD-b), with a maximum duration of six years (renewals included). Even before the foreseen term of their contract, RTTs will have the possibility to become Associate Professor, provided that they have obtained a National Scientific Qualification and are positively evaluated by the University. Moreover, UniUrb is strongly engaged in creating the conditions for R2 to access more stable positions. First of all, when fixed-term positions are open, UniUrb puts in place every possible measure to allocate the necessary funds to upgrade the envisaged position at the end of the contract; moreover, early career researchers are involved in all aspects of academic life, so that they can acquire all the competences, necessary to attain more stable positions, in addition to the required indicators based on publications.</p>

26. Funding and salaries

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	Funding conditions are not equally attractive for all the early-stage researchers. Indeed, Research Fellows do not have access to internal additional funding annually distributed to support their research activities, differently from PhD students, Junior fixed-term researchers (RTD-a), R3 and R4.	All researchers' salaries and the social security system applying to them are fixed and regulated by national legislation and periodically updated. Researchers at all career stages have the right to sickness and parental benefits. Parental leave is guaranteed for R2 (Junior fixed-term researchers - RTD-a), R3, R4; Research Fellows and PhD students have the right to interrupt their fellowships or scholarships during their maternity leave and resume it once they come back to their research work; during their maternity leave, a maternity allowance is paid by the National Social Security Institute (Istituto di Sicurezza e Previdenza Sociale - INPS); in case of Research Fellows, this allowance is supplemented by UniUrb until it covers 100% of their prospected fellowship. Fixed-term researchers, Research Fellows and PhD students have the right to apply for National unemployment benefits once their contract expires. As stated above (principle 6), PhD students, Junior fixed-term researchers (RTD-a), R3 and R4 have access to internal additional funding annually distributed to support their research activities. Aiming at filling the existing gap, UniUrb's Departments will be required to allocate a budget intended to cover Research Fellows' dissemination costs (see above, principle 8) (ACTION 4).

27. Gender balance

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	Although National Legislation foresees that at least one third of the Selection Committee should come from the less-represented gender, the Associate and Full Professors' appointment regulation, the Regulation for the award of Research Fellowship and the PhD regulation do not specify explicit obligations about gender balance in Selection Committees.	Uniurb guarantees gender equality as part of its statutory principles: Statute - Art. 1, § 7 and Code of Ethics - Art. 7. D.L. 165/2001 - Art. 57 foresees the institution of the Guarantee Committee for equal opportunities, enhancement workers' well-being and against discrimination (CUG) (see above, principle 24), aiming at proposing and approving a "positive action plan" once every three years, and at monitoring the implementation of the actions encouraging gender balance and equal opportunities. Since 2020, UniUrb compiles an annual Gender Balance Monitoring Document (Bilancio di Genere), in compliance with the guidelines published in 2019 by the Conference of Italian University Rectors (Conferenza dei Rettori delle Università Italiane - CRUI). Moreover, in 2022, UniUrb has approved the Gender equality plan (GEP) 2022-2024, foreseeing actions to be implemented by 2024 in order to improve the Gender balance in all aspects of academic life. The 2022 Gender Balance Monitoring Document has verified the implementation status of the actions foreseen in the GEP during its first year. Concerning Selection Committees, gender balance is explicitly foreseen by National Legislation (D.Lgs. 165/2001 - Art. 57) and explicitly acknowledged by the Internal regulation for the recruitment of researchers, according to which at least one third of the Selection Committees should come from the less-represented gender. If the percentage of one third is not accomplished, it has to be motivated. In order to fill the existing gap, all internal regulations will be changed to explicitly mention obligations concerning gender balance in selection committees, consistently with the Fixed-term Researchers' appointment regulation (ACTION 14).

28. Career development

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	No tenure track automatism is allowed by national legislation, so that UniUrb cannot provide its researchers with a development plan within the institution. Nonetheless, PhD students and Research Fellows may refer to their supervisor(s) for career development advice. Survey results show high agreement concerning the potential benefits which may originate from services devoted to support, professional orientation and mentoring.	The University's recruitment strategy is defined with a three-year time-span, in accordance with the priorities and targets set in the University's Strategic Plan and on the basis of criteria set out by the University's Governance; every year, this program is updated and approved by the Department Boards and by the Academic Senate, in order to satisfy new needs that may have occurred. In compliance with national legislation, the specific resources (so-called "punti organico") necessary to the transition of tenure track Senior fixed-term researcher (RTD-b) to Associate Professor are set aside in the planning stage. In order to improve the professional guidance addressed to early-career researchers, they will be provided with a career development plan (e.g. MSCA personal career development plan template) to be drafted with their supervisor(s) (ACTION 15). Moreover, UniUrb will implement new courses and services, specifically addressed to R1 and R2, useful to their career development (e.g. by improving their ability to attend a job interview or to write an incisive narrative CV) (ACTION 16).

Status

29. Value of mobility

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>Geographic mobility is positively assessed to obtain the ASN and it is strongly encouraged within UniUrb. However, Research Fellows have more difficulties than the other researchers to spend research periods abroad, both for lack of personal research funding and because they cannot access either the Erasmus + Teaching Staff Mobility or UniUrb's Outgoing Visiting Researchers programme. Intersectoral mobility between public and private sector is regulated by D.M. 330/2022, which introduced new provisions on this topic. The D.M. specifies the value of these experiences in terms of career development (Art. 5) and regulates the economic treatment, salary and portability of social security provisions (Art. 4). The embedding of these recent amendments within UniUrb's internal procedures is still ongoing (see above, principle 18). However, despite researchers' experiences in the private sector are favoured through the creation of spin offs,</p>	<p>The value of researchers' mobility is recognised by National Law 240/2010: - Art. 6, § 11 envisages the possibility of carrying out teaching and research activity within different Universities at the same time; - Art. 7 regulates Professors' and Researchers' geographic mobility. Uniurb's Associate and Full Professors' appointment regulation - Art. 11, § 2 allows the direct call for researchers who taught in other HEI in Italy and abroad (in compliance with National Law 230/2005 - Art. 1, § 9); while Art. 12 regulates the call in compliance with National Law 240/2010 - Art. 7, § 5 bis. In the premise to its Code of Ethics, Uniurb "recognises international vocation as a fundamental component of its teaching and scientific profile. To this end, it promotes teaching in foreign languages, cultural exchanges, the mobility of teachers and students, and the recognition of careers and degrees. It promotes its own inclusion in international teaching and research networks, as well as staff training". The same principle is stated in the Statute - Art. 1, § 6. The Statute - Art. 17 concerns Quality and Internationalisation: "All faculty members orientate their own and their collaborators' research activities - to national and international debate on their own disciplines; - to wide national and international mobility; - to the enhancement of intersectoral, inter- and trans-disciplinary experiences;". Moreover, the University's Strategic Plan 2021-2023 lists among its goals the increase of the number of Visiting Researchers to and from foreign research centres with a minimum stay of 30 days. Researchers with teaching responsibility have the opportunity to have teaching experiences abroad thanks to the Erasmus + Teaching Staff Mobility programme, while the University itself finances mobility fellowships in order to support researchers spending research periods abroad through the Outgoing Visiting Researchers programme, open for Junior and Senior fixed-term researchers (RTD-a and RTD-b), Senior Researchers, Associate and Full Professors. Concerning R1, international mobility is strongly encouraged, while it is structural in some PhD programmes, and financed through corporate-funded or co-funded grants. PhD students' periods abroad are recorded in their careers. PhD students can request the mention of Doctor Europeus and the release of the double degree by drafting a thesis in co-supervision with foreign universities. For what concerns mobility between public and private sector, UniUrb encourages researchers' entrepreneurship by providing them with information about the procedures necessary to the creation of spin-offs, i.e. private companies involving the University's researchers and/or its</p>

Status

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
	<p>could be improved thanks to a better cooperation between UniUrb and private companies at the local and national level.</p>	<p>also organises training courses and info-days addressed to researchers and has a dedicated Office, acting as information desk for researchers interested in entrepreneurship. The creation of spin-offs is favoured by UniUrb's subscription of Cooperation agreements with venture capital and business accelerator firms. By creating a spin-off, researchers can continue working within the University and are encouraged to create new jobs, hiring students, PhD students and other researchers, therefore making mobility between HEI and private companies/firms easier. PhD students have the possibility to participate in the Contamination Lab, i.e. a recurrent programme of workshops promoting students' entrepreneurship, sustainability, innovation and development, in compliance with the EU commissions' recommendation concerning Entrepreneurship in Education. Finally, in order to improve the cooperation with the private sector, UniUrb issued a Guide about Business-University Collaboration. Despite these favourable measures, R2s expressed low agreement concerning the enhancement of geographical mobility within the University. In order to encourage mobility in this specific phase of career, Research Fellows will have access to the Outgoing Visiting Researchers programme (ACTION 17). Moreover, communication campaigns will be addressed to private companies, in order to make them aware of the expertise owned by UniUrb research staff, increase the number of partnerships and collaborations with private stakeholders and strengthen the existing ones and enhance intersectoral mobility (ACTION 18).</p>

30. Access to career advice

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-- insufficiently impleme...	Uniurb does not have a career advice and job placement assistance service addressed to researchers at any levels. Only early-career researchers can refer to their supervisor(s) for informal career advice.	As stated above (see above, principle 4) in order to help researchers to carry on their research activities thanks to external funding, UniUrb organises periodic training with APRE (Agency for the Promotion of European Research), has established a Grant Office and signed a framework agreement with the external consultancy agency "Sinergia". Moreover, PhD students, being framed as students, can attend courses, infodays and webinars concerning, e. g., self-assessment, CV writing, preparation for job interviews, useful to find a job beyond academia; they can also take part in the Contamination Lab (see above, principle 29) and to the Career Day, an annual meeting where students can get in touch with local and national firms and companies and take part to seminars and workshops concerning job opportunities and offers. Survey results show high agreement about the potential benefits of an internal career advice service (about 50 % of respondents totally agree with the relative item). In order to have access to career advice within and beyond academia, UniUrb will implement new services, such as courses similar to those already offered to students, addressed to all researchers, particularly to those at the early stages of their career (ACTION 16). Moreover, the future editions of the Career Day will be opened also to researchers, particularly those at the early stages of their career, and will include new initiatives, specifically addressed to them (ACTION 19).

31. Intellectual Property Rights

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	According to survey results, researchers at all stages of their career are aware of the editorial policies governing their publications; conversely, survey results show low agreement about the researchers' awareness of UniUrb's practices ruling the protection and valorisation of industrial property, especially as far as early-stage researchers are concerned.	In Italy, Intellectual Property Rights are governed by: - National Law 633/1941 on Author's rights; - D.Lgs. 30/2005 on industrial property, updated on 23/08/2023. UniUrb's policies and practices concerning intellectual property rights are defined in: - the Code of Ethics - Art. 9; - Policy of the University of Urbino Carlo Bo on open access to scientific literature (Open Access); - Guidelines for depositing research products in ORA (Open Research Archive). Concerning Industrial Property (patents, utility models; new plant varieties; software etc.), the Researcher's rights (both moral and property rights), as well as those of the University (when the research is University-funded) and/or of the third parties financing in full or in part the research project, are specified in the internal Regulation on Patents and Industrial Property and in the Regulation on third-party activities and research funding. If third parties are involved, it is necessary to negotiate and subscribe specific agreements where to state the property rights of each party. Rights and obligations of the researchers achieving new inventions, as established in the above-mentioned regulations, are specified in the contracts signed by Research Fellows and Junior and Senior fixed-term researchers (RTD-a and RTD-b). In order to improve above all early-stage researchers' knowledge about the industrial property, especially if their research project's potential outputs are liable to intellectual property protection, specific courses/training will be offered, possibly delivered as recorded webinars in order to be always available. Moreover, since Open Science practices prove to be more and more relevant for global research, despite the survey results UniUrb will offer further training on copyright, editorial policies and Open Science practices (ACTION 20).

Status

32. Co-authorship

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		Researchers at every stage of their career are mentioned as co-authors when they contribute to a publication or other research results. Contributions to publications or other research outputs with multiple authors can be recognised only if it is possible to detect how each author specifically contributed to the final result (e.g.: it has to be clearly understandable which paragraphs of an essay are due to each author). Moreover, survey results show high agreement concerning the acknowledgement of everyone's contributions to publications and other research results.

33. Teaching

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	<p>Survey results show sufficient agreement concerning the compatibility of teaching duties with research activity; however, the agreement is low among Associate Professors, Junior fixed-term researchers (RTD-a) and PhD students. The yearly amount of hours to devote to lecturing and other teaching activities (e.g. supervision, final exams, students' support) is established by national law: according to National Law 240/2010, Associate and Full Professors have to devote to teaching activities 350 hours per year (250 hours per year if they are part-time workers). 120 hours of this total amount have to be devoted to lecturing (80 hours if part-time workers) in compliance with National Law 230/2005. According to National law 240/2010, Junior and Senior fixed-term researchers (RTD-a and RTD-b) are required to devote 350 hours per year (200 hours if part-time workers) to teaching activities, without any reference to hours specifically devoted to lecturing. Research Fellows and Senior Researchers have no teaching duties, but can work as lecturers with separate contracts. Finally, as part of their training project, PhD students can carry out supplementary teaching activities (seminars, workshops...) within a maximum of 40 hours per year (PhD regulation Art. 19, § 14). Survey results also show that training about teaching strategies and methodologies is considered insufficient by researchers at the early stages of their career.</p>	<p>Researchers' teaching duties comply with National Law 240/2010, and are internally regulated by the Regulation on academic duties of Professors and Researchers at the University of Urbino Carlo Bo - Art. 4-5-6. Teaching assignments are deliberated at the Department Board, respecting the above-mentioned regulations. Teaching activities, as well as student service and research activities, are self-certificated according to the internal Regulation on the Professors and Researchers' performance of the teaching, student services and research activities. Furthermore, UniUrb provides all researchers with training about teaching strategies and methodologies. Compliance with national legislation prevents UniUrb from decreasing the number of hours which Associate Professors have to devote to lecturing and other teaching activities. Conversely, in order to make teaching duties more compatible with research activity for researchers at earlier stages of their career (particularly Junior and Senior fixed-term researchers), UniUrb will discuss and elaborate a new overall organisation of teaching activities. This discussion will take into account both the amount of hours that those researchers should devote to lecturing and the sustainability of UniUrb educational offer (ACTION 21). In order to further investigate the early-stage researchers' satisfaction with the current courses on teaching strategies and methodologies, UniUrb will consider this item in the questionnaire on organisational well-being (see above, principle 10) (ACTION 6).</p>

34. Complains/ appeals

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	Despite the existence of clear rules governing complaints and appeals, as well as of institutional figures in charge of ensuring the well-being of both academic and administrative staff and the transparency of all procedures, survey results show low agreement on this topic, at all levels of researchers' career.	Uniurb establishes appropriate procedures about complaints and appeals as regulated by: - Statute - Art. 24; - Code of Conduct for the Safeguard and Prevention of Mobbing and Moral and Sexual Harassment - Art. 6. UniUrb also appoints: - Guarantee Committee for equal opportunities, enhancement workers' well-being and against discrimination (CUG), aiming at promoting the workers' general well-being, and at preventing any form of moral/psychological violence towards each member of the Academic community; - Confidential Counsellor (Consigliere di fiducia), offering independent and informal support to UniUrb's staff suffering mobbing, sexual and/or moral harassment, discrimination; the Confidential Counsellor improves the overall quality of the working environment by acting as a mediator in conflicts among staff-members (both administrative and research staff) and to restore a favourable situation for all the parties involved, and has to safeguard harassment victims and witnesses. Researchers' satisfaction about administrative services is annually investigated through a questionnaire drawn up in accordance with the Good practice project. According to action 15 of the GEP 2022-2024, p. 18, UniUrb will increase the visibility of the figure of the Confidential Counsellor and their areas of intervention/services in order to raise the researchers' awareness on this topic (ACTION 22). It will be necessary to make relevant information about the procedures concerning the handling of complaints and appeals more easily accessible in the institutional website, for example by gathering all of it in a dedicated section of the University website (ACTION 23).

Status

35. Participation in decision-making bodies

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>Survey results show high agreement concerning the participation of researchers at all stages of their career in the decision-making bodies. The composition of the Administrative Board and of the Academic Senate is established by National Law 240/2010, while the composition of internal committees is established via Rectoral Decree. The Department Board is composed by all of its Junior and Senior fixed-term researchers (RTD-a and RTD-b), Senior Researchers, Associate and Full Professors, as well as by representatives of PhD students and Research Fellows. Researchers' participation in the above-mentioned bodies is regulated by: - Statute - Art. 17 -18; - General Regulation of the University -Title III and Title V, 3; - Regulation on academic duties of Professors and Researchers - Art. 7; - Regulation for the functioning of the Academic Senate of the University of Urbino Carlo Bo; - Regulation for the functioning of the Administrative Board (CdA) of the University of Urbino Carlo Bo; - Regulation of the Departments.</p>

Training and Development

36. Relation with supervisors

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
+/- almost but not fully i...	R1 do not always receive constant and organised feedback from their supervisors or from their Department.	<p>Survey results show high satisfaction about the relationship between supervisor(s) and supervisee. According to the PhD regulation - Art. 19, R1 must submit to the Academic Board of the PhD Programme an annual report for the admission to the following year and a final report for admission to the final exam, signed by the course coordinator and by the supervisor.</p> <p>According to the Regulation for the award of Research Fellowship, Research Fellows carry out their activity according to a programme they agreed with their supervisor (Art. 6); in order to renew their fellowship, they have to submit a detailed report of their research activity, together with an overall assessment provided by their supervisor (Art. 8). By contract, fixed-term researchers (RTD-a and RTD-b) have to prepare and submit a report on their scientific activity, validated by the Department Chairs every year, as well as a final report at the end of their contract. In 2023 UniUrb's Academic bodies approved the institution of a Doctoral School which will coordinate the whole of the existing Doctoral Programmes and their activities, implementing common services, practices and procedures also in terms of supervision, and PhD students' training. In order to improve the relation with supervisors and to align it to the same high standard, the Doctoral School will implement practices and procedures which will take into consideration the MSCA Guidelines on Supervision, including useful indications about how to regularly monitor and assess the progression of the research and provide feedback on it (ACTION 24).</p>

Status

37. Supervision and managerial duties

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>Internal Regulation on academic duties of Professors and Researchers, complies with National Law 240/2010 - Art. 6 and lists tutoring, mentoring and career advice among the experienced researchers' teaching duties. Supervisors are appointed among researchers who have acquired diverse experiences. Indeed, experienced researchers have not only specific competences and knowledge, useful to their supervisee's career development and research project achievement, but they are also experienced in research management, mentoring, scientific communication. Survey results confirm that experienced researchers encourage early-stage researchers to carry out original and high-quality research and to acquire autonomy; in their role of supervisors, experienced researchers create the conditions for an efficient transfer of knowledge and a successful professional development.</p>

38. Continuing Professional Development

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>Continuing Professional Development is stated in the Statute - Art. 3: "The University promotes the professional growth of staff as an essential condition for the realisation of its institutional purposes." According to survey results, researchers continually strive to update and strengthen their skills and competences. Researchers at all stages of their career improve themselves by taking part in meetings, conferences, seminars, both in Italy and abroad, also thanks to their research funds.</p>

Status

39. Access to research training and continuous development

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
-/+ partially implemented	<p>Survey results show insufficient agreement on the planning, scheduling and communication of research training and continuous development. Moreover, survey results show that UniUrb doesn't provide researchers with resources to enhance their teaching, scientific and professional skills.</p>	<p>UniUrb provides researchers with training and continuous development through the Integrated Centre for Learning Services and E-Learning (Centro Integrato Servizi Didattici ed E-Learning - CISDEL), which delivers courses for teaching and research staff aiming at providing all researchers with core competencies, mainly in the field of teaching. According to D.M. 226/2021 - Art. 12, PhD students are requested to carry on training courses beside their research activity. UniUrb's training programmes addressed to PhD students include traditional lecturing, e-learning, participation in seminars and conferences. The establishment of the Doctoral School will allow a better planning, organisation and communication of all the training activities addressed to PhD students. (see above, principle 36) (ACTION 24). UniUrb will design a training plan in order to improve all researchers' skills, mainly related to teaching, also in accordance with the national guidelines for Self-assessment, Periodic Evaluation, Accreditation (Modello AVA3 – D.M. 1154/2021). Training activities will possibly issue digital open badges to participants upon completion and may include e.g. soft and digital skills, contractual relationships with companies and academic writing (ACTION 25).</p>

40. Supervision

Implementation	GAP / Implementation impediments	Initiatives undertaken/new proposals
++ fully implemented		<p>The role of the supervisor/ tutor/scientific manager is noticeably clear and institutionalised both for PhD students and for Research Fellows according to PhD regulation and Regulation for the award of Research Fellowship.</p>