

STATUS OF THE ACTION PLAN 2020 - 2022 at 30 JUNE 2022

Pillar I: Ethical and professional issues						
For detail of the Indicators and strong&weakness document, please check this link:				Indicators Pillar I - ETHICAL ASPECTS		
Ref	Action	GAP Principle(s)	Timing	Responsible Unit	Current Status	Definition
E1	Basic data protection guide	1,2,3,7,8	Q1 2021	Research Service, Data Protection Officer, Vice-Rectorate for Science Policy.	COMPLETED	Production and dissemination among researchers of a basic, concrete and agile guide that will enable them to make decisions in their research projects and activities while respecting Data Protection.
E2	Adaptation of the new Data Protection regulation in all University processes, compliance with the GDPR in the processing of researchers' personal data.	7	Q3 2021	Data Protection Officer, General Secretariat, Legal Service.	COMPLETED	Data protection is at a turning point, with constant challenges that make it necessary to listen carefully to the needs that arise. <i>This is why the European Union has promoted Regulation 2016/679 on the protection of individuals with regard to the processing and free movement of personal data</i> . The need to comply with this current regulation has made it necessary to promote the application of the instructions established in the regulation in all University processes, including the field of research.
E3	e-Government Regulation	24, 34	Q3 2021	General Secretary, Legal Service .	COMPLETED	Following the entry into force of <i>Law 39/2015 on common administrative procedure</i> , which represents a step forward in the digital transformation of the Administration and the rapid technological progress of companies, and of <i>Royal Decree 203/2021 of 30 March, which approves the Regulation on the action and operation of the public sector by electronic means</i> , a regulation is needed, a specific framework at UC3M for the development of its administrative activity through electronic means.
E4	Creation of a suggestion channel for UC3M staff (<i>Directive (EU) 2019/1937 of 23 October 2019 on the protection of persons who report breaches of Union law</i>)	1, 2, 34	Q4 2021	General Secretary, Management, Vice-Rectorate for Science Policy, Vice-Rectorate for Faculty.	COMPLETED	<i>Directive (EU) 2019/1937 of 23 October 2019 on the protection of persons who report breaches of Union law (the "Whistleblower Directive")</i> is to be transposed by 17 December 2021 in order to ensure legal certainty and security for individuals and will be channelled through a suggestion channel for UC3M employees.
E5	Actions to increase the visibility and recognition of women in research, in companies, startups and entrepreneurs in the UC3M environment.	10, 27	Q3 2021	Vice-Rector's Office for Research. Vice-Rector's Office for Communication and Culture, Vice- Rector's Office for Science Policy, Vice President's Office for Students and Equality	COMPLETED	Good practices in Research involve developing actions to increase the visibility and recognition of women in research, in companies, start-ups and as entrepreneurs in the UC3M environment. Equality is one of the fundamental challenges of the UC3M Strategy.

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E6	Diagnosis and dissemination of knowledge and attitude about Open Science among our researchers (<i>Open Science Survey</i>).	6, 8, 9, 31	Q4 2021	Research Service, UniOS	COMPLETED	In the framework of the YUFERING project, where UC3M coordinates WP5 on Open Science, an Open Science analysis will be carried out among the YUFE alliance institutions, including an online survey of YUFE researchers (including all R1- R4 categories) to diagnose their understanding, practice, knowledge, skills and motivation to implement Open Science taking into account the specificities of the individual researchers' research discipline. The aim of this survey is to identify the current level of implementation and barriers to the implementation of open science at the individual researcher level. A calendar with information regarding Open Science event reminders will also be designed.
E7	Proyect UniversiDATA Transparency with open data	13, 15	Q2 2021	Working team de Open Data UC3M. General Secretary	COMPLETED	Among UC3M's strategic objectives is transparency with Open Data. Since 2021, UC3M has joined the UniversiDATA project, which is a collaborative project, oriented and driven by Spanish public universities, with the aim of promoting the publication and reuse of open data from these universities to facilitate and enhance its use and value, both by the publishers (the universities themselves) and by the so-called "infomediaries" (consumers and reusers of data), as well as by society in general.
E8	New UC3M Transparency Portal	13, 15	Q1 2021	General Secretary, Vice-Rectorate for Communication and Culture, Vice- Rectorate for Strategy and Digital Education, Institutional Communication Service and Legal Service.	COMPLETED	The new model of the UC3M Transparency Portal was created with the aim of offering greater transparency in UC3M data as well as ensuring compliance with <i>Law 10/2019, of 10 April, on Transparency and Participation of the Community of Madrid</i> . In addition to the data offered, the new portal includes a procedure for exercising the right of access to public information.

Pillar II: Recruitment

For detail of the Indicators and strong&weakness document, please check this link:

[Indicators Pillar II - RECRUITMENT AND SELECTION](#)

R1	Implementation of the Human Resources Strategy for teaching and research staff at UC3M	Todos los principios implicados	Q2 2021	Human Resources and Organisation Service, Vice-Rectorate for Faculty	COMPLETED	Design and elaboration of a new Human Resources Strategy for the Faculty of the Universidad Carlos III de Madrid that is oriented towards fulfilling the mission of the university, that is, to contribute to the improvement of society with quality teaching centred on the student and advanced research in accordance with demanding international criteria. The strategy also aims to increase the visibility and impact of knowledge, making it accessible and open, while boosting the transfer of results to society.
R2	OTM-R UC3M Policy	12, 13, 14, 15, 17, 20	Q2 2021	Human Resources and Organisation Service, Vice-Rectorate for Faculty	COMPLETED	Design and development of the OTM-R (Open, Transparent and Merit-based Recruitment) policy that governs all Faculty selection processes.
R3	Establish assessment criteria for the selection, recruitment and renewal of non-tenured faculty	14, 16, 21	Q1 2021	Human Resources and Organisation Service, Selection Committees, Departments, Vice-Rector's Office for Faculty.	COMPLETED	In the interests of greater transparency and on the basis of the OTM-R UC3M policy, the guarantees of the recruitment process and in compliance with the <i>regulations approved by the Governing Council on 19 March 2018 "The Recruitment Committees will agree on the criteria for the assessment of merits. These criteria must be agreed with the Selection Committees"</i> .

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R4	Development of Talent Attraction Programmes at UC3M	16, 25	Q1-Q4 2021	Human Resources and Organisation Service Research Service	COMPLETED	The Carlos III University of Madrid has been developing various specific programmes to attract talent in order to attract the best professors and researchers, to facilitate the development of the capacity and potential incorporated and to produce results, as well as to stimulate and maintain teaching and research excellence.
R5	Support for the internationalisation of the Faculty	18, 29	Q1-Q4 2021	Vice-Rector's Office for Internationalisation and European University , Vice-Rector's Office for Faculty, International Relations and Cooperation Service	COMPLETED	Programme containing a set of transversal actions that support the faculty in the development of an international and intercultural dimension, with the aim of improving the quality of research and teaching.
R6	Internationalisation UC3M through the Welcome Portal	12, 13, 18	Q3 2021	Vice-Rector's Office for Internationalisation and European University , Vice-Rector's Office for Faculty, International Relations and Cooperation Service, Human Resources and Organisation Service, Library	COMPLETED	Establish a single point of entry to welcome lecturers and visitors. The internationalisation part will identify the processes that are activated to receive international visitors, as well as relevant information for their stay and general information about the University.
R7	Employment Portal, improving e-recruitment services	13, 15	Q2 2022	Human Resources and Organisation Service , Communication Service	COMPLETED	The employment portal must provide information on all relevant aspects for those interested in being recruited by the university. In addition, the university's existing e-recruitment strategy will be reinforced in line with the <i>OTM-R Report</i> of July 2015.
R8	Regulation on the use of English in proceedings	19	Q1 2022	International Relations Service and cooperation , General Secretary	IN PROGRESS	As stated in the <i>OTM-R Report (July, 2015)</i> all information must be published in two languages, national and English. This regulation will specify the typology of documentation to be in both languages, as well as the style of language use.

Pillar III: Working Conditions

For detail of the Indicators and strong&weakness document, please check this link:

[Indicators Pillar III - WORKING CONDITIONS](#)

W1	Designing a Faculty Career Path Diagram	22, 28	Q1 2022	Human Resources and Organisation Service , Faculty Vice-Rectorate	EXTENDED	Within the Career Plan implementation project, the design of a career diagram will be based on the four profiles established in EFRC (<i>European Framework for Research Careers</i>), the entry points in each of the profiles will be defined, as well as the requirements needed to move to the next profile, in accordance with national legislation.
W2	Digitisation of the electronic recruitment procedure and extensions of the Laboral Faculty	24	Q2 2021	Human Resources and Organisation Service , IT Service, e- Administration Committee, Vice- Rectorate for Faculty.	COMPLETED	The aim of the project is to proceed to the electronic signature of the extensions and contracts of the Labour Faculty, thus avoiding the displacement of the interested parties to the office of the service to carry out the procedure, improving the conciliation and the conditions of the workers and advancing in the digital strategy of the Human Resources service.

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W3	Medical insurance cover for researchers' stays worldwide	24, 26, 29	Q4 2021	Human Resources and Organisation Service	IN PROGRESS	Medical coverage plan for the University's Faculty, providing coverage during the time they are on research stays in other countries of the world. It is still needed to get health insurance with an extension to other geographical areas, such as the USA, for example.

Pillar IV: Training and career development

For detail of the Indicators and strong&weakness document, please check this link:

[Indicators Pillar IV - TRAINING AND CAREER DEVELOPMENT](#)

T1	HR Logo Dissemination Programme (Best Practices in Research, Ethics, Mentoring, Women and Science, Diversity, Equity and Inclusion, OTM-R Hiring Policies)	1, 13, 14, 27, 38, 39	Q2 2021	Human Resources and Organisation Service	COMPLETED	The Human Resources Strategy for the Faculty at UC3M places special emphasis on the progress and development of its teaching and research staff, at whatever stage they are at. These training courses contribute to this end and among its objectives is to make the deployment of the action plan visible through workshops aimed at the UC3M research community; to share the good practices generated in UC3M by organising working sessions at regional level to highlight the progress made and to lead international seminars to share practices and raise proposals from the experiences of other European leaders.
T2	Open Science Training Programme. Open Science virtual – Cafés UC3M2OS: UC3M ticket to Open Science	6, 9, 31, 38	Q2 2021	Human Resources and Organisation Service	COMPLETED	A series of training activities on Open Science. Open Science Cafés is a training action on Open Science, addressed to all the Faculty. UC3M Ticket to Open Science is a transversal PhD training action on Open Science aimed primarily at Early Career Researchers.
T3	Research and teaching best practices training programme	1, 2, 3, 4, 5, 7, 31, 32, 33, 38	Q2 2021	Human Resources and Organisation Service. Research Service Library	COMPLETED	Set of training actions, within the Faculty Training Plan, with special emphasis on those related to: Copyright, intellectual property, research ethics, project funding mechanisms and equality policies.
T4	Diversity, Equity and Inclusion Training Programme	10, 24, 27, 38	Q2 2021	Human Resources and Organisation Service	COMPLETED	Set of training actions, within the Faculty Training Plan, with special emphasis on those related to Diversity, Equity and Inclusion.
T5	Training Programme on SDGs (Sustainable Development Goals)	38, 39	Q2 2021	Human Resources and Organisation Service	COMPLETED	A set of training actions that contribute to raising the awareness of the university community on issues related to the Sustainable Development Goals. Universidad Carlos III de Madrid frames this task within the framework of the 2030 Agenda, and aims to contribute to the definition of the role of Spanish universities in its implementation. In particular, to integrate the SDGs into university policies and make them cross-cutting in the different areas of action, also committing to raising awareness in the university community that achieving them is everyone's responsibility. It is worth highlighting the collaboration with YERUN and YUFE in offering interactive spaces for relations between the different university communities.
T6	C1 and C2 English Language Accreditation Programme	19	Q2 2021	Human Resources and Organisation Service	COMPLETED	A set of training actions, within the Faculty Training Plan, aimed at obtaining accreditation of the C1 and C2 level of English.

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T7	Development of a UC3M Mentoring Pilot programme for the Faculty	28, 30, 36, 37, 38, 40	Q3 2021	Human Resources and Organisation Service	COMPLETED	The aim of this mentoring programme is to develop the first Faculty Mentoring pilot project at UC3M, to form a team of early stage researchers in any field of knowledge who are interested in their career options beyond the traditional academic career, with highly qualified mentors working in professional environments outside academia.

INCOMPLETE ACTIONS IN 2019 ACTION PLAN, INCLUDED IN ACTION PLAN 20-22

E6. 2019 (E6 in 20-22)	Open Access Institutional Policy	8, 31	Q3 2018	Vice-President for Strategy and Digital Education Library Research Service	COMPLETED	
R3. 2019	Training the Selection Committee members, committing to compliance with the principles contained in the C&C	12	Q4 2018	Vice-President for Faculty Human Resources Service & Organisation	IN PROGRESS	
R4. 2019 (R7 in 20-22)	Developing new Employee Portal	13, 15	Q4 2018	Vice-President for Faculty Human Resources Service & Organisation Institutional Communication Service Library	COMPLETED	
R5. 2019 (R8 in 20-22)	UC3M Regulation on the use of English for all processes	19	Q4 2020	Vice-President for International Relations and Cooperation International Relations Service	COMPLETED	
W1. 2019 (W1 in 20-22)	UC3M Career Plan for Faculty	22	Q4 2020	Vice-President for Faculty Human Resources Service & Organisation	COMPLETED	
W3. 2019 (W3 in 20-22)	International Health Insurance for Faculty	24, 29	Q4 2020	General Management Human Resources Service & Organisation	COMPLETED	