

TEMPLATE 2 – GAP ANALYSIS - OVERVIEW

Case number: 2018FR309778

Name Organisation under review: UNIVERSITÉ BRETAGNE SUD

Organisation's contact details: Lysiane METAYER-NOEL

SUBMISSION DATE: 06/07/2018

DATE ENDORSEMENT CHARTER AND CODE: 11/07/2018

GAP ANALYSIS

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.

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

<p>Status: to what extent does this organisation meet the following principles?</p>	<p>Implementation: ++ = fully implemented +/- = almost but not fully implemented -/+ = partially implemented -- = insufficiently implemented</p>	<p>In case of --, -/+, or +/-, please indicate the actual “gap” between the principle and the current practice in your organisation. If relevant, list any national/regional legislation or organisational regulation currently impeding implementation</p> <p>Free text 300 words maximum</p>	<p>Initiatives undertaken and/or suggestions for improvement:</p> <p>Free text 200 words maximum</p>
<h3>Ethical and Professional Aspects</h3>			
<p>1. Research freedom</p>	<p>+</p>	<p>The principle of research freedom is a fundamental principle, underlined by the Constitutional Council, and which appears in the Code of Education.</p> <p>At the Université Bretagne Sud, researchers and teacher-researchers are allocated to a research unit at the time of their recruitment.</p>	<p>Campaigns to raise awareness about the principle of research freedom need to be formalised. Information about the law should be included in the induction day programme for new arrivals. The charter and the code are to be disseminated to all laboratory managers and published on the website.</p>
<p>2. Ethical principles</p>	<p>+/-</p>	<p>The Université Bretagne Sud appointed an integrity advisor to the Conference of University Presidents (CPU) in January 2019. The scientific integrity advisor assists the President of University, ensures scientific integrity and represents him nationally within a network of Charter signatories.</p> <p>In January 2019, the Université Bretagne Sud appointed an ethics specialist for a one-year term of office. Her job is to ensure that the</p>	<p>The measures undertaken by the university need to be developed. They would need to be reinforced and organised by means of a charter of good conduct and ethics. The goal is to inform all laboratory managers and all deputy directors of the doctoral school of the texts relating to the ethical rules.</p> <p>The university has already implemented some measures. Doctoral students undergo compulsory training in scientific integrity. It is proposed that this measure be extended to all teacher-</p>

		<p>university's personnel are provided with all useful advice as regards complying with their obligations and the ethical principles and preventing situations of conflicts of interest.</p>	<p>researchers.</p> <p>The human resources division organises an information session for selection committee heads to remind them of the rules relating to impartiality in recruitment. A vade mecum is updated to take into account the current legislation governing the matter.</p> <p>Workshops and conferences may be organised on the subject of ethics. The regular dissemination, via the research newsletter, of information about the texts relating to the rules of ethics and scientific integrity should be considered.</p>
3. Professional responsibility	+	<p>The Intellectual Property Code serves as a fundamental reference.</p> <p>For several years now, Université Bretagne Sud has entrusted the responsibility for intellectual property to the Technology Transfer Acceleration Company (TTAC) 'Ouest Valorisation'. The Research and Partnership Department acts as the interface between the technology transfer acceleration company 'Ouest Valorisation' and the researchers.</p> <p>Monthly liaison committees have been instigated. They enable closer monitoring of the dossiers managed by the TTAC. Meetings at the laboratories – called '#InsideLab' – are organised on-site.</p> <p>It is expected that there will be stepping-up of the information campaigns with a view to fostering communication about intellectual property procedures: help-desks, meetings, monitoring and laboratory visits.</p>	<p>A plagiarism prevention platform called 'COMPILATIO' is available on the university intranet's digital work environment. However, although this tool is adapted for French-speaking students, it is limited in terms of checking scientific production.</p> <p>Initially, it will be necessary to work in liaison with the university's central documentation department to foster familiarity with the COMPILATIO tool and encourage its use. The fact that the tool exists must be divulged to a wider audience by means of such communication tools as the research newsletter, the English-French newsletter for doctoral students.</p> <p>Subsequently, the possibility of accessing other plagiarism prevention tools will have to be investigated (define the means of accessing higher-performing tools).</p> <p>The arrival of a scientific integrity advisor will make it possible to step up measures aimed at the scientific community, such as training sessions in</p>

			the research units and the writing of articles.
4. Professional attitude	-/+	<p>The information about the strategic goals governing its research environment is insufficient. In 2019, and for the first time, the vice-president for research organised a meeting with the new teacher-researchers. The purpose was to explain to them how research is organised at UBS and the mechanisms at their disposal.</p> <p>Even if the university encourages participation in research projects, the researchers are not sufficiently familiar with the existing mechanisms. Various types of communication need to be put in place. It should be noted that regular monitoring (every two months) is carried out on the calls for external projects and is communicated to the scientific community via the research newsletter.</p>	<p>More information for teacher-researchers as regards means of funding their research needs to be considered.</p> <p>Similarly, presentations for new arrivals need to be formalised and steps taken to ensure each new arrival has read the internal regulations of their research unit and undertakes to abide by them. In the same spirit, doctoral students need to be provided with a welcome booklet setting out their rights and obligations as a complement to the induction days organised for them.</p> <p>Contract-monitoring procedures need to be improved from the perspectives of human resources (monitoring, financial resources for mobility, level of remuneration) and funding (contract scheduling, coordination with the laboratories).</p> <p>The research units' internal regulations need to be published on the university's intranet.</p>
5. Contractual and legal obligations	+/-	<p>The university informs its staff about the rules on the accumulation of activity.</p> <p>The university has implemented a patent bonus pursuant to decree 2005-1217 of 26 September 2005). However, the arrangements for incentives for services rendered during participation in scientific research operations or service provision (decree 2010-619 of 7 June 2010) have not been implemented.</p>	<p>Welcome days are organised for new staff.</p> <p>Two welcome days are devoted to the new doctoral students. They are to be rounded off by giving each one a booklet detailing their rights and obligations.</p>
6. Accountability	+/-	As a body financed by public funds, UBS	Research unit managers follow the cost centres on

		<p>abides by the rules of transparency and budgetary control. Each research unit has financial autonomy, with the respective directors having signing powers of up to 15,000 euros.</p> <p>The procedures in place are those required by the regulations. Efforts should be made to raise awareness among researchers as to budget commitment, transparency and the reporting of public funds.</p> <p>In the context of European projects, start-up meetings are organised between the researcher, the manager and the Research and Partnership Department.</p>	<p>behalf of their directors: preparation of the annual budget implemented in the context of healthy, transparent and effective financial management. Commitments and expenses (for purchases, advisory services and human resources) are described in detail by the financial affairs division. Researchers are required to abide by the process in place with regard to expenditure.</p> <p>Improvements are already underway through the organisation of start-up meetings for each new research project. These meetings bring together representatives from the laboratories, the Research and Partnership Department and the financial affairs division.</p>
7. Good practice in research	-/+	<p>The rules relating to occupational health and safety are governed by French law. UBS's president is responsible for setting out the hygiene and safety policy. He is assisted and advised by the accident prevention advisor.</p> <p>While the president has sole responsibility for hygiene and safety, everybody has a role to play in accident prevention. Consequently, everybody has a duty where hygiene and safety are concerned.</p> <p>Since the employer cannot be permanently present in the various organisational structures and places of work, delegation of duties has been authorised, based on the risks. A set of general 'occupational/environmental health and safety' instructions, validated by the board of directors on 7 February 2014, is attached to</p>	<p>Staff assigned to preventative duties, including accident prevention assistants, the preventative medicine physician and the committee for hygiene, safety and working conditions (CHSCT) monitor staff and students involved in accident prevention.</p>

		<p>UBS's internal regulations.</p> <p>The fact of belonging to the establishment commits every member of the university community to abide by these instructions and ensure others do so too.</p>	
8. Dissemination, exploitation of results	+	<p>Université Bretagne Sud has entrusted the responsibility for intellectual property to Ouest Valorisation, which is a Technology Transfer Acceleration Company. Their mission is to highlight the findings of the public research laboratories in Brittany and Pays de la Loire and to propose attractive innovation resources to the socio-economic players. This company finances and provides support for the technologies until they are adopted by industry, taking on the technological and financial risks inherent to the projects. It enables existing or budding companies to access these inventions faster so that they can turn them into innovative products. Ouest Valorisation participates in the hatching of start-ups either to allow a spin-off from a research team, or to prepare a new market or address a niche market.</p> <p>UBS's board of directors has authorised the introduction of a patent bonus (Intellectual Property Code, Article R611-14-1, decree dated 26 September 2005). The bonus may be awarded to staff working at UBS at the time the patent is filed. The patent bonus consists of a lump sum to the value of 3,000 euros.</p> <p>In the case of scientific publications, HAL collection creations have been created by</p>	<p>The university is committed to publishing regular reminders of the rules on scientific publications both in its research newsletter and on the intranet.</p> <p>A project on open data is to be started. Staff will be offered awareness-raising sessions.</p> <p>Procedures regarding data archiving are to be envisaged.</p>

		<p>laboratory for the perimeter of the university. A working group has been set up to monitor submissions on the HAL open archive. Standardised signing rules have been decreed.</p> <p>As far as data back-up is concerned, all data is saved daily on the servers. The laptops are encrypted. There is an 'information system' security advisor for the two most important laboratories.</p> <p>UBS needs to improve in terms of data archiving because the data are archived exhaustively.</p>	
9. Public engagement	+	<p>The University facilitates access to culture and supports students' initiatives. In parallel, it practises a policy of openness to the city through the dissemination of knowledge for all.</p> <p>Many events are organised by the teacher-researchers for the general public: talks, conferences, a science fair, free-time classes at the university, exhibitions, strategy café and more.</p> <p>These events are widely advertised in the local, regional and national press, as well as on social media and the university's website.</p>	<p>For easier reading, it would be helpful to group all of the events together on a calendar.</p> <p>It would be interesting to advertise some scientific outreach events in English and to highlight them on social media.</p> <p>A newsletter in English is under study as a means of integrating non-francophone researchers.</p>
10. Non discrimination	+	<p>UBS ensures abidance by the principle of non-discrimination on grounds of gender, age, ethnic origin, nationality, religion, sexual orientation, language, political opinions and trade unions.</p>	<p>In order to improve our non-discrimination policy, it would be desirable to expand our efforts and to create a disability blueprint and step up our communication on the subject.</p> <p>Official documents in English should be translated</p>

		<p>A coordinator has been appointed to spearhead the mission 'gender equality and the battle against all types of discrimination'; her job is to ensure that researchers do not practise any kind of discrimination. Numerous measures have been implemented, including:</p> <ul style="list-style-type: none"> • The recruitment of doctoral contracts reserved for disabled people, abidance by the gender parity rules for recruitment commissions and selection committees (the composition of the committees, as validated by the academic board, is restricted to teacher-researchers), • The publication of job profiles without mentioning gender, and the compulsory use of English on job profiles for permanent teacher-researcher positions. • Abidance by the rules for competitive recruitment processes for researchers: parity, transparency, independence of the jury, fair treatment, etc. 	<p>on the website or intranet.</p> <p>The publication of job offers on EURAXESS needs to be systematised.</p>
11. Evaluation/ appraisal systems	+	<p>The research commission is made up of 28 members as follows:</p> <ul style="list-style-type: none"> • 72% staff (R1 not including doctoral students, R2, R3 and R4), • 14% doctoral students (R1), • 14% members from outside the university, abiding by the principle of gender parity (Article L 719-3 of the Education Code and related regulatory provisions). <p>As part of its decision-making responsibilities, the research commission:</p> <ul style="list-style-type: none"> • assigns the resources for research as allocated by the board of directors and 	<p>These bodies make it possible for UBS to pay a doctoral supervision bonus (PEDR) to teacher-researchers whose dossiers have been awarded an overall grade of A or B in the National Council of Universities' (CNU) assessment. For teacher-researchers on permanent contracts, a promotion by the CNU or by the restricted academic board is awarded in respect of the quota from the Ministry of Higher Education for Research and Innovation.</p>

		<p>subject to the strategic framework of its distribution as defined by the board;</p> <ul style="list-style-type: none"> • sets the rules for the functioning of the laboratories; • elects the laboratory managers, on the proposal of the competent bodies; • takes appropriate measures to enable students to conduct their activities of dissemination of scientific and technical culture. <p>As part of its advisory responsibilities, the research commission is consulted on agreements with research organisations and the awarding of the doctoral and research supervision bonus.</p> <p>The academic board brings together the research commission and the committee on education and university life. Restricted to teacher-researchers, it examines the individual questions relating to the recruitment, assignment and careers of teacher-researchers; it deliberates on the integration of employees from other bodies into the body of teacher-researchers; it deliberates on the recruitment or renewal of temporary teaching staff and researchers.</p> <p>These bodies make it possible for UBS to pay a doctoral supervision bonus (PEDR) to teacher-researchers whose dossiers have been awarded an overall grade of A or B in the National Council of Universities' (CNU) assessment. For teacher-researchers on permanent contracts, a promotion by the CNU or by the restricted academic board is</p>	
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		awarded in respect of the quota from the Ministry of Higher Education for Research and Innovation.	
Recruitment and Selection			
12. Recruitment	+	<p>Teacher-researcher profiles are written in accordance with the establishment's strategy.</p> <p>However, the recruitment of researchers on fixed-term contracts is done directly by the recruiting laboratory. This is an unsatisfactory situation because of the lack of transparency and checks (for example, working conditions).</p> <p>The renewal of post-doctoral researcher positions and fixed-term teacher-researcher contracts does not yet provide for assessment in the event of a request for renewal.</p>	<p>In order to clarify recruitment rules and procedures and, above all, assist the establishment's personnel, a recruitment charter needs to be implemented, which will bring all of the information related to recruitment together in one place: from the request for permission to recruit to the drafting of the job offers, publication and lastly the selection of the applicants.</p> <p>This charter should be applicable to all recruitment, including for researcher positions on fixed-term contracts. It could allow for practical scenarios at the time of recruiting researchers.</p> <p>The university joined EURAXESS in late 2018. It is expected that researcher jobs (R2 to R4) will be published on this platform.</p>
13. Recruitment (Code)	+	All the recruitment procedures, written in French, are available for staff and recruiters to consult on the university's intranet.	Translate the job offers and certain elements of the contracting information for researchers into English
14. Selection (Code)	+/-	<p>The establishment abides by the regulations. UBS is determined to abide by the gender parity rules in its recruitment commissions and selection committees (the composition of the committees, as validated by the academic board, is restricted to teacher-researchers), in accordance with the following characteristics:</p> <ul style="list-style-type: none"> • application of the regulatory minimum proportion of 40% of members from one of the two sexes in the selection 	A practical scenario during researcher recruitment is envisaged.

		<p>committees for the recruitment of teacher-researchers apart from exceptions for the under-represented CNU (National Council of Universities) sections. Gender parity is applied as far as possible for fixed-term contract recruitment.</p>	
15. Transparency (Code)	+	<p>For all recruitment of staff on fixed-term contracts or permanent non-competitive contracts, and except for doctoral students with fixed-term contracts, all positions advertised have an employment profile. For teacher-researchers, the information is published on the website (composition of the selection committees, detailed job profiles).</p> <p>Positions for all teaching and clerical staff will be published on the UBS website (recruitment section). These jobs are published on the job centre website and possibly on the website of the inter-ministerial public employment exchange and/or other specialised websites.</p> <p>Feedback for applicants for teacher-researcher positions is given by providing them with the individual opinion and a grading report. Unsuccessful applicants will be given the reasons why their application was unsuccessful on request.</p> <p>For the recruitment of permanent staff through a competitive procedure, all applicants for clerical and technical jobs receive their results when the procedure is complete.</p>	<p>One project could be to provide trainee lecturers with a guide and training on teacher-researcher careers.</p> <p>Since UBS has just joined EURAXESS, researcher jobs will be published on this platform.</p>

16. Judging merit (Code)	+		
17. Variations in the chronological order of CVs (Code)	+	Applicants submit their application based on their CV, mentioning their achievements and qualifications relevant to the job they are applying for. The selection committee or the recruitment commission assesses the aptitudes and competences of each applicant vis-à-vis the job description for the position in question.	
18. Recognition of mobility experience (Code)	+/-	The establishment supports mobility by means of calls for UBS projects. Several annual programmes are launched amounting to a total of around 30,000 euros. They concern incoming and outgoing national mobility for researchers (R1 to R4) and outgoing short-term international mobility for doctoral students. The subsidy mechanism for mobility is applied at teacher-researchers' request. The biggest stumbling block is lack of awareness of the mechanism.	Information campaigns need to be conducted to raise awareness about the different mobility mechanisms on offer at the university.
19. Recognition of qualifications (Code)	+	Previous professional experience and diplomas are taken into account in the recruitment of researchers on fixed-term contracts. A salary scale taking qualifications and experience into account is used to determine the salary of researchers on fixed-term contracts. It is validated by the UBS board of directors.	
20. Seniority (Code)	+	The UBS training plan is open to researchers and teacher-researchers. Mechanisms are	Reinforcement and promotion of the training plan is to be expected.

		<p>offered in terms of pedagogical innovation through the University's Department of Pedagogy.</p> <p>The establishment is implementing the May 2017 decree on the training of trainee lecturers.</p> <p>Staff are informed by the human resources division as soon as they become eligible for promotion.</p> <p>Those assigned to temporary teaching and research positions are not required to resign after 11 months.</p>	
21. Postdoctoral appointments (Code)	-/+	<p>For fixed-term contractual positions each applicant will be sent an e-mail informing them of the outcome of their application (successful/unsuccessful, and with any grading).</p> <p>There is no assessment scale for post-doctoral researchers that ensures recognition of competences. The development of an assessment sheet would also be useful both at the time of contract renewal and for career advancement.</p>	<p>For the recruitment of staff on fixed-term contracts, a feedback-on-request process needs to be put in place for applicants who have been interviewed but have ultimately not been successful. This will let us inform such applicants of the strengths and weaknesses of their applications in respect of the position applied for.</p> <p>An effort needs to be made in respect of staff on fixed-term contracts for whom no salary review is allowed for during their contracts (maximum of three years). Nor do they benefit from an individual career interview.</p>
Working Conditions and Social Security			
22. Recognition of the profession	+	<p>Doctoral students benefit from the same services as staff. Length of professional service is taken into account in the context of doctoral contracts.</p> <p>The length of service of young researchers working a temporary job as a 'Temporary Lecturer and Research Assistant' is taken into</p>	

		account.	
23. Research environment	+/-	<p>Several support services at the university deploy solutions to improve the research environment.</p> <p>The Information Systems Division (ISD) strives to ensure constant innovation in IT systems, information systems and technical installations as well as their maintenance. Security conditions are in place so that researchers can work remotely.</p> <p>In terms of hygiene and safety, the university has a committee which is responsible for hygiene, safety and working conditions. Generally referred to as the 'CHSCT', its rules are governed by decree 2012-571 of 24 April 2012. It is a non-joint advisory body which student organisations also participate in. The CHSCT is an advisory body responsible for making all useful proposals to the Joint Technical Committee and the university's board of directors with a view to promoting safety training.</p> <p>The single occupational risk assessment document, produced and updated annually by the President, lists all the occupational risks (to which the agents are exposed in order to organise prevention within the annual prevention programme. However, the 'single document' is not sufficiently widespread in the research units.</p> <p>An assets study is also being conducted by the Assets, Logistics and Resources Department, which will involve a review of the areas</p>	

		allocated to the laboratories.	
24. Working conditions	-/+	<p>The University practises an ambitious social and cultural policy aimed at its entire staff. It also offers all employees a national discount card (culture, tourism, leisure), allowing them to benefit from reduced prices. The cards are accepted by many partners throughout France.</p> <p>It provides information about social housing available and about social subsidies that personnel may be eligible for (childcare allowances, domestic helper vouchers, social assistance, etc.).</p> <p>UBS organises a solemn welcome day at the start of each university year as a means of helping new arrivals settle in. It also organises a range of events and activities for staff throughout the year.</p> <p>In 2018, the presidency instigated a working group to study the quality of life at UBS and to make suggestions in this respect.</p> <p>The University employs a preventative medicine specialist. A medical check-up is arranged for all new employees.</p> <p>The university's Physical Activity and Sports Department offers a varied programme: team and individual sports, in summer or in winter and indoors or outdoors. Badminton, golf, dance, rowing and more... at preferential rates.</p> <p>All university personnel may borrow or consult numerous documents in the library, including online databases, newspapers, magazines, films, videos, atlases and maps, etc. The university's three libraries are open from 8 am to 7.30 pm Monday to Thursday, and until 7</p>	<p>The implementation of a teleworking protocol is to be studied. This practice concerns R1 and R2 researchers requiring regulatory supervision/a regulatory framework. These two categories of researchers can work 4½ days a week. The occupational physician can make recommendations regarding workstation arrangements.</p> <p>In the context of respecting the balance between people's private and professional lives, a charter relating to e-mail use was formalised in 2019. Information about the existence of this charter will need to be disseminated regularly.</p> <p>Communication about the 'BOE' law on obligatory employment of qualified beneficiaries and the means for recognition of status as a disabled worker needs to be improved.</p>

		<p>pm on Fridays. Staff and doctoral students may borrow up to 20 documents for a period of up to two months.</p> <p>Each campus has a university restaurant and cafeterias. UBS employee ID cards can be used to pay for meals there.</p> <p>In order to assist with any personal, family, professional or financial difficulties its employees may be encountering, UBS has arranged for a social worker to be available, who is bound by professional secrecy and conducts interviews in complete confidentiality.</p>	
25. Stability and permanence of employment	+	<p>UBS's current HR policy is to recruit researchers for three years within the limit of the duration of the projects and the funding granted for said projects. A one-year extension is possible where applicable. This practice makes it possible to offer researchers a secure position pursuant to the European Union directive on fixed-term employment.</p> <p>The aim is to maintain the current practice; under French regulations it is not possible to do more without taking on a financial risk that the university cannot support and which would involve a non-fixed-term contract.</p> <p>However, the practice is satisfactory and is used by the research laboratories. It is also in line with most research projects, which are often for three years.</p>	
26. Funding and salaries	+/-	<p>At UBS, researchers benefit from better salary conditions than other non-teaching staff. A specific salary scale, approved by the board of directors, applies to researchers and takes into</p>	<p>The question of incentives for researchers on research contracts is raised.</p>

		<p>account their diplomas, qualifications and experience. Whether they are French or foreign nationals, they benefit from health and unemployment insurance pursuant to prevailing French law.</p> <p>Insofar as the current conditions are already more favourable with regard to the specificities of research, a review of the current salary scale can only be envisaged in line with the changing cost of living.</p>	
27. Gender balance	+/-	<p>With the creation of a mission 'Gender Equality and the battle against all types of discrimination' (whether of gender, status, religion or disability-related), the Presidency of the Université Bretagne Sud has sought, since 2017, to initiate and coordinate a series of measures aimed at raising the university community's awareness of inequality and discrimination, in order to reduce their impact, in particular by:</p> <ul style="list-style-type: none"> • The production of indicators and statistics to be presented to the various bodies • An adapted communications policy • The production of informative documents • The organisation of seminars and awareness-raising campaigns • The fostering of teaching and research in connection with the mission • The instigation, development and pursuit of partnerships with associations battling against stereotypes and 	<p>UBS is determined to abide by the gender parity rules in its recruitment commissions and selection committees (the composition of the committees, as validated by the academic board, is restricted to teacher-researchers), in accordance with the following characteristics:</p> <ul style="list-style-type: none"> • application of the regulatory minimum proportion of 40% of members from one of the two sexes in the selection committees for the recruitment of teacher-researchers apart from exceptions for the under-represented CNU (National Council of Universities) sections; • application of the gender parity rules insofar as this is possible for fixed-term contract recruitment; • a minimum proportion of 30% of each gender in the team of vice-presidents. <p>To ensure a balanced representation of women and men on the vice-presidential team, the board of directors approved the revision of the University's statutes in 2019. Henceforth, the proportion of vice-presidents of each gender cannot be less than</p>

		violence	30%. This percentage of 30% is based on the entire team of vice-presidents (statutory vice-presidents referred to in Article 32 and other vice-presidents referred to in Article 33 of the UBS statutes) and once all the vice-presidents have been elected.'
28. Career development	-/+	<p>This practice has not been sufficiently developed at UBS. Currently, the laboratories do not make much contact with the Human Resources Division in this respect.</p> <p>However, the university supports teacher-researchers in terms of 'research feedback' by interviewing, mentoring and setting up specific research leave for topic conversions (CRCT).</p> <p>UBS is also committed to implementing career development for personnel on fixed-term contracts. Currently, all administrative and technical personnel on fixed-term contracts benefit from an individual professional interview once a year. A specific computer application has been in use for some years. Since this was implemented, the feedback rate has risen to around 90%.</p>	<p>There is no specific 'human resources' mechanism, but the training plan can be accessed by all staff (competition preparation) and implementation of training for lecturers (decree of 9 May 2017).</p> <p>It would be helpful to achieve good liaison between the research laboratories, the human resources department and the careers advisory service that could be contacted regarding counselling and support for researchers.</p>
29. Value of mobility	+	<p>Each year, the university offers research leave for topic conversion (CRCT) as required by the regulations. CRCTs with international mobility take priority.</p> <p>As required by the regulations, the mobility subsidy for teacher-researchers is applicable (Articles 39 and 55 of the decree dated 6 June 1984).</p>	An effort needs to be made regarding the availability of information about the mobility mechanisms in place at UBS.

		<p>CRCT support is reserved for researchers wishing to return to a research activity after a period of interruption related to various reasons such as the taking on of administrative responsibilities.</p> <p>In the framework of its policy, the university supports short-term mobility for researchers (R1).</p> <p>An improvement for short-term stays is to be expected.</p>	
30. Access to career advice	-/+	<p>There is no mechanism for providing career-long information. Information is only provided when researchers take up their posts.</p>	<p>A measure needs to be put in place vis-à-vis the researchers so that they can be kept informed throughout their career as to the various mechanisms open to them, such as mobility and career advice.</p>
31. Intellectual Property Rights	+	<p>Université Bretagne Sud has entrusted the responsibility for intellectual property to Ouest Valorisation, which is a Technology Transfer Acceleration Company.</p> <p>UBS abides by the regulations. UBS's board of directors has authorised the introduction of a patent bonus (Intellectual Property Code, Article R611-14-1, decree dated 26 September 2005). The bonus may be awarded to staff working at UBS at the time the patent is filed. The patent bonus consists of a lump sum to the value of 3,000 euros. The people who file a patent are entitled to an invention bonus (€600 to be shared between the inventors, proportionally to their contribution to it). The right to the payment of the patent bonus falls due after a period of</p>	

		one year from the first filing of the patent. The application for the bonus requires a referral from the president of UBS.	
32. Co-authorship	+	Connected to the regulations.	There are plans to remind people of the rules for signing scientific publications.
33. Teaching	+/-	<p>The implementation of a timetable is voted on each year by the board of directors restricted to teacher-researchers of the establishment to validate the set of activities taken into account in the duties of the teacher-researchers (pedagogical or administrative duties, or the promotion of research).</p> <p>This timetabling allows for a ceiling on the overtime worked by young lecturers (2nd and 3rd years) as well as for the beneficiaries of the PEDR in order to limit the teaching component and allow them to fully devote themselves to their research.</p> <p>Since the start of the 2018/2019 academic year, trainee lecturers have benefited from a lightening of their teaching duties by 32 hours, equivalent to tutorial classes. They must also do 40 hours of compulsory training to support them in taking up their posts (training on the rights and obligations of teacher-researchers, on the tools used to promote research and on the pedagogical support modules).</p>	<p>Several measures are in the pipeline:</p> <ul style="list-style-type: none"> • The implementation of a tutorship by confirmed teacher-researchers to support trainee lecturers in the framework of their training course. • The development of support for teacher-researchers following the feedback from the National Council of Universities (CNU) on career development, • The implementation, in 2018, of a monitoring protocol for teacher-researchers in the framework of a human resource policy that is part of an approach to enhance teacher-researchers' careers and the university's renown, through the research work done by the teacher-researchers' and their laboratories.
34. Complains/ appeals	+	In case of persistent blockage, when the measures taken vis-à-vis the management have been unsuccessful, UBS staff have the option of appealing to the rectorate's mediator. Such appeals must be made in writing. The mediator's intervention is free of charge and completely confidential.	

		<p>There are also internal mechanisms, including a duty psychologist and an occupational physician.</p> <p>Information about these mechanisms is passed on directly to staff by means of a distribution list.</p>	
35. Participation in decision-making bodies	+	<p>Teacher-researchers are involved in the decision-making bodies that affect them. They represent 86% of the researchers (R1 to R4) on the research commission.</p> <p>They represent 40% of the board of the directors. The restricted academic board (whose members come from the research commission and the commission for training and university life) does not concern teacher-researchers.</p> <p>Upstream of the research commission, the research unit directors, who are all (R4) teacher-researchers, meet to exchange opinions on the various topics up for discussion.</p> <p>There is also a working group that brings together the teacher-researchers who are involved in one of the skills centres in research and innovation (Man, Sea and Coast, Digital, Materials and Energy, Practices and Society). These groups meet roughly three times a year. Specific work groups are set up when opportunities for scientific development arise. One such group is the one created for 'health' in 2019 and which brings together relevant teacher-researchers from various sectors.</p> <p>In addition, when the university launches cross-sector projects steered by support services, a panel of teacher-researchers is always involved (e.g. a digital scheme).</p>	

Training and Development			
36. Relation with supervisors	+	<p>The new doctoral schools at the Université Bretagne Loire (UBL) have clarified the rules regarding supervision rates: the head of each doctoral school will take care to ensure these are met before enrolling a doctoral student. This will ensure a certain degree of availability on the part of the supervisor, vis-à-vis the students.</p>	
37. Supervision and managerial duties	+/-	<p>The implementation of Individual Supervision Committees (ISCs) makes it possible to have two supervisory bodies: the doctoral supervisors and the members of the Individual Supervision Committees.</p> <p>The ISCs strive to prevent any type of conflict, discrimination or harassment.</p> <p>The reports issued by the ISCs are approved by the deputy head of the Doctoral School, who is thus able to keep a closer watch on the conditions in which each doctoral student is working.</p> <p>In parallel, UBS's doctoral centre meets each year with the doctoral students for three important stages:</p> <ol style="list-style-type: none"> 1 The start of the new doctoral year, an occasion that brings together all doctoral students who are starting a thesis and provides them with all of the information they need to successfully complete their courses; 	<p>A 'Laboratory Manager' guide would be a useful tool for supervisors and the writing of one is to be envisaged.</p> <p>The development of a tutorship for young researchers would help them settle in better and the measure has been scheduled by the university.</p>

		<p>2 The meeting of second-year doctoral students lets them take stock of their achievements thus far (ISC, training, mobility, etc.);</p> <p>3 The thesis preparation meeting is reserved for third-year doctoral students; it is an opportunity to provide the backward planning of the viva and the preparatory elements for insertion (publications, qualifications, surveys, etc.).</p>	
38. Continuing Professional Development	+/-	<p>UBS offers a wide range of training options. The training programme is distributed to staff each year. It encompasses a wide range of topics, such as: competition preparation, management, professional efficiency, pedagogics and digital, work environment, automation and management applications, interpersonal skills and occupational health and safety.</p> <p>Another training programme is also offered, that of the Réseau Régional du Grand Ouest (Greater West Regional Network) of higher education establishments on complementary subjects, including communication, personal development, software, administrative careers, scientific careers and technical careers.</p>	<p>Training needs to be set up for staff taking on new responsibilities and/or management positions, such as research unit managers and thesis supervisors.</p> <p>A support chart for young researchers would be a real asset.</p>
39. Access to research training and continuous development	+	<p>Several mechanisms exist, including research leave for topic conversions (CRCT). This allows teacher-researchers time off from teaching and administrative tasks to deepen, begin or finalise research projects. The scheme is governed by the provisions of Article 19 of</p>	

		<p>amended decree 84-431 of 6 June 1984. UBS offers scientific support for teachers-researchers whose research activity is insufficiently visible and who wish to develop or resume a research activity.</p> <p>Despite the number of options offered to staff, there are insufficient training options adapted to researchers' specific needs. On the one hand, for researchers taking on new responsibilities, such as laboratory management or thesis supervision and, on the other, for new arrivals. For the latter, training could take the form of mentoring.</p> <p>For doctoral students, there are three main players in terms of doctoral training at UBS:</p> <ul style="list-style-type: none"> • The Université Bretagne Loire's Doctoral School. Its mission is to create, implement and assess pathways for cross-disciplinary training, i.e. training intended to develop skills that will benefit doctoral students as they pursue their career. Consequently, face-to-face and video-conference training sessions are offered and complement those offered by the doctoral centres. Sessions are open to all doctoral students across the entire Université Bretagne Loire universe. Accessibility, readability and visibility of the training offer are ensured. • UBS doctoral centre: working with the Université Bretagne Loire's Doctoral School, complementary cross-disciplinary training sessions are organised on-site, in proximity to doctoral students and include 	
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		<p>ethics, bibliographical resources and languages.</p> <ul style="list-style-type: none"> • The doctoral schools define and organise disciplinary training options. There are eight categories of cross-disciplinary training. <ol style="list-style-type: none"> 1 Teacher training, 2 Setting up your own business and developing your knowledge of business and organisations, 3 Communicating, managing, running projects, 4 Mastering scientific and technical information, 5 Preparing your career path, 6 Foreign-language skills, 7 Programming and digital tools. 8 Enhancing interdisciplinary scientific culture. 	
40. Supervision	+		