

## Gap Analysis – Université de Poitiers



European Charter for Researchers and Code of Conduct for the Recruitment of Researchers : GAP analysis overview			
<b>Status: to what extent does this organisation meet the following principles?</b>	<b>+ = fully implemented                      +/- = almost but not fully implemented                      -/+ = partially implemented                      - = insufficiently implemented</b>	<b>In case of -, -/+, or +/-, please indicate the actual “gap” between the principle and the current practice in your organisation. If relevant, please list any national/regional legislation or organisational regulation currently impeding implementation</b>	<b>Initiatives undertaken/new proposals</b>
Ethical and Professional Aspects			
1. Research freedom	+/-	Academic/research freedom, ethics, professional responsibility and attitude, contractual and legal obligations of permanent Teachers-Researchers is defined by national decrees (e.g. N° 84-431 on 6 June 1984): a large number of ethical and professional aspects promoted by the Charter and the Code are fulfilled at the University of Poitiers. Still, several aspects are poorly known by the personnel and explain the gap between the principle and the current practice at University of Poitiers. This is the case for “research freedom”.	Action 11: Preparation of a charter for “responsible research”

2. Ethical principles	+/-	According to national decrees, “Ethical principles” are covered but the University of Poitiers promoted its own charter for “deontology and ethics” in June 2016. This charter is presented to all new personnel, incl. Teachers-Researchers, at yearly welcome days but continued dissemination must be performed to ensure the full implementation of the “Ethical principles” principle.	Action 11: Preparation of a charter for “responsible research” Action 12: Mapping of ethical practices and appointment of Scientific Integrity Referent
3. Professional responsibility	+/-	According to national decrees, “Professional responsibility” is covered but the University of Poitiers promoted its own charter for “deontology and ethics” in June 2016. This charter is presented to all new personnel, incl. Teachers-Researchers, at yearly welcome days but continued dissemination must be performed to ensure the full implementation of the “Professional responsibility” principle.	Action 3: Define training programme for supervisors of early career researchers Action 4: Organization of training programme for supervisors of early career researchers Action 11: Preparation of a charter for “responsible research” Action 12: Mapping of ethical practices and appointment of Scientific Integrity Referent Action 38: Info days to international guests
4. Professional attitude	+/-	According to national decrees, “Professional attitude” is covered but the University of Poitiers promoted its own charter for “deontology and ethics” in June 2016. This charter is presented to all new personnel, incl. Teachers-Researchers, at yearly welcome days but continued dissemination must be performed to ensure the full implementation of the “Professional attitude” principle.	Action 3: Define training programme for supervisors of early career researchers Action 4: Organization of training programme for supervisors of early career researchers Action 11: Preparation of a charter for “responsible research” Action 12: Mapping of ethical practices and appointment of Scientific Integrity Referent Action 38: Info days to international guests
5. Contractual and legal obligations	+/-	According to national decrees, “Contractual and legal obligations” is covered but the University of Poitiers promoted its own charter for “deontology and ethics” in June 2016. This charter is presented to all new personnel, incl. Teachers-Researchers, at yearly welcome days but continued dissemination must be performed to ensure the full implementation of the “Contractual and legal	Action 10: Dissemination of national regulations for recognition of inter-sectoral mobility and mixed careers Action 11: Preparation of a charter for “responsible research” Action 12: Mapping of ethical practices and appointment of Scientific Integrity Referent Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers

		obligations” principle (all the legal and regulatory texts, as well as University of Poitiers Charters, are available on the intranet to all personnel).	Action 14: Dissemination of the guide for recruitment of Teachers-Researchers Action 38: Info days to international guests
6. Accountability	+/-	According to national decrees, “Accountability” is covered but the University of Poitiers promoted its own charter for “deontology and ethics” in June 2016. This charter is presented to all new personnel, incl. Teachers-Researchers, at yearly welcome days but continued dissemination must be performed to ensure the full implementation of the “Accountability” principle	Action 11: Preparation of a charter for “responsible research” Action 12: Mapping of ethical practices and appointment of Scientific Integrity Referent
7. Good practice in research	-/+	The conditions for “Good practice in research” are not formalized yet at the University of Poitiers: there is a need for a charter on “responsible research” and for the appointment of Scientific Integrity Referent.	Action 11: Preparation of a charter for “responsible research” Action 12: Mapping of ethical practices and appointment of Scientific Integrity Referent
8. Dissemination, exploitation of results	+/-	Several ongoing activities (training, info days, etc.) are providing good conditions for the implementation of “Dissemination, exploitation of results” principle. Still more dissemination and training can be performed and explain the current gap.	Action 39: Strengthening of the MIPI (Mission for International Projects Engineering) Action 40: Update of the MIPI data base on international cooperation Action 41: Update of the MIPI web page Action 42: Update of University presentation material in English Action 43: MIPI info days Action 46: Organisation of awareness-raising days (to all personnel) on intellectual property and valorisation of research Action 47: Creation of a specific web page on intellectual property and valorisation of research with link to MIPI web page Action 48: Development of guidelines for implementing the “innovation ecosystem” strategy Action 49: Creation of a “Innovation Hub”

			Action 50: Creation of an online platform to promote academic results
9. Public engagement	-/+	Support to “Public engagement” is one of the main weaknesses and requires actions, as proposed in the action plan	Action 46: Organisation of awareness-raising days (to all personnel) on intellectual property and valorisation of research Action 47: Creation of a specific web page on intellectual property and valorisation of research with link to MIPI web page Action 48: Development of guidelines for implementing the “innovation ecosystem” strategy Action 49: Creation of a “Innovation Hub” Action 50: Creation of an online platform to promote academic results
10. Non discrimination	+/-	The University of Poitiers has been a French pioneer in the field of non-discrimination with the creation in 2015 of a Charter on gender equality, followed by actions towards gender-equality awareness (web site, guides and conferences). The University of Poitiers has also launched in 2018 a process for establishing, with French Ministry of Employment, a framework agreement for the employment of differently-abled people (FIPHFP - Fonds pour l'Insertion des Personnes Handicapées dans la Fonction Publique): this process led to the creation of a Committee for Disability and Accessibility and a Resource Centre for Disability. Still, the full implementation of the “non-discrimination” principle requires actions, incl. dissemination and new tools (e.g. better complaints system).	Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers Action 14: Dissemination of the guide for recruitment of Teachers-Researchers Action 24: Preparation of the framework agreement for the employment of differently-abled people (FIPHFP framework agreement) Action 25: Implementation of the FIPHFP framework agreement Action 26: Actions towards disability awareness and support Action 27: First courses to Teachers-Researchers on the integration of people with disabilities Action 28: Development of training to Teachers-Researchers on the integration of people with disabilities
11. Evaluation/ appraisal systems	+	“Evaluation/ appraisal systems” is regulated by the French national decrees (N° 84-431 on 6 June 1984)	Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers Action 14: Dissemination of the guide for recruitment of Teachers-Researchers

12. Recruitment	+/-	<p>A large number of aspects related to recruitment and selection are covered by the French national decrees and regulations (National decrees N° 84-431 on 6 June 1984). Therefore, a large number of recruitment and selection aspects promoted by the Charter and the Code are fulfilled.</p> <p>Nevertheless, the University of Poitiers wishes to promote a better knowledge on these regulations towards all the personnel and better harmonization and transparency of recruitment procedures for early career researchers under contract.</p>	<p>Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers</p> <p>Action 14: Dissemination of the guide for recruitment of Teachers-Researchers</p> <p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
13. Recruitment (Code)	+/-	<p>“Recruitment (Code)” is regulated by the French national decrees (National decrees N° 84-431 on 6 June 1984)</p>	<p>Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers</p> <p>Action 14: Dissemination of the guide for recruitment of Teachers-Researchers</p> <p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
14. Selection (Code)	+	<p>“Selection” is regulated by the French national decrees (National decrees N° 84-431 on 6 June 1984).</p>	<p>Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers</p> <p>Action 14: Dissemination of the guide for recruitment of Teachers-Researchers</p> <p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
15. Transparency (Code)	+/-	<p>“Transparency” is regulated by the French national decrees (National decrees N° 84-431 on 6 June</p>	<p>Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers</p>

		1984). Nevertheless, feedback to candidates could be improved.	<p>Action 14: Dissemination of the guide for recruitment of Teachers-Researchers</p> <p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
16. Judging merit (Code)	+	“Judging merit” is regulated by the French national decrees (National decrees N° 84-431 on 6 June 1984)	<p>Action 13: Definition of the recruitment conditions and criteria for Teachers-Researchers</p> <p>Action 14: Dissemination of the guide for recruitment of Teachers-Researchers</p> <p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
17. Variations in the chronological order of CVs (Code)	+/-	National regulation supports the recognition of inter-sectoral mobility and mixed careers but it must be better known by personnel and selection committees.	Action 10: Dissemination of national regulations for recognition of inter-sectoral mobility and mixed careers
18. Recognition of mobility experience (Code)	+/-	National regulation supports the recognition of mobility experience but it must be better known by personnel and selection committees.	<p>Action 10: Dissemination of national regulations for recognition of inter-sectoral mobility and mixed careers</p> <p>Action 34: Visits of all laboratories from all disciplines by Euraxess Center staff</p> <p>Action 35: Training on "Application for visas and residence permit" (all personnel)</p> <p>Action 36: Euraxess news presented at each meeting of the network of international relations contact points within Colleges and laboratories</p> <p>Action 37: Implementation of a procedure for identifying international guests, including for short-term visits</p>

			<p>Action 40: Update of the MIPI data base on international cooperation</p> <p>Action 41: Update of the MIPI web page</p> <p>Action 42: Update of University presentation material in English</p> <p>Action 44: Single web page for the mobility of PhD candidates</p>
19. Recognition of qualifications (Code)	+	“Recognition of qualifications” is regulated by the French national decrees (National decrees N° 84-431 on 6 June 1984).	<p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
20. Seniority (Code)	+	“Seniority” is regulated by the French national decrees (National decrees N° 84-431 on 6 June 1984).	<p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
21. Postdoctoral appointments (Code)	+/+	Postdoctoral appointments are defined by a regulatory memorandum voted by the Administration Council (Minutes from Administration Council of January 2013)	<p>Action 15: Harmonization and transparency of recruitment procedures for early career researchers under contract</p> <p>Action 16: Dissemination of the guide for recruitment of early career researchers under contract</p> <p>Action 17: Mapping of specific situations of early career researchers</p>
<b>Working Conditions and Social Security</b>			
22. Recognition of the profession	+/-	The Charter, the Code and Frascati’s definition of researcher/research community have been unanimously endorsed by the Administration Council, the highest statutory body of the university (see letter of commitment): this commitment is official and has a legal binding aspect. Therefore, the	Action 1: Mapping of all personnel

		<p>organisational policies must now be aligned with the HRS4R, which will now be the overarching HR policy regarding the research community and the research strategy.</p> <p>Still, some improvements are required in the organisational policy, such as the full identification of the diversity of profiles and statutes within the research community.</p>	
23. Research environment	+/-	<p>The research strategy and research environment are statutorily discussed at the Research Council and voted at the Administration Council, with representatives of the research community in both statutory bodies. Many aspects of the research environment are covered and regulated by French national decrees and regulations.</p> <p>Still, several aspects are poorly known by the personnel and explain the gap between the principle and the current practice at University of Poitiers: for instance health and safety obligations should be included in the training plan for Teachers-Researchers.</p>	<p>Action 20: Inclusion in the training plan for teachers-researchers of health and safety obligations</p> <p>Action 21: Mapping of Prevention Assistants</p> <p>Action 22: Inclusion in the training plan for early career researchers of health and safety obligations</p> <p>Action 23: Development of an e-learning platform on health and safety obligations for early career researchers</p> <p>Action 38: Info days to international guests</p>
24. Working conditions	+/-	<p>The working conditions at the University of Poitiers are covered by the French national decrees and regulations, with obligation to have a specific Office for Hygiene and Safety and a University Technical Council with representatives from personnel and where all aspects of the working conditions are discussed and voted.</p> <p>Still, improvements can be made in relation with access to career counselling or complaints system related to gender-based discrimination and harassment.</p>	<p>Action 18: Mapping of internal practices regarding working flexibility</p> <p>Action 19: Preparation of an official memorandum on working time</p> <p>Action 29: Organization of seminars on factors of quality of life at work</p> <p>Action 30: Implementation of a training plan on Sport, Health, Well-being</p> <p>Action 38: Info days to international guests</p>



25. Stability and permanence of employment	+/-	Within the French system, permanent staff (incl. Teachers-Researchers) are civil servants and their status is defined by national decrees: the consequence is that the University of Poitiers has the legal obligation to comply with these national regulations. The same applies to the temporary staff under contract, incl. early career researchers. Therefore, stability and permanence of employment are fulfilled.	Action 29: Organization of seminars on factors of quality of life at work Action 30: Implementation of a training plan on Sport, Health, Well-being
26. Funding and salaries	+	In the French system, salaries of permanent staff (incl. Teachers-Researchers) are defined at national level, with grids according to status and seniority (National decrees N° 84-431 on 6 June 1984). For temporary staff (incl. early career researchers and postdoctoral fellows), a regulatory memorandum was voted by the Administration Council of the University of Poitiers (Minutes from Administration Council of January 2013). Information on access to external funding is provided by the MIPI (Mission Ingénierie des Projets Internationaux, created in 2013), a resource centre for promoting international cooperation.	Action 39: Strengthening of the MIPI (Mission for International Projects Engineering) Action 40: Update of the MIPI data base on international cooperation Action 41: Update of the MIPI web page Action 42: Update of University presentation material in English Action 43: MIPI info days Action 44: Single web page for the mobility of PhD candidates
27. Gender balance	+/-	Gender balance is theoretically the rule in civil service but real practice shows a gap with this principle. In 2015, the University of Poitiers has promoted a Charter on gender equality, followed by actions towards gender-equality awareness. Still, improvements can be made, for instance regarding the complaints system related to gender-based discrimination and harassment.	Action 31: Multi-annual "Matrimonial" programme promoting gender equality via conferences and debates Action 32: Implementation of a training programme on gender balance towards Teachers and Researchers at all stages Action 33: Establishment of a vigilance group for gender-based non-discrimination and a "Gender and anti-harassment" module in training programmes of Teachers and Researchers at all stages
28. Career development	-/+	Career development is covered by the French national decrees and regulations, leading to a real	Action 7: Recruitment of a Career counselling Officer Action 8: Mapping of internal resources in career counselling

		<p>training portfolio in this field, proposed to all staff (permanent or temporary). In the specific case of early career researchers, training is mandatory and provided by Doctoral Schools (incl. on career development).</p> <p>The gap between the principle and the current practice at University of Poitiers is mainly related to insufficient knowledge at permanent staff level about all the training possibilities offered by the University of Poitiers.</p>	Action 9: Define training programme on career development
29. Value of mobility	+/-	<p>The University of Poitiers has a long tradition of international cooperation and a strong strategy for international relations: this has been recently further strengthened by the creation of the MIPI (Mission Ingénierie des Projets Internationaux, created in 2013), a resource centre for promoting international cooperation, and by the Council for University International Relations (CURI – Commission Universitaire pour les Relations Internationales, 2018) with representatives from the research community. These initiatives promote the recognition of mobility experience and value of mobility. Still, these initiatives are insufficiently known by the personnel and explain the gap between the principle and the current practice at University of Poitiers.</p>	<p>Action 10: Dissemination of national regulations for recognition of inter-sectoral mobility and mixed careers</p> <p>Action 34: Visits of all laboratories from all disciplines by Euraxess Center staff</p> <p>Action 35: Training on "Application for visas and residence permit" (all personnel)</p> <p>Action 36: Euraxess news presented at each meeting of the network of international relations contact points within Colleges and laboratories</p> <p>Action 37: Implementation of a procedure for identifying international guests, including for short-term visits</p> <p>Action 39: Strengthening of the MIPI (Mission for International Projects Engineering)</p> <p>Action 40: Update of the MIPI data base on international cooperation</p> <p>Action 41: Update of the MIPI web page</p> <p>Action 42: Update of University presentation material in English</p> <p>Action 43: MIPI info days</p> <p>Action 44: Single web page for the mobility of PhD candidates</p>
30. Access to career advice	-/+	<p>Early career researchers have a mandatory access to career advice, provided by Doctoral Schools. The gap is mainly for permanent staff: the University of</p>	<p>Action 7: Recruitment of a Career counselling Officer</p> <p>Action 8: Mapping of internal resources in career counselling</p> <p>Action 9: Define training programme on career development</p>

		Poitiers will thus start recruiting Career Counselling Officers.	
31. Intellectual Property Rights	+/-	Intellectual Property Rights are defined by the French national decrees and regulations but several aspects are poorly known by the personnel and require to strengthen the communication and training.	<p>Action 39: Strengthening of the MIPI (Mission for International Projects Engineering)</p> <p>Action 40: Update of the MIPI data base on international cooperation</p> <p>Action 41: Update of the MIPI web page</p> <p>Action 43: MIPI info days</p> <p>Action 46: Organisation of awareness-raising days (to all personnel) on intellectual property and valorisation of research</p> <p>Action 47: Creation of a specific web page on intellectual property and valorisation of research with link to MIPI web page</p> <p>Action 48: Development of guidelines for implementing the “innovation ecosystem” strategy</p> <p>Action 49: Creation of a “Innovation Hub”</p> <p>Action 51: Creation of a guide for Intellectual Property Rights and Co-authorship</p> <p>Action 52: Dissemination of the guide for Intellectual Property Rights and Co-authorship</p>
32. Co-authorship	+/-	Co-authorship are defined by the French national decrees and regulations but several aspects are poorly known by the personnel and require to strengthen the communication and training.	<p>Action 46: Organisation of awareness-raising days (to all personnel) on intellectual property and valorisation of research</p> <p>Action 47: Creation of a specific web page on intellectual property and valorisation of research with link to MIPI web page</p> <p>Action 48: Development of guidelines for implementing the “innovation ecosystem” strategy</p> <p>Action 49: Creation of a “Innovation Hub”</p> <p>Action 51: Creation of a guide for Intellectual Property Rights and Co-authorship</p> <p>Action 52: Dissemination of the guide for Intellectual Property Rights and Co-authorship</p>

33. Teaching	+/-	The access to teaching activities depends on the status of the staff (e.g. Teachers-Researchers) and is defined by French national decrees and regulations. To support the teaching activities, the University of Poitiers has created in 2014 the CRIIP (Centre de Res-sources, d'Ingenierie et d'Initiatives Pédagogiques), a resource center for pedagogy and education innovation. Still, communication on the offered training can be improved.	Action 5: Mapping of training programmes related to pedagogy and/or supervision Action 6: Online platform for training on pedagogy and supervision
34. Complains/ appeals	+/-	For civil servants, complaints and appeals are nationally regulated (Administrative Court). For early career researchers, a system for complaints and appeals is organized at Doctoral Schools level. Still, improvements can be made, for instance regarding the complaints system related to gender-based discrimination and harassment.	Action 33: Establishment of a vigilance group for gender-based non-discrimination and a "Gender and anti-harassment" module in training programmes of Teachers and Researchers at all stages
35. Participation in decision-making bodies	+	By national law, all statutory bodies of the University of Poitiers (Research Council, Academic Council, University Technical Council and Administration Council) are composed of representatives from all personnel profiles, incl. from the research community. The same applies to other ad'hoc Councils/Working Groups, created on the decision of the President's team (e.g. Council for University International Relations).	Action 45: Continuation of concertation for international cooperation strategy
Training and Development			
36. Relation with supervisors	+/-	Relation with supervisors is partly defined by national decrees and regulations. In addition, the University of Poitiers has its own charter for "deontology and ethics". In the case of early career researchers, a guide for PhD candidate and PhD supervisor is signed by all parties. Still, further	Action 2: Translation (EN) of the "guide for PhD candidate and PhD supervisor" Action 3: Define training programme for supervisors of early career researchers Action 4: Organization of training programme for supervisors of early career researchers

		training of supervisors is needed and is proposed in the action plan.	Action 5: Mapping of training programmes related to pedagogy and/or supervision Action 6: Online platform for training on pedagogy and supervision
37. Supervision and managerial duties	+/-	Supervision and managerial duties are partly defined by national decrees and regulations. In addition, the University of Poitiers has its own charter for “deontology and ethics”. Still, further training on this topic is needed and is proposed in the action plan.	Action 2: Translation (EN) of the “guide for PhD candidate and PhD supervisor” Action 3: Define training programme for supervisors of early career researchers Action 4: Organization of training programme for supervisors of early career researchers Action 5: Mapping of training programmes related to pedagogy and/or supervision Action 6: Online platform for training on pedagogy and supervision
38. Continuing Professional Development	+/-	Several aspect of the “Continuing Professional Development” principle are regulated by the national statutes of permanent staff (civil servants) and staff under temporary contract: for instance, each staff has a legal right for continuous training and development. Therefore, the Office for Human Resources and Social Relation is already offering a vast training portfolio to all staff. Similarly, it is mandatory to early career researchers (PhD candidates) to follow training at Doctoral School (incl. professional aspects, working conditions and career development). Still, several aspects are poorly known by the personnel and explain the gap between the principle and the current practice at University of Poitiers.	Action 5: Mapping of training programmes related to pedagogy and/or supervision Action 6: Online platform for training on pedagogy and supervision
39. Access to research training and continuous development	+/-	Several aspect of the “research training and continuous development” principle are regulated by the national statutes of permanent staff (civil servants) and staff under temporary contract: for	Action 5: Mapping of training programmes related to pedagogy and/or supervision Action 6: Online platform for training on pedagogy and supervision

		<p>instance, each staff has a legal right in this field. Similarly, it is mandatory to early career researchers (PhD candidates) to follow training at Doctoral Schools (incl. research training). Still, several aspects are poorly known by the personnel and explain the gap between the principle and the current practice at University of Poitiers.</p>	
40. Supervision	+/-	<p>In addition to national decrees and regulations, the University of Poitiers has its own charter for “deontology and ethics” and a guide for PhD candidate and PhD supervisor, signed by all parties. Still, further training and awareness actions on supervision are needed and proposed in the action plan.</p>	<p>Action 2: Translation (EN) of the “guide for PhD candidate and PhD supervisor”  Action 3: Define training programme for supervisors of early career researchers  Action 4: Organization of training programme for supervisors of early career researchers  Action 5: Mapping of training programmes related to pedagogy and/or supervision  Action 6: Online platform for training on pedagogy and supervision</p>