

European HR Excellence in Research Award  
Revised plan: 2018-2023

RESEARCH ETHICS AND PROFESSIONAL RESPONSIBILITY												
Action N°	Principle N°	Action	Calendar					Responsible person or unit	Indicators	Situation	Status	
			2018	2019	2020	2021	2022					2023
2	2	Circulate the Doctoral Charter						General Research Service	To all doctoral students and thesis supervisors	T	P	
37	2	Draft and circulate an Ethics Charter for associate and full professors							Legal Department	Yes/No All researchers	2023	
38	2	Appoint a Scientific Integrity Adviser							President's Office	Yes/No	T	C
39	2	Appoint an Ethics Adviser							President's Office	Yes/No	T	C
40	2	Set up training in scientific integrity and ethics							Scientific Integrity and Ethics Advisers	Yes/No Number of training courses	T	P
41	5	The Research Commission to validate the national guide for the collection and processing of whistleblowing reports relating to scientific integrity							General Research Service	Yes/No	T	C

42	4	Establish an institution-specific procedure to collect and process whistleblowing reports relating to scientific integrity						General Research Service	Yes/No	T	C
43	4	Circulate the national guide for the collection and processing of whistleblowing reports relating to scientific integrity to all doctoral students						General Research Service	All doctoral students	T	P
44	6	Circulate the conflict of interest self-assessment form to all members of the committees responsible for recruiting researchers						HR Department	All recruiting members	T	P
24	5	Set up a working group on accumulating professional activities, <a href="#">adopt a simplified procedure</a>						HR Department	Yes/No Yes/No	T	C
28	3	Detection of plagiarism						General Research Service	Yes/No	T	P
<b>RESEARCH FUNDING AND DISSEMINATION</b>											
22	38	Train researchers on research funding						General Research Service	No. of projects submitted/No. of researchers trained	T	P
45	26	<a href="#">Calls for Bud projects (institution's internal funding)</a>						General Research Service	<a href="#">No. of projects assisted/No. of applications</a>	T	P

4	9	Research seminars for all audiences							General Research Service, UL	No. of seminars	T	P
25	8	Raise researchers' awareness of open data and provide training							General Research Service, UL	No. of training courses	T	P
33	8	Provide greater support to assist with publication: training and editorial support for researchers							UL	No. of training courses	T	P
46	8	Develop the scientific journal platform Prairial, labelled the first official Open Edition incubator							UL	Yes/No	T	C
47	8	Prairial is a stakeholder in the project to develop an editorial support centre for the humanities and social sciences journals on the Lyon-Saint-Étienne site							UL	Yes/No	T	C
48	8	Prepare and validate an Open Science Charter							General Research Service, UL	Yes/No Yes/No	T	C
NON-DISCRIMINATION												
49	10	Nominate an Inclusion, Equality and Solidarity Officer							President's Office	Yes/No	T	C
50	10	Appoint a Student Life and Disability Officer							President's Office	Yes/No	T	C
51	10	Nominate a Secularism Adviser							President's Office	Yes/No	T	C

31	10	Appoint a Discrimination Adviser for doctoral students							Officer	Yes/No	T	C
36	10,27	Appoint correspondents for the promotion of equality							Officer	Yes/No	T	C
32	10	Improve support for doctoral students with disabilities							Doctoral adviser	Yes/No	T	P
52	10	Implement the CADH							VP for Social Affairs/Equalities Officer	Yes/No	T	C
53	10, 27	Implement training on equality and discrimination							HR Department	Number of training courses/Number of researchers trained	T	P
26	9, 10	Implement imaginative actions to raise non-discrimination awareness							Officers and cultural affairs	Number/year	T	P
12	9, 10,27	Develop research on gender and discrimination							Researchers and research centres	Number	T	P

RECRUITMENT

54	11	Draft a proposed evaluation grid incorporating all the OTM-R principles and circulate it to recruiters							HR Department	Yes/No All recruiting members	2023	
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14	12, 15, 20	Publish new job descriptions that integrate the OTM-R principles							HR Department	Yes/No	T	P
15	13	Make all recruitment paperless							HR Department	Yes/No	T	C
3	13	Organise regular meetings between the panels of experts and the recruitment services							HR Department	Yes/No	T	P
1	19, 20	Distribute degree and qualification equivalency grids to recruitment jury members							HR Department	Yes/No All recruiting members	T	P
27	13, 14, 16, 17	Expand use of different recruitment techniques							HR Department/Panels of experts	Yes/No	T	P
16	13, 15	Produce and circulate statistics on recruitment							HR Department	Yes/No All staff members	T	P
10	4,6	Prepare an impartiality grid and a "conflict of interest" declaration							HR Department	Yes/No	T	C
29	12	Support researchers when they take up their posts							HR Department	Yes/No	T	P
<b>CAREER AND WORK ENVIRONMENT</b>												
55	24	Appoint a VP for social affairs and quality of life at work							President's Office	Yes/No	T	C

56	22	Define and deploy a skills directory, in particular for PhDs							General Research Service/Doctoral schools	Yes/No	2022	
30	28, 30	Propose personalized career support to all researchers who request it							HR/HR Department Support Officer	No. of researchers accompanied/No. of researchers who requested support	T	P
8	28, 30	Communicate information on career support							HR Department	No. of communication actions	T	P
57	25, 28	Introduce new career advancement arrangements							HR Department	Yes/No	T	C
58	40	Introduce a pedagogical mentoring system							HR Department	Yes/No	2022	
6	29	Communicate the international mobility guide							HR Department	Yes/No	T	C
59	18,29, 33	Prepare and distribute a charter of best practice for allocating teaching services, particularly after mobility or taking on research responsibilities							HR Department	Yes/No All researchers	2023	
60	33	Take into account return from family leave for access to teaching release							HR Department	Yes/No	2023	
7	24, 25	Communicate information on social policies							HR Department	Yes/No	T	P
35	24	Implement a psychosocial risks (PSR) prevention plan							Hygiene and Safety Department	Yes/No	In progress	

61	24	Implement a QWL plan							HR Department	Yes/No	In progress	
34	23	Prepare a digital technology action plan				?			Digital department	Yes/No	T	C
13	27	Review the career paths for women/men and publish the results							HR Department/PA QAP (Quality Improvement and Steering Support Unit)	Yes/No All staff members	T	C
11	21, 24,	Formalise an Employment Charter for contractual researchers							HR Department	Yes/No	In progress	
62	23	Provide access to the institution's resources for all doctoral students							General Research Service/Doctoral schools	Yes/No	2022	
19	23, 29	Implement a platform for visiting researchers							General Research Service/General Service for International Relations	Yes/No	In progress	
63	23, 29	Optimise the space devoted to research							Real Estate and Logistics Department	Yes/No	2022	
64	23, 29	Allocate office space to visiting researchers							Real Estate and Logistics Department	Yes/No	2022	
5	29	Communicate information about Espace ULYS							General Research Service	Yes/No	T	P

TRAINING AND DEVELOPMENT

20	39	Train research laboratory managers							HR Department	No. of managers trained/No. of managers	T	P
23	4,7,38,39	Set up a working group on best practices for doctoral training; <a href="#">Prepare a report</a>							General Research Service	Yes/No Yes/No	T	C
65	40	Establish evaluation mechanisms for monitoring theses (in collaboration with the monitoring committees)							General Research Service/Doctoral schools	Yes/No	2022	
17	28, 38	Prepare a vade-mecum for the HDR (accreditation to supervise research)							General Research Service	Yes/No	T	C
18	36, 37, 40	Prepare a vade-mecum for thesis supervisors							General Research Service	Yes/No	T	C
66	37, 40	Training in support and management techniques for thesis supervisors and laboratory directors							HR Department	<a href="#">No. of training courses</a>	2022	
67	12, 14	Training in recruitment techniques for panels of experts							HR Department	<a href="#">No. of training courses</a>	2023	
68	33	<a href="#">Teaching methodology</a>							Doctoral schools	<a href="#">No. of training courses</a>	T	P
21	33, 36,	Training courses on pedagogical techniques							HR Department	No. of training courses	T	P



69	33, 38	Support for pedagogical practices							HR Department	No. of training courses	T	P
70	33, 38	Training in digital pedagogy							Digital department	No. of training courses	T	P
71	22	Arqus mentoring project							General Research Service	Partnership: Yes/No	In progress	
72	33	Calls for projects/hybrid teaching							HR Department	Project selected: Yes/No	In progress	
9	38	Explain the various public and private career opportunities available to researchers once they have been awarded their PhD							General Research Service	Date the first information is communicated number of actions completed	In progress	

Key:  
 Black = actions scheduled for the period 2018 to 2023  
 Orange = actions modified for the period 2018 to 2020  
 Blue = new actions for the period 2018 to 2020  
 Situation: T = action taken; In progress = action in progress  
 Status: C = action completed; P = permanent or continuing action