

TEMPLATE 2 – GAP ANALYSIS - OVERVIEW

Case number: 2019CZ461877

Name Organisation under review: Brno University of Technology

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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>Initiatives undertaken and/or suggestions for improvement:</p>
Ethical and Professional Aspects			
<p>1. Research freedom</p>	<p>++</p>	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>Directive – Commercialisation of science and research knowledge / Not in English</p> <p>Guideline – Management of intellectual property / Not in English</p> <p>Disciplinary rules for students, including PhD BUT</p> <p>Freedom of research is based on adherence to basic human moral principles, The Higher Education Act and the Code of Conduct. It is also based on the Basic Charter of Rights and Freedoms of the Czech Republic. Freedom of research may be undermined by different conditions of the provider of financial resources or by differing opinions on research activities from the management of research</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Translation of the directive Commercialisation of science and research knowledge into English 2. Revision and creation of a new updated Code of Conduct in accordance with the Charter and the Code 3. Creation of CGRP methodology – Code of Good Research Practice 4. Translation of other documents related to intellectual property protection <p>Survey: More than 3/4 of the respondents were convinced that the university supports autonomy, creativity and freedom of research. More than 1/5 of the RS thought otherwise.</p>

		<p>teams. Academic freedoms and freedom of research are defined in the document.</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Magna Charta Universitatum</p> <p>Current Status and GAP:</p> <p>Freedom of research is based on adherence to basic human moral principles, The Higher Education Act and the Code of Conduct. It is also based on the Basic Charter of Rights and Freedoms of the Czech Republic. Freedom of research may be undermined by different conditions of the provider of financial resources or by differing opinions on research activities from the management of research teams. Academic freedoms and freedom of research are defined in the document Magna Charta Universitatum.</p>	
2. Ethical principles	-/+	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP: Ethical principles and procedures are set out in the Code of Conduct. Cases of unethical conduct are dealt with by the Ethics Committee. Internal standards and methodological guidelines, such as the Good Research Practice Guidelines (CGRP), are lacking.</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Creation of CGRP methodology – Code of Good Research Practice 2. Revision and creation of a new updated Code of Conduct in accordance with the Charter and the Code 3. Presentation of the Code of Conduct and CGRP methodology for RS / AS (Research Staff / Academic Staff) at BUT in the form of seminars / e-learning materials

		<p>Employees and students are not systematically trained in ethics.</p>	<p>Survey: 2/5 of the postdocs who provided their answers in the questionnaire believed that the Code of Conduct and ethics were violated, but this issue is otherwise perceived as OK among all employees in general.</p>
3. Professional responsibility	-/+	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>Directive – Commercialisation of science and research knowledge / Not in English</p> <p>Disciplinary rules for students, including PhD BUT</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>Professional responsibility is only partially enshrined in Code of Conduct. It is not set out in the individual F/C Strategic Intents, as it is related to the BUT Code of Conduct and other documents. Duplication of scientific works and bachelor, master and dissertation theses is ensured by control in the Apollo system using the COBRA software, which was developed by BUT. F/C have subjects focused on citations and ethics, some of which are (e.g. FA Faculty of Architecture, FFA - Faculty of Fine Arts). The issue of intellectual property protection is addressed by the Rector’s Directive. All individual F/C also have disciplinary rules and disciplinary committees for all Ph.D. students. Considerable attention is also paid to the possibility of publishing in Open Access (OA) journals,</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Translation of other documents related to intellectual property protection 2. Revision and creation of a new updated Code of Conduct in accordance with the Charter and the Code 3. Creation of CGRP methodology – Code of Good Research Practice <p>Survey:</p> <p>More than 3/4 of the respondents from the RS and AS (Research Staff and Academic Staff) agreed that the university supports the dissemination and publication of research results, including the putting of these results into practice</p> <p>ad. 2 Ethical principles</p>

		<p>getting acquainted with the funds reserved for publications in OA journals and the issue of predatory publishers. There is also a course “Scientific Publishing from A to Z – distance course”, provided by the Central Library of BUT – the course is in Czech. For example, the subject Social Responsibility and Business Ethics is compulsory at FBM. Further training on publishing ethics is organised by the Central Library (CL). The CL offers a plagiarism control service Crossref Similarity check suitable for editorial boards and opponents of texts to be published (articles in journals).</p>	
4. Professional attitude	+/-	<p>Supporting university regulations and websites:</p> <p>The Statute of BUT</p> <p>Guideline - Project records / Not in English (Life cycle of BUT projects)</p> <p>Resolution - Ensuring the fulfilment of obligations and commitments of the beneficiary within the projects of EU operational programmes / Not in English</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>The strategic objectives of research teams are set by their leaders (or other stakeholders – heads of the institute, research centre, etc.), for projects these are the main researchers according to the project specification. The notification obligations depend on the provider of financial</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Creation of a separate website section for project calls, project support, etc. 2. Overview of calls issued from providers and conditions thereof (in one place – regularly updated). <p>Survey: According to the questionnaire survey, respondents complained about insufficient administrative support and the lack of conceptuality in project support; they also often mentioned ignorance of project support for the prepared calls and the inability to find information and conditions.</p>

		<p>support (determined by a legal act or project documentation / Czech Republic – EU, etc.). The science and research strategy is a part of strategic documents of individual F/C. Projects are registered via the IS BUT Apollo. Control mechanisms are set on the basis of the requirements of the project grant provider (e.g. interim reports), at the level of project support of the Rector’s Office and at the level of project support of BUT and individual F/C. Project support at BUT is inconsistent and not conceptual. It differs at individual F/C. There is a lack of regular training about project submission – including all the specifics. Comprehensive information on challenges and conditions in one place. Most F/C have internal conditions for project management.</p>	
5. Contractual and legal obligations	+/-	<p>Supporting university regulations and websites:</p> <p>Resolution – Remuneration of improvers, inventors, creators of utility models and other industrial property / Not in English</p> <p>Directive – Commercialisation of science and research knowledge / Not in English</p> <p>Guideline – Management of intellectual property / Not in English</p> <p>Supporting national regulations:</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Concept of training for new and existing employees and R1 / R2 in all areas of intellectual property protection (in connection with project calls and outputs: user model, patent, methodology). 2. Implementation of training in all areas of intellectual property protection <p>Survey: Almost 3/4 of the respondents declared that they are familiar with this topic. The AS (Academic Staff) and TOS (Technical/Office Staff) are apparently the most acquainted with this topic, with the RS (Research Staff) on the other end of the spectrum.</p>

		<p>Act No 130/2002, on the support of research, experimental development and innovation from public funds / Not in English</p> <p>The Higher Education Act No 111/1998</p> <p>Methodology for Evaluating Research Organisations and R&D&I Purpose-tied Aid Programmes (2017+)</p> <p>Methodology for Evaluating Research Organisations in the Universities Sector</p> <p>Statute of the Czech Science Foundation</p> <p>Current Status and GAP:</p> <p>Researchers and other support staff are familiar with the basic rules that apply to their work. They are trained in the field of occupational health and safety and fire protection, or in specific areas such as work in the laboratory, with machines – equipment, etc. At F/C, the employees and PhD students are also acquainted with the operating rules of laboratories and other specific areas. Training in the areas of intellectual property protection is not uniform; there is no conceptual training, regular training, etc. Training sessions are always organised on request.</p>	
6. Accountability	+/-	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p>	<p>Proposals:</p> <p>1. Creation of CGRP methodology – Code of Good Research Practice</p>

		<p>Directive – Commercialisation of science and research knowledge / Not in English</p> <p>Guideline – Management of intellectual property / Not in English</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Financial control at BUT / Not in English</p> <p>Financial Control Act (Act No 320/2001) – Not in English</p> <p>Accounting Act (Act No 563/1991) – Not in English</p> <p>The Copyright Act (Act No. 121/2000 Coll.)</p> <p>Current Status and GAP:</p> <p>Researchers are accountable to employers, funders and also society as a whole (especially in terms of ethical responsibility). Researchers whose research is publicly funded are responsible for the efficient use of taxpayers' money. In this respect, employees follow the laW of the Czech Republic and the internal regulations of BUT. Another regulation that researchers follow is the grant provider's instructions and the contract under which the grant is awarded.</p> <p>The Code of Conduct also requires efficient management of funds. Consultations on financial management are provided by the university or faculty department for project support and the Department of Economics and</p>	<p>2. Revision and creation of a new updated Code of Conduct in accordance with the Charter and the Code</p> <p>Survey: A total of about 3/4 of respondents stated that they were familiar with the basic legislation. At the same time, almost 2/5 of TOS stated that they do not have the necessary knowledge in this area, as well as about 1/4 of both RS and AS.</p>
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		<p>Accounting. Financial inspections of projects take place at BUT in the form of internal and external audits. Methodological procedures, used methods and analyses of R&D are listed in the results of creative activities or in final reports – according to the funder. In general, BUT is governed, for example, by the Accounting Act, related tax laW, or the Financial Control Act. It is the duty of project developers to cooperate on inspections and audits.</p>	
<p>7. Good practice in research</p>	<p>++</p>	<p>Supporting university regulations and websites:</p> <p>Innovation Strategy of the Czech Republic 2019–2030</p> <p>BUT Code of Conduct</p> <p>Guideline – Personal Data Protection at BUT / Not in English</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>The rules of compliance with occupational health and safety and fire protection are set at BUT in accordance with the legal norms of the Czech Republic. Employees who work in hazardous environments receive protective equipment. The protection of personal data is governed by the European GDPR Regulation and the Directive. The GDPR Directive is only available in Czech. Its English abbreviated version with basic information is available on</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Translation of guideline – Personal Data Protection at BUT 2. Creation of CGRP methodology – Code of Good Research Practice 3. Revision and creation of a new updated Code of Conduct in accordance with the Charter and the Code <p>Survey: 3/4 of the respondents of all groups of employees thought that they were adequately acquainted with this issue.</p>

		<p>the employee portal after logging in English. Within the doctoral and master's studies, BUT teaches the subjects Intellectual Property Law, Fundamentals of Law for Expertise and Legal Aspects of Scientific Work, which also include the issue of plagiarism. IT issues are also addressed – Data backup takes place at the level of individual administrative departments and is coordinated by IT support staff.</p>	
<p>8. Dissemination, exploitation of results</p>	<p>++</p>	<p>Supporting university regulations and websites:</p> <p>Directive – Commercialising the knowledge of science and research / Not in English</p> <p>Guidelines – Handling intellectual property / Not in English</p> <p>Directive – Conditions for commercialisation of BUT intellectual property, establishment and support of BUT spin-off companies / Not in English</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>Employee evaluation is based on published research results (publications, presentations). Citation is one of the criteria of scientific work. The aim is to publish the results and, of course, use them. The list of each employee's publications is published on the website. Part of the RS uses a profile on Google Scholar, Research Gate or Academia.edu – BUT employees are recommended to</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Concept training for new and existing employees and R1/R2 in all areas of intellectual property protection (in connection to project challenges and outputs: utility model, patent, methodology). 2. Implementing training in all areas of intellectual property protection. 3. Creating rules for evaluating the results of research, innovation and other creative activities. 4. Introduction of the obligation to archive the results in the university repository in accordance with the Open Access policy. 5. Creation of storage space for archiving research data in accordance with the Open Access policy. <p>Survey: 3/4 of the respondents believe that the legal protection of research results, intellectual property and</p>

		<p>store the results of their research activities in a university repository (Digital Libraries); in the future, this will be obligatory. Therefore, it is appropriate to introduce the obligation to archive the results in the university repository in accordance with the policy Open Access. In the area of knowledge and technology transfer, there is support from the Technology Transfer Department (TTD) within F/C. The publication of research results takes place in accordance with the project solution contract, which also includes a plan for the publication of results. An integral part of the project solution are also the annual or final project reports, which contain a summary of the scientific results achieved. Disclosure of research results (including commercialisation) is always properly addressed in the contracts for the solution of the grant project and the provision of grant funds. BUT is a member of the ORCID (https://orcid.org/) and it can make full use of the services of this organisation to disseminate the research results of BUT authors. To do this, it is necessary to have at least an author identifier (the obligation is imposed by the directive). Every employee can find on the website what projects are currently being solved, where and by whom, or even which projects already completed. The data is retrieved from the Apollo portal, where projects are registered. Other means for disseminating the results are conferences in which BUT F/C participate; they also often organise the conferences. These are foreign and Czech conferences, both for doctoral students, the RS and other groups in areas across the university: e.g. JUNIORSTAV – professional conference of doctoral follow-up studies. EEICT student conference (26th conference in 2020). Individual F/C have a list of conferences on their science</p>	<p>employees' works is adequately ensured at the university. According to the respondents, more emphasis is placed on commercialisation than on the use of research results.</p>
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		and research sites, which they organise or participate in, and where they present research results.	
9. Public engagement	+/-	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>The concept and support of the popularisation of science, research and other results of creative activity is mainly the activity of F/C or research teams or individuals. Popularisation of creative activity is one of the Strategic Plan's priorities. Lack of a unified strategy for the popularisation of science and research. The popularisation of science is not in the minds of employees; it is also often difficult to quantify and evaluate. Promotion towards the public includes the following event: Scientists' Night, Science Party, Science Slam, Science Fairs, Mercury perFEKT Challenge and more. Promotion also takes place on the BUT website, the F/C websites, LinkedIn or Twitter, Instagram and Facebook. Furthermore, the (F)IT Summer School not only for girls is a great support for science and study at BUT – website only in Czech (The aim of the FIT Summer School is to show that there are many subfields within information technology that can be entertaining for girls and women).</p>	<p>Proposals:</p> <p>1. Marketing / PR – Streamlining the awareness of the university. The aim is to streamline and provide information about BUT for students / employees / lay and professional public / potential BUT employees. Section in Czech / English.</p> <p>2. Development of a university repository in which most of the outputs will be publicly available (based on the terms of the licence agreement)</p> <p>Survey: According to the respondents, there is little outwards promotion of the university (periodicals, public lectures, media).</p>

<p>10. Non discrimination</p>	<p>+/-</p>	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>The Rules for Selection Procedures at BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code Act No. 262/2006 Coll.</p> <p>Act on equal treatment and on legal means of protection against discrimination and amending certain acts (the Anti-Discrimination Act) / Not in English</p> <p>The Constitution of the Czech Republic</p> <p>Act on the Public Defender of Rights / Not in English</p> <p>Supporting international regulations:</p> <p>Charter of Fundamental Rights and Freedoms of the European Union, Constitution of the Czech Republic (2012/C326/02)</p> <p>Current Status and GAP:</p> <p>The issue of non-discrimination is dealt with in the Code of Conduct, then in the Czech Labour Code and also in the Anti-Discrimination Act. The basic principles of non-discriminatory behaviour in the area of hiring new employees will be part of the revision of the Selection Procedure Rules. This will also be revised with regard to</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Revision of the Rules for Selection Procedures at BUT and creation of new updated SPR so that they are in line with the Charter and the Code and enshrine the principles of OTM-R policy. 2. Revision and creation of a new updated Code of Conduct in accordance with the Charter and the Code 3. Modification of the Standards of BUT Study Programmes Directive (modify maternal or parental leave and 5 years of publishing activity – discriminatory) <p>Survey: About 15% of the respondents acknowledged the possibility that some university staff could be discriminated against on the basis of gender, age, ethnic, national or social origin, religion (faith), sexual orientation, language, disability, political opinion or economic status.</p>
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		<p>compliance with C&C. Within the framework of non-discrimination, the university enables women to return part-time and change their job description when returning from maternity or parental leaves. BUT regulations do not take breaks in maternity or parental leaves into account. Gender diversity varies across the university with regard to the discipline of the given F/C or the workplace. But the recruitment of women to leadership positions in all disciplines is supported. According to the Standards of BUT Study Programmes, publishing activity for the last 5 years must be submitted when guaranteeing the course (without mentioning any modifications with regard to maternity or parental leave).</p>	
11. Evaluation/ appraisal systems	-/+	<p>Supporting university regulations and websites:</p> <p>The Salary Rules of BUT</p> <p>Supporting national regulations:</p> <p>Labour Code No. 262/2006 Coll.</p> <p>Current Status and GAP:</p> <p>There is no unified system / tool for employee evaluation at BUT. One of the places where such a system is created with regard to a larger percentage of researchers is the CEITEC BUT, whose system is created on the basis of the International Scientific Advisory Board (ISAB). Furthermore, other F/C have their own evaluation</p>	<p>Proposals:</p> <p>1. Preparation of the concept of the Career Rules and the Evaluation System with a link to the existing Salary Rules 2021-2022. Implementation at BUT environment 2023-2025</p> <p>Survey: Less than 3/4 of the respondents were convinced that there are tools at the university for regular evaluation of employees. However, there were differences in responses between the groups. The existence of such evaluation tools is confirmed mainly by the AS, while the RS and TOS agree with such a statement equally in 50% of the cases</p>

		<p>methods, evaluation systems are part of F/C IS and are linked to various conditions and activities.</p> <p>It is necessary that the evaluation system is linked to the BUT Career Code and the Salary Rules. There is only a motivational system for students and doctoral students. Reporting and transmission of results at BUT – The quality of outputs (publications, products) can be evaluated according to various aspects. Institutions in the Czech Republic have to comply with the currently valid Methodology for the Evaluation of Research Organisations and Evaluation of Targeted Support Programmes for Research, Development and Innovation (hereinafter the “17+ Methodology”) prepared by the Research, Development and Innovation Council (R&D&I Council) and approved by the Government of the Czech Republic on 8 February 2017. The methodology seeks to change the evaluation of science in the Czech Republic and it is based on several pillars of evaluation. Modules 1 and 2 are essential for reporting the results of scientific work. F/C support creative and publishing activities and have their own internal rules. The support of students at all levels is university-wide and it also has its specifics according to individual F/C – these are then issued by the F/C management.</p>	
Recruitment and Selection			
12. Recruitment	-/+	<p>Supporting university regulations and websites:</p> <p>The Rules for Selection Procedures at BUT</p>	<p>Proposals:</p> <p>1. Revision of The Rules for Selection Procedures at BUT and creation of new updated RSP so that they are in line</p>

		<p>Collective Bargaining Agreement BUT</p> <p>The Statute of BUT</p> <p>The Salary Rules of BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>Most BUT buildings (except historic buildings) have barrier-free access. Flexible working hours and the possibility of part-time work allow for a smooth return of workers after maternity / parental leave. BUT does not have an OTM-R policy. The principles of OTM-R are partly defined by the The Statute of BUT and The Rules for Selection Procedures at BUT. BUT does not have a separate piece of legislation regulating the admission of researchers. Current The Rules for Selection Procedures at BUT do not comply with the requirements of the Charter and the Code. Uniformity, transparency, setting of internal standards and control activities in accordance with the OTM-R policy at BUT could be ensured and the HR activities coordinated by a new support department for the entire BUT under the Personnel Department at BUT. Its activities will include the personnel agenda as well as the control of legislation and the resolution of labour law issues related to HR at the university.</p>	<p>with the Charter and the Code and enshrine the principles of OTM-R policy.</p> <p>2. Preparation of the concept of the Career Rules and the Evaluation System with a link to the existing Salary Rules 2021-2022. Implementation at BUT environment 2023-2025</p> <p>3. New BUT Career WebSites in accordance with the Recruitment Methodology and The Rules for Selection Procedures at BUT. Distribution of job offers according to employee groups (RS, AS, TOS, W - Worker)</p> <p>4. Establishment of a support centre in the field of HR for the entire BUT. Under the BUT Personnel Department.</p> <p>Survey: More than 3/4 of the respondents believed that the selection boards evaluate the candidate's scientific activity and general experience, including professional experience, scientific independence and mobility.</p>
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13. Recruitment (Code)	-/+	<p>Supporting university regulations and websites:</p> <p>The Rules for Selection Procedures at BUT</p> <p>Collective Bargaining Agreement BUT</p> <p>The Statute of BUT</p> <p>The Salary Rules of BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status a GAP:</p> <p>The basic rules of recruitment and selection of employees according to The Rules for Selection Procedures at BUT are observed across the university. The selection procedure is open and transparent, the vacancy notice contains a description of the required knowledge and skills, incl. any specific requirements for the job, a description of working conditions and the possibility of career growth. The period between the publication of a vacancy and the closing date is usually 30 calendar days for all academic positions and it is often the same for non-academic positions; it is governed by the University Act and the Selection Procedure Rules. Gender diversity is supported at all F/C, although it is not enshrined in writing and, due to the technical nature of the university, it is less feasible to achieve it. Some F/C, employing a larger share of</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Revision of The Rules for Selection Procedures at BUT and creation of new updated RSP so that they are in line with the Charter and the Code and enshrine the principles of OTM-R policy. 2. Creation of Methodology as a recruitment support document (including templates of advertisements, possibilities of publishing, mandatory and recommended data etc.) in accordance with the Charter and the Code and a enshrining OTM-R principles. 3. Conducting regular English language courses for the Personnel Department and the individual F/C personnel departments. 4. Creation of a methodology for selection procedures for individual groups of employees (AS, RS, TOS, W) including instructions for Selection Committees and e-learning training for members of Selection Committees with basic procedures and questions. The methodology will be in line with the Charter and the Code and it will enshrine the principles of OTM-R policy. The methodology will also address the possibilities of feedback and resolution of complaints. 5. Continuous support of the non-discriminatory environment at Brno University of Technology with an emphasis mainly on expertise and competencies.
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		<p>researchers, advertise on foreign portals (e.g. Euraxess, ResearchGate) etc.</p>	<p>6. Monitoring of job advertisements, including the number of entries, selected or cancelled / unsuccessful selection procedures.</p> <p>Survey: More than 3/4 of the respondents believe that university selection procedures are open, efficient and transparent.</p>
14. Selection (Code)	+/-	<p>Supporting university regulations: --</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>The rules of recruitment and selection enshrined in The Rules for Selection Procedures are observed across the university. The Rules for Selection Procedures regulate, among other things, the composition and number of members of the selection committee. Gender balance is supported, although due to the technical nature of the university it is difficult to achieve it and it is not enshrined in legislation. Each member of the selection committee is obliged to get acquainted with The Rules for Selection Procedures; some personnel workers are now undergoing training. The tools of selection procedures are always proportional to the occupied job position. For example, CEITEC BUT uses international tools when filling leading positions; International Scientific Advisory Board (ISAB) this is also affected by the fact that CEITEC BUT has the highest proportion of researchers.</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Revision of The Rules for Selection Procedures at BUT and creation of new updated RSP so that they are in line with the Charter and the Code and enshrine the principles of OTM-R policy. 2. Creation of Methodology as a recruitment support document (including templates of advertisements, possibilities of publishing, mandatory and recommended data etc.) in accordance with the Charter and the Code and a enshrining OTM-R principles. 3. Creation of a methodology for selection procedures for individual groups of employees (AS, RS, TOS, W) including instructions for Selection Committees and e-learning training for members of Selection Committees with basic procedures and questions. The methodology will be in line with the Charter and the Code and it will enshrine the principles of OTM-R policy. The methodology will also address the possibilities of feedback and resolution of complaints. <p>Survey: Overall, more than 3/4 of the respondents were</p>

			of the opinion that the Selection Committees are made up of relevant experts from various fields.
15. Transparency (Code)	+/-	<p>Supporting university regulations:</p> <p>The Rules for Selection Procedures at BUT</p> <p>Standards of BUT Study Programmes / Not in English</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>All vacancies are published on the BUT job opportunities website, on the main official notice board or on the official notice boards of the university component parts, or on the notice board of the Labour Office and on other places. The content of the advertisement is governed by the Selection Procedure Rules, which require publishing the name and address of the university component part filling the vacancy, designation of the occupied job, qualification and other requirements for the applicants, application requirements (necessary documents), application deadline and method of submission, expected date of employment and its duration. Other published information (e.g. benefits, number of vacancies, career development) varies by individual university component parts. There is no single advertising template. Rejected candidates are provided with general feedback; detailed feedback is provided only on request. The handling of complaints about the selection procedure is not resolved at BUT. Furthermore, the selection procedures are governed by the Higher</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Creation of templates for selection procedures for other groups of employees (AS, TOS), both in the national language and in English. 2. Support of advertising on the Euraxess portal. 3. Continuous support for a non-discriminatory environment at the BUT, with an emphasis on the expertise and competence of the candidates. 3. Creation of a methodology for selection procedures for individual groups of employees (AS, RS, TOS, W) including instructions for Selection Committees and e-learning training for members of Selection Committees with basic procedures and questions. The methodology will be in line with the Charter and the Code and it will enshrine the principles of OTM-R policy. The methodology will also address the possibilities of feedback and resolution of complaints. <p>Survey: According to the vast majority of respondents in our survey, advertisements for university's selection procedures contain job requirements. About a quarter of</p>

		Education Act, where certain rules are laid down for the recruitment of AS (Academic Staff).	respondents do not think that job seekers are sufficiently informed.
16. Judging merit (Code)	+/-	<p>Supporting university regulations:</p> <p>The Rules for Selection Procedures at BUT</p> <p>Collective Bargaining Agreement BUT</p> <p>The Salary Rules of BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>Current Status and GAP:</p> <p>In the case of selection procedures for filling academic staff positions, the application for the selection procedure includes an overview of current professional practice, an overview of publishing activities, a portfolio, and documents on the qualifications achieved. The general description of the given job position and the basic qualification prerequisites are determined by each F/C itself. For researchers and other employees, the application for the selection procedure usually includes only documents on the achieved qualification. The selection committee takes into account the overall experience of the candidates, also with regard to the field of the position. However, additional requirements for candidates are compiled individually for each vacancy, e.g. by the relevant manager, etc. A wider range of evaluation criteria is not set, so the overall evaluation of candidates is</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Revision of The Rules for Selection Procedures at BUT and creation of new updated RSP so that they are in line with the Charter and the Code and enshrine the principles of OTM-R policy. 2. Creation of a methodology for selection procedures for individual groups of employees (AS, RS, TOS, W) including instructions for Selection Committees and e-learning training for members of Selection Committees with basic procedures and questions. The methodology will be in line with the Charter and the Code and it will enshrine the principles of OTM-R policy. The methodology will also address the possibilities of feedback and resolution of complaints. 3. Creation of Methodology as a recruitment support document (including templates of advertisements, possibilities of publishing, mandatory and recommended data etc.) in accordance with the Charter and the Code and a enshrining OTM-R principles. 4. Create measures against academic inbreeding <p>Survey: Overall, more than 3/4 of the respondents agreed with the statement that the experience and competencies of candidates relevant to the job position are the main indicators in the selection procedures. A</p>

		largely dependent on the subjective opinion of individual members of the Selection Committee, in particular as regards the qualitative assessment of merit (important aspects are also, for example, the ability to innovate, skills in research management, training and supervision, cooperation with the commercial sphere, etc.).	relatively lower share of affirmative answers was recorded for RS and postdocs.
17. Variations in the chronological order of CVs (Code)	++	<p>Supporting university regulations and websites:</p> <p>The Rules for Selection Procedures at BUT</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP: In the case of hiring new staff, there are no restrictions on career interruptions. Each of the candidates submits a professional CV, and he or she can further substantiate or supplement the information in personal interview or through a cover letter or comment. The candidate has the opportunity to comment on the reasons and causes that led him / her to make the change and to explain on a specific example how the given experience contributed to the further professional development of the candidate, or what brought him / her back to the original field.</p>	<p>Proposals:</p> <p>1. Revision of The Rules for Selection Procedures at BUT and creation of new updated RSP so that they are in line with the Charter and the Code and enshrine the principles of OTM-R policy.</p> <p>Survey: Respondents provide no comments on this issue.</p>
18. Recognition of mobility experience (Code)	++	<p>Supporting university regulations and websites:</p> <p>Guideline – Rules and implementation methodology for Erasmus + job mobility (after registration) / Not in English</p> <p>Supporting national regulations: --</p>	<p>Proposals:</p> <p>1. Update of the website of support for foreign trips for BUT employees. The website is regularly updated at least once a month. The information is also in English, at least the basic text thereof.</p>

		<p>Current Status and GAP:</p> <p>The experience of employees gained abroad is considered a valuable benefit for the workplace. From the employment and legal point of view, Brno University of Technology allows its employees flexible working hours and supports the institute of outgoing workers (AS / RS and TOS). Improving the quality of research, including by expanding cooperation with foreign universities, research institutes and the commercial sphere, is a long-term objective of the university. Employees are motivated to move abroad by their superiors with regard to raising qualifications and also by support through ERASMUS+. For example, at CEITEC BUT, mobility is part of the annual evaluation of ISAB research groups. Furthermore, mobility is perceived in the Personal Development Plans and regularly evaluated annually also on other F/C. In the recruitment and selection process, the weight of this criterion depends on the nature of the job position and, where applicable, involvement in a project under the conditions set by the provider. Support for trips abroad for employees is sufficient in terms of the information provided. However, the information is not in English.</p>	<p>2. Support the transfer of experience from abroad (good practice) by organising meetings with other employees.</p> <p>Survey: Respondents pointed to the lack of administrative support in the case of mobility.</p>
19. Recognition of qualifications (Code)	++	<p>Supporting national regulations: --</p> <p>Supporting national regulations and websites:</p> <p>The Higher Education Act No 111/1998</p>	<p>Proposals: No action is required now.</p> <p>Survey: Respondents pointed to the lack of administrative support in the case of mobility.</p>

		<p>International treaties governing mutual recognition of educational and authentication documents by which the Czech Republic is bound / Not in English</p> <p>Current Status and GAP:</p> <p>In cases where an applicant for a job position holds a foreign diploma (and the relevant degree) from a foreign university, it is necessary to nostrify the education thus obtained in accordance with Sections 89 and 90 of the Higher Education Institutions Act; in addition, where the qualification obtained comes from a European Union country, this procedure is subject to the Convention. Recognition of doc. and prof. titles from another state is governed by international agreements. The "nostrification" is the process of recognising foreign higher education (or part thereof) and qualification as equivalent to education obtained in the Czech Republic. There is no internal regulation concerning the evaluation of qualifications.</p>	
20. Seniority (Code)	+/-	<p>Supporting regulations and websites:</p> <p>The Rules for Selection Procedures at BUT</p> <p>BUT Rules of Habilitation Procedure and Procedure to Attain Professorship</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p>	<p>Proposals:</p> <p>1. Preparation of the concept of the Career Rules and the Evaluation System with a link to the existing Salary Rules 2021-2022. Implementation at BUT environment 2023-2025</p> <p>Survey: Respondents suggested the inclusion of mandatory mobilities as a condition for habilitations and professorship appointments.</p>

		<p>In the case of recruitment, there are no restrictions on seniority. The Rules for Selection Procedures do not define the term “seniority” in any way. The selection procedures assess the required qualifications, experience, results achieved, publications, etc. The seniority does not represent an entry barrier for hiring new employees in the field of science and research. BUT does not have an employee evaluation system or a set system of professional development. The R&D results are entered into the Apollo information system and subsequently into the RIV records. The mobility of BUT employees is supported and employees use it with regard to professionalism and work and personal opportunities.</p>	
21. Postdoctoral appointments (Code)	+/-	<p>Supporting university regulations and websites:</p> <p>Resolution – Competition for the most productive employees and students of doctoral study programmes in terms of research and development results at BUT</p> <p>Resolution - Incentive system for increasing performance and quality in the field of R&D. / Not in English</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>BUT does not systematically support the categorisation of postdoctoral students (R2) and independent researchers. Postdoctoral students are classified as non-academic staff for science and research or as researchers. Positions of</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Creating a concept of education to support career development of R1 and R2. (E.g. project preparation, project management, presentation skills, financial project management, team leadership, etc.) 2. Defining the rules for R2 position <p>Survey: Postdoc respondents in the questionnaire survey commented to a greater extent on ignorance of legislation and also on insufficient support for career advancement.</p>

		<p>postdoctoral students are reported separately only in the MEYS statistics (Ministry of Education, Youth and Sports).</p> <p>The CEITEC internal career rules define the postdoctoral position as a Junior Researcher. Support for postdoctoral students is one of the BUT's objectives. Within it, there are a number of programmes at BUT – support for publishing activities, junior specific research, Memov II, Erasmus +, etc. Support for future postdocs can be the possibility of CEITEC PhD school.</p>	
Working Conditions and Social Security			
22. Recognition of the profession	-/+	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>The Salary Rules of BUT</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>Equality in the workplace is ensured by assigning tasks according to competencies and with regard to the adequacy of the scope of duties (according to the amount of work and the volume of other duties). Care is taken to ensure that each employee is fully involved and has the opportunity to develop professionally. Regardless of the classification or level of career, everyone has the opportunity for mobility (including international), further education – deepening and increasing, they have access to</p>	<p>Proposals:</p> <p>1. The issue of respect for the profession will be specified by the creation of the concept of the Career Code with the Evaluation System with a link to the existing Salary Rules of BUT.</p> <p>Survey: The answers to open questions often mentioned the absence of career support, links to the Salary Rules of BUT and the evaluation system.</p>

		<p>information about changes in legislation that relates to their work or other important facts. The training system and the offer of training / education at the university are not conceptually grasped and unified at BUT. Mobility has a greater administrative burden than would be appropriate with regard to RS/AS. There is an absence of the Career Code and a wage-related Evaluation System. Some F/C carry out employee evaluations independently. All employees are provided with equal opportunities in submitting projects. The degree of employee involvement is determined by the employees themselves.</p>	
23. Research environment	++	<p>Supporting university regulations and websites:</p> <p>Guideline – Personal data protection of BUT / Not in English</p> <p>BUT Code of Conduct</p> <p>Guideline – Management and Organisation of Occupational Safety and Health and Fire Protection at BUT / Not in English</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>Current Status and GAP:</p> <p>CEITEC BUT operates one of the largest research infrastructures in the Czech Republic, which is accessible to all relevant BUT employees but is also widely used throughout the Czech Republic. NETME Centre is a</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Translation of the Personal data protection of BUT guideline into English 2. Translation of BUT Code of Practice into English 3. Translation of the Management and Organisation of Occupational Safety and Health and Fire Protection at BUT into English <p>Survey: More than 3/4 of the respondents who commented on this issue believe that the research environment at BUT, including resources, equipment and possibilities, is at a high level.</p>

		<p>technology integrator whose goal is to innovate engineering in the Czech Republic. The AdMaS Centre ensures the development of scientific knowledge and the formulation of basic technical and technological principles. Furthermore, there is the Centre for Research and Utilization of Renewable Energy Sources (CVVOZE), which with its focus covers the whole spectrum of disciplines in the field of electrical engineering in connection with the current topic of renewable energy sources and their effective use in production, transport and energy. The SIX Research Centre was established to support the innovation potential of companies that actively use communication, information and sensor technologies in various areas of life. The Materials Research Centre (CMV) is a regional research centre, operated as an independent workplace of the Faculty of Chemistry of the Brno University of Technology. The centre mainly focuses on applied research.</p> <p>There is the possibility of sharing laboratory infrastructure across the university with regard to the funder's rules. In its strategic intent, it defines support for the development of the research and research-educational environment. Research has been following and will continue to follow the sustainability mechanisms of research to support science, research development, institutional support and more. Every employee, regardless of professional classification, is equipped with the necessary resources for their work – IT, laboratory equipment, the possibility of using study rooms, the library offers a number of professional titles for lending. Employees are regularly trained in the field of occupational health and safety and</p>	
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		<p>fire protection, for work in laboratories, handling of biological / chemical and other material, according to their classification, etc. They are continuously acquainted with work procedures, occupational safety regulations, internal regulations and legal standards. (Most of the listed documents from individual areas are available after logging in to the internal portal). Not all supporting documents are in English. There is legislation in English that is linked to The Statute of BUT.</p>	
24. Working conditions	+/-	<p>Supporting university regulations and websites:</p> <p>Guidelines – Schedule and record of working time BUT / Not in English</p> <p>Guidelines – BUT Social Fund Use / Not in English</p> <p>Collective Bargaining Agreement BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>Current Status and GAP:</p> <p>The Labour Code, together with the Collective Agreement and internal regulations (records of working hours, etc.), define the scope of working hours, the number of hours worked per week, taking leave, compensatory / creative leave, etc. At present, this is an extension of benefits. BUT employees can use flexible working hours, creative time off, part-time work, or agreement to perform work /</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Extension of the offer of benefits for employees (electronic services), (sports / relaxation). 2. Translation of BUT Code of Practice into English 3. Translation of the Working Hours Directive into English 4. Translation of BUT Social Fund Use guidelines into English <p>Survey: The questionnaire survey revealed satisfaction with working conditions that are helpful in terms of work, personal and family life balance. Respondents commented on the insufficient offer of benefits.</p>

		<p>agreement to complete a job. There is also the Edisonka mini kindergarten. “Sabbatical leave” is guaranteed by the Higher Education Act. The internal Salary Rules describes the drawing and compensation of wages in various absences. Czech law allows for the care of a child / children during parental leave, while cooperating, for example, in the form of part-time work or in the form of agreements concluded outside the employment relationship. In accordance with the Labour Code, an employee may request a reduction in working hours, if the employer’s operational possibilities allow it. BUT employs people with reduced working ability, including doctoral students (specific needs of these students). BUT now has documents related to the issue of working hours and the Code of Practice only in Czech, which does not facilitate the transparency of information of new foreign employees.</p>	
<p>25. Stability and permanence of employment</p>	<p>++</p>	<p>Supporting university regulations and websites:</p> <p>Collective Bargaining Agreement BUT</p> <p>The Salary Rules of BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>Current Status and GAP:</p> <p>Fixed-term employees with employment of over 0.5 FTE (in exceptional cases over 0.6) have comparable conditions as employees with contract for indefinite periods. Such employees have the same advantages and benefits as employees with an indefinite employment contract for the</p>	<p>Proposals:</p> <p>1. Implementation of the one contract concept</p> <p>Survey: The questionnaire survey showed that the respondents are satisfied with the work environment and the personal and professional life balance. Instability was perceived by a part of RS respondents who, with regard to work on projects and the rules of providers arising from them, have fixed-term contracts.</p>

		<p>duration of their employment. Most researchers have a fixed-term employment relationship with a view to a work on project that depends on the provider's resources and rules. The Labour Code precisely defines the conditions under which it is possible to repeatedly conclude an employment relationship for a definite period of time, i.e. a maximum of 3 times for a maximum period of 3 years (a maximum of 9 years in total). If the university draw funds for the employee's wage costs from a project/ grant/ subsidies, etc., the fixed-term employment relationship may be repeated several times. Both the Labour Code and the Collective Agreement take this into account. The disadvantage of fixed-term employments may be the reduced job stability. The chaining of contracts is a negative aspect (different amounts of work paid from different sources). Therefore, it is appropriate to create a single contract concept. Employment contract / agreement to perform work / agreement to complete a job are bilateral documents, therefore the employee agrees with the conditions for the position / project.</p>	
26. Funding and salaries	++	<p>Supporting university regulations and websites:</p> <p>The Salary Rules of BUT</p> <p>Collective Bargaining Agreement BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>The Employment Act</p>	<p>Proposals:</p> <p>1. Preparation of the concept of the Career Rules and the Evaluation System with a link to the existing Salary Rules 2021-2022. Implementation at BUT environment 2023-2025</p> <p>Survey: The questionnaire survey showed that the respondents are dissatisfied with the amount of the statutory (basic) wage. They also drew attention to the</p>

		<p>Current Status and GAP:</p> <p>BUT is governed by current labour law regulations of the Czech Republic and internal regulations, i.e. especially the BUT Collective Agreement. Due to the fact that it is a public institution, it works with allocated funds from the MEYS, grants, funds, as well as project funds (EU). Remuneration (tariff wage) in the public sphere cannot be compared with the commercial sphere. All public institutions in the Czech Republic face low basic (tariff) salaries. The area of remuneration is defined by the internal Salary Rules. In the case of projects, it is based on the conditions and possibilities of the project / finance provider. The legal parameter is the regulation on the minimum and also guaranteed wage. Remuneration of employees will be linked to the Salary Rules in the future, as well as to the Career Code and Evaluation System. The rules for the social area are laid down in the BUT Collective Agreement in connection with the Labour Code, the Higher Education Act and other legal regulations (length of leave, provision of meal vouchers, wage compensation during illness, sabbatical, maternity and parental leave, newly also the paternity leave, long-term care of a family member, etc.). Entitlement to old-age pension is defined by law, the retirement age is now set at 65 years. The period of study (university or doctoral) as a continuous study of secondary education is not included in the years worked.</p>	<p>absence of an evaluation system and link to the current Salary Rules and the career code.</p>
27. Gender balance	+/-	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p>	<p>Proposals:</p> <p>1. Revision of The Rules for Selection Procedures at BUT and creation of new updated RSP so that they are in line</p>

		<p>The Rules for Selection Procedures at BUT</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>BUT does not differentiate between women and men, the key aspect is the achieved qualification and experience in the field for a given job position in accordance with the equal opportunities policy. The BUT applies The Czech Academy of Sciences (CAS) thesis that women and men have different experiences from a biological and social point of view, which bring new and innovative perspectives on the solved problems and thus increase the effectiveness of research work. We do not differentiate between employees. This principle is described in general terms by the Code of Conduct. The selection of employees takes into account the results of the work, the contribution to BUT, and the knowledge in the field. There is no legal source in the Czech Republic that would address gender diversity. The Labour Code as well as the Anti-Discrimination Act state that any discrimination is prohibited. BUT fully accepts legal provisions that define the work and activities that women are not allowed to perform. The worldwide trend of the low representation of women in senior positions in technical fields is apparent at BUT as well. Significant gender imbalance in the area of mainly the IT and technical fields already appears among applicants for a bachelor's degree study programme, from there it continues through follow-up master's and doctoral studies to researchers or even leadership positions.</p>	<p>with the Charter and the Code and enshrine the principles of OTM-R policy.</p> <p>2. Creation of a methodology for selection procedures for individual groups of employees (AS, RS, TOS, W) including instructions for Selection Committees and e-learning training for members of Selection Committees with basic procedures and questions. The methodology will be in line with the Charter and the Code and it will enshrine the principles of OTM-R policy. The methodology will also address the possibilities of feedback and resolution of complaints.</p> <p>5. Continuous support of the non-discriminatory environment at Brno University of Technology with an emphasis mainly on expertise and competencies.</p> <p>Survey: The questionnaire survey showed that respondents do not feel discrimination with regard to gender. In answers to open questions, emphasis was placed on the competencies and knowledge of the employee.</p>
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<p>28. Career development</p>	<p>-/+</p>	<p>Supporting university regulations and websites:</p> <p>Long-term Intent of BUT / Not in English</p> <p>Plan of Implementation of the Strategic Plan 2020</p> <p>Collective Bargaining Agreement BUT</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>BUT does not have a conceptually set university-wide Career Code. BUT supports career development in the form of internal and external training (there is a difference between individual F/C), while employees can usually influence their own career development with the support of the employer. Assistance to PhD students and graduates is currently provided by the university's counselling centre, which falls under ICV BUT, which offers the services of psychologists, sociologists, and career counselling. There is no such counselling workplace at BUT available to employees. BUT Personnel Centre provides only advice on labour relations in the form of electronic support (available after logging into Sharepoint). Other motivations are the Faculty development projects, which include support for artistic, creative, scientific, research and publishing activities of the AS. The motivating element for performances in the field of R&D is the payment of financial rewards for high-quality publication outputs in accordance with the 17+ Methodology, <i>Methodology for the Evaluation of Research Organisations and Targeted Support Programmes for Research, Development and</i></p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Preparation of the concept of the Career Rules and the Evaluation System with a link to the existing Salary Rules 2021-2022. Implementation at BUT environment 2023-2025 2. Concept and design of training for employees with regard to job position, professionalism and projects. 3. Centralisation of the offer of courses, seminars, lifelong learning, professional events for BUT employees on one website for the entire BUT. The original format for individual announcers and education providers is also preserved. 4. Creating rules for evaluating the results of research, innovation and other creative activities. 5. Introducing an obligation to archive results in a university repository in line with Open Access policy. 6. Creating storage space to archive research data in line with Open Access policy. <p>Survey: Respondents would welcome greater support for education in subject topics regarding management of institutes / workplaces, greater financial support for professional seminars and conferences, and the offer of courses in topics of fields accredited at BUT.</p>
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		<p><i>Innovation.</i> For the area of creative artistic activity, records are introduced in the Register of Artistic Outputs (RUV); the results of the evaluation also form the basis for the payment of motivational rewards in these fields. In 2020, the MEYS introduced the Artistic Activities Fund (AAF), which compensates faculties with accredited art disciplines for the non-existence of Institutional Projects in the field of creative artistic activities. Furthermore, BUT employees are offered internal education courses focused on the development of computer literacy, soft skills, study of pedagogical sciences (Complementary pedagogical studies) for beginning teachers and doctoral students, development and specialised courses and language courses.</p> <p>RIV is one of the parts (data area) of the information system of research, experimental development and innovation, in which information is collected on the results of research and development projects and research plans supported from public funds. Data are submitted to the RIV by providers of support from public funds.</p>	
29. Value of mobility	+/-	<p>Supporting university regulations and websites:</p> <p>Directive - Rules and implementation methodology for Erasmus + job mobility</p> <p>Website for foreign cooperation (for visitors):</p> <p>https://www.vutbr.cz/en/cooperation/welcome-service</p> <p>https://www.vutbr.cz/en/cooperation/staff-week</p>	<p>Proposals:</p> <p>1. Updating the website of support for foreign trips for BUT employees. The website is regularly updated at least once a month. The information is also in the English language at least in the minimum basic text.</p> <p>Survey: Mobility was evaluated positively by the respondents. On the contrary, the support for its</p>

		<p>Website for foreign cooperation (for employees) / Not in English</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP: The experience of employees gained abroad is considered a valuable benefit Improving the quality of research, including by expanding cooperation with foreign universities, research institutes and the commercial sphere, is a long-term objective of the faculty. Cross-sectoral, intra-sectoral and interdisciplinary mobility is perceived as an added value of the employee. Mobility of PhD students (R1) as well as of other employees is monitored, they are a partial criterion for the evaluation of universities. A mobility system has been introduced at BUT, which enables employees to go on traineeships both within the EU (Erasmus) and outside it. These are traineeships related to teaching, staff week, job shadowing and more. For example, students are not allowed to stay at CEITEC BUT after graduation without at least two years of foreign experience. Mobility is paid for from various sources, from development projects to operational fund projects, research projects, etc. Furthermore, the mobility of RS / AS is part of the processes to improve the quality and internationalise the accreditation of a study programme. At BUT, mobility is not obligatory (it is not tied to habilitation or professorship procedures – as mandatory), it is not supported by national legislation. The absence of the Career Code, which should address this area, will be one of the points deal with in the Action Plan. The requirement to travel abroad or to participate in an</p>	<p>realisation was assessed rather negatively (large administrative burden on employees, need to use own resources at the beginning, necessary communication with the institution on the part of the employee, transport issues). It is based on the conditions of programmes for trips.</p>
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		<p>international project is part of the requirements imposed on doctoral students by study regulations. Mobility (of PhD students and employees through mobility programs) is registered centrally in the BUT IS (Apollo). At one of the faculties, they introduced the subject Professional Colloquium in English for greater integration of foreign doctoral students.</p> <p>The support of the International Relations Department is adequate within the information on the website. It would be appropriate to have basic information for BUT employees also in English.</p>	
30. Access to career advice	-/+	<p>Supporting university regulations and websites:</p> <p>BUT Rules of Lifelong Learning</p> <p>LLI BUT – Basic information in AJ (Lifelong Learning Institute)</p> <p>BUT Central Library</p> <p>Supporting national regulations:</p> <p>Innovation Strategy of the Czech Republic 2019–2030</p> <p>The Strategic Plan for the Scholarly, Scientific, Research, Development, Innovation, Artistic and Other Creative Activities of Higher Education Institutions for 2016-2020</p> <p>The strategic intent of the Ministry for the area of higher education for the period from 2021 / Not in English</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Centralization of the offer of courses, seminars, lifelong learning, professional events for BUT employees in the one website for the entire BUT. The original format for individual advertisers and education providers is also retained. 2. Introduce a training system for employees at various levels (project preparation, project management, financial project management, team leadership, etc.). 3. Organise seminars focused on the transfer of good experience (e.g. from abroad, but also from other research institutes in the Czech Republic). <p>Survey: The respondents would welcome professional seminars on current topics. The respondents stated that the offer of LLI BUT is large, but out-of-field.</p>

		<p>Strategy of internationalisation of higher education for the period from 2021 / Not in English</p> <p>Implementation plan for the Strategic Intent for the area of higher education for the year 2021 / Not in English</p> <p>Outline of investment activities plan for years 2021-2030 / Not in English</p> <p>Current Status and GAP:</p> <p>BUT's strategic intent has the need for education of employees in science as one of its priorities. Based on this, a concept of education of individual groups of employees at different stages of their careers will be created. The system of training and education is not systematic at BUT. The training offer is inconsistent and it is scattered across several portals. Doctoral students receive professional training regarding the R&D system. Support for research and development – FCE – Faculty of Civil Engineering. Furthermore, trips abroad are possible, both for classes, staff week or conferences, or as part of research teams. Support for new employees (especially in the R2 category) is provided mainly by research team leaders and responsible project developers.</p> <p>BUT will follow the documents issued by the MEYS “Strategic Intent of the Ministry for Higher Education for the Period from”; “Strategy for the Internationalisation of Higher Education for the Period from”; “Plan for the Implementation of the Strategic Intent for Higher</p>	
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		<p>Education”; and “Outline Plan of Higher Education Investment Activities for the years”.</p> <p>BUT has incorporated selected object from the Action Plan into its Strategic Intent. The objectives are divided into the period of implementation of the action plan – when BUT embedded the Personnel Strategy and Personnel Policy at the international level in its plan, and they are further divided according to the above Strategies until a certain year. Our objective is for BUT to be an open research organisation with the acquisition of researchers from abroad. The environment at BUT will be excellent for science and research together with the set Quality Management System and Evaluation System. All objectives and actions will be in line with the Charter and the Code for Researchers.</p>	
31. Intellectual Property Rights	++	<p>Supporting university regulations and websites:</p> <p>Directive - Commercialisation of science and research knowledge / Not in English</p> <p>BUT Code of Conduct</p> <p>Guideline - Management of intellectual property / Not in English</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Concept of training for new and existing employees and R1 / R2 in all areas of intellectual property protection (in connection with project calls and outputs: user model, patent, methodology). 2. Translation of guideline Management of intellectual property into English 3. Translation of other documents relating to intellectual property protection into English <p>Survey: Researchers and academics have stated that they are familiar with the issue of intellectual property</p>

		<p>In the area of intellectual property protection, BUT is governed by valid legal regulations of the Czech Republic and the BUT Code of Conduct. Furthermore, individual employees / researchers use the services of the TTD Technology Transfer Department – the area of intellectual property protection – industrial law, copyright – patent, utility model, industrial design, trademark. Each faculty / component parts has the opportunity to use a technology transfer manager. At BUT, there is an absence of professionally conducted training in the field of intellectual property.</p>	<p>protection. They would welcome professionally led training and competent support at their F/C.</p>
32. Co-authorship	+/-	<p>Supporting university regulations and websites:</p> <p>Directive - Commercialisation of science and research knowledge / Not in English</p> <p>Guideline - Management of intellectual property / Not in English</p> <p>BUT Code of Conduct</p> <p>Supporting national regulations:</p> <p>The Copyright Act (Act No. 121/2000 Coll.)</p> <p>Current Status and GAP:</p> <p>Co-authorship is taken as a constructive approach in the implementation of research and it is relatively often used, especially by beginning researchers in their professional</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Creation of CGRP methodology (Code of Good Research Practice) 2. Revision and creation of new updated Code of Conduct in accordance with the Charter and the Code 3. Translation of guideline Management of intellectual property into English 4. Translation of other documents relating to intellectual property protection into English <p>Survey: The questionnaire survey showed that 2/5 of R2 postdocs encountered violations of The Code of Conduct in connection with citation and attribution of authorship.</p>

		<p>growth. Recognition of co-authorship is stipulated in the Code of Conduct; BUT does not have more detailed rules for recognition of co-authorship. Co-authorship is handled individually and cannot be managed centrally, it always depends on specific conditions and persons / personalities. The parameter of co-authorship of publication outputs in the field of R&D is taken into account in the BUT IS, where the results are entered, not only with regard to the percentage, but also with regard to affiliation to a faculty / component part. Licence agreements for school works, especially in the case of final theses, which are created in cooperation with subjects of the application sphere, are addressed. School works are regulated by the Copyright Act (Act No. 121/2000 Coll.), as amended. In accordance with the above provision, BUT has the right to conclude a licence agreement for the use of a school work under normal conditions. Unless otherwise agreed, the author of a school work may use his or her work or grant a licence to the work to another person, provided that this does not conflict with the legitimate interests of the school.</p>	
33. Teaching	+/-	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>BUT Statute</p> <p>BUT Rules of Lifelong Learning</p> <p>LLI BUT – Basic information in English</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Proposal of solutions and possibilities for Complementary pedagogical studies with regard to the possibility of recognition of certificates outside BUT. 2. Centralization of the offer of courses, seminars, lifelong learning, professional events for BUT employees in the one website for the entire BUT. The original format for

		<p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>At BUT, there is no evaluation system with regard to career development, pedagogical development and other competencies. Some F/C carry out the evaluation themselves and use their internal systems to do so. Research is often given priority over educational activities due to the financial resources that flow from projects and research. In the case of a doctoral study programme, it is the duty of doctoral students to be involved in teaching, or consultations, or laboratory supervision. At BUT, there is the possibility of Complementary Pedagogical Studies for BUT teachers (doctoral students), but this education is not valid outside BUT (it is not accredited). Teaching is often delayed due to the need to fund science and costs. Research and outputs are prioritised. BUT employees also have the opportunity to study in an accredited three-semester Complementary Pedagogical Study programmed (Study of Pedagogical Sciences–Teacher of Vocational Subjects for Secondary Schools) - only in Czech, which is charged as a commercial course. Employees can apply for a 30% discount.</p>	<p>individual advertisers and education providers is also retained.</p> <p>Survey: Respondents pointed out the delay in the main activities of the university, as well as the small opportunity to study pedagogy.</p>
34. Complains/ appeals	+/-	<p>Supporting university regulations and websites:</p>	<p>Proposals: No action needed.</p> <p>Survey: The questionnaire survey showed that most respondents did not deal with this issue, nor do they know</p>

		<p>Guideline - Handling of complaints, notifications and complaints / Not in English</p> <p>Rector's guideline - Inspection activities at BUT/ Not in English</p> <p>Disciplinary rules for students, including PhD BUT</p> <p>Supporting national regulations:</p> <p>The Labour Code</p> <p>Act on equal treatment and on legal means of protection against discrimination and amending certain acts (the Anti-Discrimination Act) / Not in English</p> <p>Act on the Public Defender of Rights / Not in English</p> <p>Constitution of the Czech Republic</p> <p>Supporting international regulations:</p> <p>Charter of Fundamental Rights and Freedoms of the EU</p> <p>Current Status and GAP:</p> <p>In the event of a complaint, employees may contact the trade union, a manager – direct superior, the head of the Personnel Department, a dean of a faculty, a director of a component part or the rector (e.g. in the case of ethical matters). Issues of doctoral students are solved in accordance with the Disciplinary Rules for BUT Students. Complaints about the results of the habilitation procedure were handled in the past, among others, by the BUT</p>	<p>anyone like that. The open answers then showed that employees are concerned about non-transparency and their position with regard to the written submission of complaints.</p>
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		<p>Academic Senate, as were the complaints about the media appearances of the AS / RS. The handling of complaints is completely individual and depends on the nature of the complaint: they can be discussed by the management (dean, vice-deans, secretary) or also by the Academic Senate, incl. the Student Chamber, in case of a student's complaint. The position of an Ombudsman has not been established at BUT. Handling of complaints is not anonymous, which can be discouraging (it must always be in writing). Complaints occur at BUT only sporadically. Transparency of resolution and compliance with legal deadlines are complied with by a written complaint.</p>	
<p>35. Participation in decision-making bodies</p>	<p>+/-</p>	<p>Supporting university regulations and websites:</p> <p>The Statute of BUT</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>Academic staff (AS) are employees of a university who perform both pedagogical and scientific, research, development and innovation, artistic or other creative activities. There are only exceptional cases at BUT where a researcher (scientific worker) is an Academic researcher. An academic staff member may be elected and has the right to vote. He or she may be a member of the Academic Senate. A researcher may be a member of the Scientific Council, he or she may not vote and may not be elected to</p>	<p>Proposals: No action needed.</p> <p>Survey: In the questionnaire survey, the researchers commented on the impossibility of participating in the decision-making bodies at BUT.</p>

		<p>the AS. The conditions of participation are based on the Higher Education Act of the Czech Republic.</p> <p>Academic staff are those professors, associate professors (docent), extraordinary professors, professional assistants, assistants, lecturers and scientific, research and development workers who are employees of the university performing according to the agreed type of work both pedagogical and creative activities.</p> <p>A researcher (i.e. a scientific researcher, research worker) creatively applies scientific knowledge and techniques in research and development of new procedures and methods to ensure specific processes or new projects with different demands and complexities of production systems. He or she may also focus on innovating and improving existing methods and practices.</p>	
Training and Development			
36. Relation with supervisors	+/-	<p>Supporting university regulations and websites:</p> <p>Study and Examination Rules of BUT (PART THREE STUDIES IN DOCTORAL PROGRAMMES)</p> <p>Scholarship Rules of BUT (Article 5)</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p>	<p>Proposals:</p> <p>1. Concept of training for new and existing employees and R1 / R2 in all areas of intellectual property protection (in connection with project calls and outputs: user model, patent, methodology).</p> <p>2. Definition of conditions and rules for the R2 position</p> <p>Survey: In total, more than 3/4 of respondents from the ranks of RS and AS thought that more experienced RS and AS are sufficiently trying to build positive relationships</p>

		<p>The evaluation of a doctoral student and his/her study is anchored in the internal legislation of the given F/C. After consultation, doctoral students submit a study plan, and its fulfilment is approved by the field council. Doctoral students are part of scientific teams and projects. Doctoral students have set requirements about what they must complete each semester in order to advance to the next year. After meeting certain milestones, their scholarship increases. More comprehensive evaluation, including activities that go beyond the required study minimum, is provided by the supervision. It is the basis for the payment of special scholarships. Doctoral students are required to teach as lecturers – in laboratories. The student is obliged to complete an internship abroad at a foreign university or other professional workplace, such as a research institution in order to expand professional knowledge, process part of the dissertation and establish international cooperation in science, research and teaching. Scientific outputs in individual years are part of the individual study plan. Linking of researchers and PhD students is required and defined by university rules; Directive – Guidelines of the Student Grant Competition to Support Specific University Research Projects at BUT. Requirements and methods of doctoral study control are not published and checked in a uniform form at all F/C (students often do not have uniform support in preparation). Pedagogical education is not compulsory for doctoral students (R1). The position of R2 postdocs is not uniform at BUT. It is mainly based on the requirements of the division of positions according to the MEYS or other providers of projects and finance. Mentoring for new employees in the</p>	<p>with junior employees in order facilitate their effective development.</p>
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		R2 category is provided mainly by research team leaders and responsible project managers	
37. Supervision and managerial duties	+/-	<p>Supporting university regulations and websites:</p> <p>Study and Examination Rules of BUT (PART THREE STUDIES IN DOCTORAL PROGRAMMES)</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>The main roles and responsibilities of F/C managers include support, mentoring and supervision for students in R&D and for beginning R&D staff. The duties of the supervisor of the doctoral student and the subject council, which evaluates the course of study, are set out in the Study and Examination Regulation. The Study Regulation specifies the rules of study in study programmes accredited at BUT. The Regulation is based on the Act on higher education institutions and amending other acts, as well as on the Statute. The duties of the university and faculty managers result from the Higher Education Institutions Act and are further specified in the University Statute and the F/C Statutes. One of the roles of RS / AS is the role of supervisors of doctoral students, but also the role of coaches of gifted students at lower levels (bachelor's and master's), who have a deeper interest in research activities. Absence of a systemic approach to the education of managers in the field of human resources</p>	<p>Proposals:</p> <p>1. Creation of a concept and design of education of supervisors (mentors) / managers in managerial and pedagogical skills.</p> <p>Survey: 90% of respondents confirmed that new employees can turn to a more experienced colleague in connection with the performance of their duties and tasks, who will provide them with appropriate support.</p>

		<p>management and management and in the field of pedagogical skills. Incoming postdoctoral students have a clearly assigned supervisor (head of the workplace or a person authorised by the head). Managers do not have sufficient time to lead beginning researchers (especially postdoctoral students) or are not authorised to do so.</p>	
38. Continuing Professional Development	-/+	<p>Supporting university regulations and websites:</p> <p>BUT Rules of Lifelong Learning</p> <p>LLI BUT – Basic information in English</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>The development of staff at BUT is not uniform. Training offers are scattered across several different locations (F/C, library, etc.). The university lacks a Career Code in connection with the current Salary Rules, where education, in whatever form, would be anchored and supported. Evaluation systems are used differently at individual F/C, also according to the specificity of their focus. At BUT, it is possible to attend language and other courses offered by LLI BUT, or to use cost-effective APUA services – professional seminars for university employees. However, there is an absence of long-term professional and managerial courses, educational courses for teaching, etc. Personal development plans are not anchored at the</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Creation of a concept and design of education of supervisors (mentors) / managers in managerial and pedagogical skills. 2. Preparation of the concept of the Career Rules and the Evaluation System with a link to the existing Salary Rules 2021-2022. Implementation at BUT environment 2023-2025 3. Creating draft personal development plans for the most represented groups of employees. <p>Survey: 1/5 of the respondents disagreed with the statement that further education or other forms of professional development of university staff are supported.</p>

		<p>university. Each F/C has its own procedures and differences. The issue here is the effective use of creative leave so that it does not interfere with the operation of the workplace / project where the employee performs his or her activities.</p>	
<p>39. Access to research training and continuous development</p>	-/+	<p>Supporting university regulations and websites:</p> <p>BUT Rules of Lifelong Learning</p> <p>Supporting national regulations: --</p> <p>Current Status and GAP:</p> <p>BUT's Strategic Intent for the next period will support and initiate more intensive educational programmes for workers in science (especially beginning R1 and R2 workers). Educational events at BUT are offered non-systematically on several different portals / resources. They do not reflect the demand. Doctoral students (R1) have the opportunity to study in the Supplementary Pedagogical Studies for Teachers (doctoral students) – this is for 2 semesters, directly at BUT – or they may sign up for the one-week Course of Fundamentals of Scientific Work, organised by the CAS, always at the beginning of the academic year.</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Introduce compulsory courses in Scientific work focused on technical and scientific research for R1. 2. Creating a training concept not only for new employees. 3. Creation of a concept and design of education of supervisors (mentors) / managers in managerial and pedagogical skills. <p>Survey:</p> <p>Less than 1/3 of respondents thought that the university was not trying to acquire and retain talented, gifted or promising employees. In particular, the RS are of opinion, as it was stated by almost half of them. On the contrary, 4/5 of the TOS were of the opinion that the university was making effort in this direction.</p> <p>Overall, almost 1/5 of respondents disagreed with the statement that further education or other forms of professional development of university staff are supported.</p>

40. Supervision	+-	<p>Supporting university regulations and websites:</p> <p>BUT Code of Conduct</p> <p>Study and Examination Rules of BUT (PART THREE STUDIES IN DOCTORAL PROGRAMMES)</p> <p>The Scholarship Rules of BUT (Article 5)</p> <p>Supporting national regulations:</p> <p>The Higher Education Act No 111/1998</p> <p>Current Status and GAP:</p> <p>At BUT, the structure of the employee control system is set hierarchically differently in various F/C systems. The standard hierarchy is the rector – dean / director – head of the institute – the main researcher of the project / subject guarantor. Doctoral students are assigned a supervisor who leads the doctoral student (Mentor) and the supervision of the activities is controlled by the subject council for the given doctoral study programme. It is generally assumed that in addition to the actual control of annual plans, professional guidance (supervision) also takes place. At BUT, there is a structure of people whom a doctoral student can turn to (supervisor (mentor) – specialist supervisor – scientific department (administrative support) – vice-deans – handling of non-standard situations).</p> <p>For R2 postdoc positions, it is the head of the institute (superior) – the head of the research group (scientific</p>	<p>Proposals:</p> <ol style="list-style-type: none"> 1. Scientific work courses will be recommended for R1 as suitable for the beginning of the study. 2. Creating a concept of education to support career development of R1 and R2. (E.g. project preparation, project management, presentation skills, financial project management, team leadership, etc.) 3. Creating a training concept not only for new employees. 4. Creation of a concept and design of education of supervisors (mentors) / managers in managerial and pedagogical skills. 5. Centralization of the offer of courses, seminars, lifelong learning, professional events for BUT employees in the one website for the entire BUT. The original format for individual advertisers and education providers is also retained. <p>Survey: ad. 36Career</p>
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		<p>leadership) – the heads of projects (for the R2's given project) – the dean's office.</p> <p>At some faculties, there is a study advisor for doctoral studies.</p> <p>Example: At some universities / institutions, the advisors are themselves students of doctoral programs of higher years and they are the Mentors for beginning Ph.D. students.</p>	
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