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**HUMAN RESOURCES STRATEGY and
ACTION PLAN
based on
GAP ANALYSIS
and
OTM-R POLICY**

2025

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I. UNIVERSITY OF CRAIOVA INFORMATION

The University of Craiova, public institution of higher education and research, supports and guarantees the promotion of the principles provided by the European Charter for Researchers, as well as the provisions in force of the Code of Conduct for the Recruitment of Researchers¹ and Council Recommendation 98/561/EC on European cooperation in quality assurance in higher education.

In April 2025, the management of the University of Craiova signed the Declaration of Accession to the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. In this context, together with 756 signatory European organizations, the University of Craiova initiated a 5-stage process of implementation of the Charter and Code of Researchers under the guidance of the European Commission.

The third phase (June 2025) of the implementation process of the Charter and the Researcher's Code under the guidance of the European Commission consists of the design of the institutional policy on Open, **Transparent, and Merit-based Recruitment; OTM-R**) and is based on the results of the gap analysis carried out in June 2025.

At national level, the legal provisions on the recruitment of researchers are regulated by the provisions of Law no. 183/2024 on the status of research, development and innovation personnel published in the Official Gazette no. 546 of June 12, 2024.

At the institutional level, the recruitment of researchers and teaching staff is regulated by the own competition Methodology for filling vacant teaching and research positions at the University of Craiova².

The provisions and principles that underpin the own competition Methodology for the occupation of vacant teaching and research positions in the University of Craiova are provided for by the Higher Education Law no. 199/2023, with subsequent amendments and completions, GD no. 1339/2023 on the approval of the Framework Competition Methodology for the occupation of vacant teaching and research positions in higher education and of this methodology.

Other regulations and procedures adopted and implemented at institutional level are: Own methodology on the organization and conduct of the promotion exam in the teaching career at the University of Craiova (2024), the ³Internal Regulations of the University of Craiova⁴ and the Regulation on the respect of gender equality (2021)⁵.

¹ <https://www.ucv.ro/media/det.php?id=3050>.

² https://www.ucv.ro/pdf/invatamant/management/metodologii/2023/UCv-Metodologie-posturi_si_anexe.pdf.

³

https://www.ucv.ro/pdf/invatamant/management/metodologii/2024/noi/Metodologia_Promovare_cariera_UCV_11_07_24.pdf.

⁴ https://www.ucv.ro/pdf/invatamant/management/regulamente/2021/Regulament_intern_UCv.pdf.

⁵ https://www.ucv.ro/pdf/cercetare/organizare/legislatie_norme_proceduri/norme_proceduri/2021/Regulament_privind_egalitate_a-de_gen_UCV.pdf.

II. ACTIONS

No.	Proposed Action	Timing (in quarters)	Responsible Unit	Indicator(s) / Target(s)
0	1	2	3	4
I. ETHICAL AND PROFESSIONAL ASPECTS				
1	Developing, approving, and implementing a Guide to Good Practices on Research Responsibility and Accountability	Q4 2025 Q1 2026 Q2 2026 Q1 2027	Office of the Vice-Rector for Scientific Research and Relations with the Economic Environment	Developing Adoption of the guide Implementation Evaluation
2	Building on the foundational steps, we will also promote information campaigns regarding publication responsibility, rigorous, transparent, and honest use of research data, and correct and fair management of research resources	Continuous Q4 2026	Office of the Vice-Rector for International Relations and Academic Image	Responsibility and Accountability Dissemination of information campaigns
3	To further foster a culture of responsibility, another key initiative is promoting research responsibility based on institutional support, supervision, and mentoring	Q1 2027 Continuous	Specialized committees of the Senate University of Craiova (UCV) Ethics Committee Commission for Evaluation and Quality Assurance (CEAC-UCV)	Release and distribute the first version of the Good Research Responsibility Practice Manual. Improving the Good Research Responsibility Practice Manual
4	Plan and conduct regular information and training sessions for the academic community on research responsibility and accountability	Q2 2027 Continuous	Commission for Evaluation and Quality Assurance (CEAC-UCV) Hub INCESA Doctoral Schools UCV	The first training session. Agenda and No. of participants The next training sessions. Agenda and No. of participants
5	Organizing open access sessions on digitalization, research repositories, outputs, and public engagement	Q1 2026	Office of the Vice-Rector for Scientific Research and Relations with the	Design and deliver online modules and training sessions

		Q4 2026	Economic Environment Vice-Rector for Structural Funds and Digitalization Vice-Rector for Study Programs and Quality Assurance Department of Scientific Research and Program Management	for digital research skills. No. of participants. Develop a plan and host an open-access session on digitalization and public engagement. Agenda and No. of participants.
6	Organizing webinars on knowledge transfer in line with EU open science policy and ERA Policy Agenda 2022-2024	Q1 2026 Q2 2026	Vice-Rector for Study Programs and Quality Assurance Department of Scientific Research and Program Management Department of Publications and Media Department of Public Relations and Academic Image	Plans for organizing knowledge transfer webinars Launch and facilitate initial webinars on knowledge transfer in line with EU policy. Agenda and No. of participants.
II. RECRUITMENT AND SELECTION				
7	Developing an internal activity plan to promote inclusion and increase receptivity for recruitment and initiatives such as 'inclusive leadership' including: Internal audit of the internal regulations and methodologies of the UCV with the aim of updating them in accordance with national and European legislation.	Q2 2026 Q3 2026	Vice-Rector for Structural Funds and Digitalization UCV Faculties Center for Counseling and Guidance in research Career (CROC SVO) Doctoral Schools UCV Faculties UCV Hub INCESA UCV Legal Office DPO (Data Protection Officer) UCV	Update of internal practices and procedures regarding the legislative framework on anti-discrimination. Planning and organization of two training cycles, 'inclusion labs' including thematic workshops, periodic meetings, consultations with

	<p>Implementation of training workshops and awareness-raising events on social inclusion and non-discrimination organized in collaboration with faculties, institutionally recognized research centers and other institutional partners.</p> <p>Designing, coordinating, and delivering psycho-pedagogical training courses, professional conversion programs, workshops, and certification modules.</p> <p>Updated, reviewed and continuously monitoring of GDPR-compliant procedures for data protection and confidentiality.</p>	<p>Q2 2027</p> <p>Q3 2027 and then annually</p> <p>Q4 2027 and then annually</p>		<p>teachers and researchers on best practices in the field of social inclusion and non-discrimination</p> <p>Degree of participant experience and satisfaction monitored through regular feedback mechanisms, post-event surveys and qualitative feedback.</p> <p>Availability and regularity of psycho-pedagogical and professional development activities throughout the academic year. DPO annually monitoring reports (procedures and legal internal reports revised in all departments and institutional units). data protection.</p>
8	<p>Updating and revising internal regulations and procedures regarding non-linear career paths and judging merit in the recruitment and selection process of employees</p> <p>Analysis and selection of proposals for updating regulations and procedures by assimilating and integrating</p>	<p>Q3 2026</p> <p>Q4 2026</p>	<p>Specialized committees of the Senate University of Craiova (UCV)</p> <p>Ethics Committee</p> <p>Commission for Evaluation and Quality Assurance (CEAC-UCV)</p>	<p>Adoption of revised measures and norms and updating of merit assessment</p> <p>Adoption and launch of revised merit assessment procedures on non-linear career</p>

	<p>requirements related to the recognition of the non-linear path and interdisciplinary initiatives in accordance with the principles provided by the Code of Conduct for the Recruitment of Researchers.</p> <p>Analysis of the opportunity to introduce principles and standards adopted at the level of the European Union. In this regard, the University of Craiova aims to sign a declaration of intent to join the CoARA Agreement (Coalition for Advancing Research Assessment)’.</p>	Q3 2027	<p>Hub INCESA</p> <p>Doctoral Schools UCV</p> <p>UCV Legal Office</p>	<p>or interrupted professional paths, as well as the training and information of the selection committees on the updated regulations on the subject of diversity and variety in careers.</p> <p>Signing new institutional initiatives in line with the principles and regulatory framework of the European Union. Publication of a guide with the updated rules and measures on the UCV website.</p>
9	Development of an institutional handbook on best practices in selection procedures, including specific guidance for evaluating non-linear and interdisciplinary career paths.	<p>Q1 2026</p> <p>Q4 2026</p>	UCV Legal Office, CEAC, Doctoral Schools	<p>Handbook published and integrated into selection committee training.</p> <p>At least 80% of committees trained by end of 2026.</p>
10	Creating a training program for recruitment committees focused on diversity, equity, and transparent judging of merit.	<p>Q2 2026</p> <p>Annually</p>	Vice-Rector for Human Resources, CEAC	<p>Elaboration and implementation of the training program.</p> <p>Minimum two training cycles/year; positive feedback from 75%+ participants.</p>
11	Implementation of an institutional mechanism for recognizing the added value	Q3 2026	UCV Department of International Relations, CEAC	Launching the mechanism for recognizing the added value of

	of international mobility in recruitment and promotion.	Q2 2027		international mobility in recruitment and promotion. Updated evaluation grid includes mobility; over 50% of applicants declare mobility experience.
12	Launch of an institutional monitoring system for recruitment fairness and appeals handling.	Q2 2026 Annually	Ethics Committee, CEAC, Rectorate	Launching the monitoring system for recruitment fairness and appeals handling. Annual report on recruitment transparency and appeal resolution published.
III. WORKING CONDITIONS				
13	Develop an institutional plan to review and update internal recognition procedures for professional mobility experiences as a measure of professional merit. Analysis of the opportunity of including mobilities as a criterion in the evaluation sheet of the professional activity of teachers and researchers.	Q2 2026 Q3 2026 Continuous Q3 2027	Specialized committees of the Senate Office of the Vice-Rector for International Relations and Academic Image UCV Department of International Relations UCV Legal Office	Revise and adopt updated regulations and procedures for mobility recognition. Hold information sessions on mobility benefits and publish top mobility stories on the UCV website. Regularly update the application calendar for mobility opportunities. Create a CV guide for teachers and researchers, including a section on mobility

				experience and skills gained.
14	Transitioning to the next focus area, the institution will implement a centralized policy on flexible working arrangements for researchers.	Q1 2026 Q3 2026	Human Resources Department, Legal Office, Faculty Administrative Boards	Institutional regulation was adopted and communicated. No of communications. At least 70% of researchers are aware of the policy (survey).
15	Creating shared collaborative research spaces accessible to interdisciplinary teams across the faculties of the university.	Q2 2026 Q4 2026 and then annually	Infrastructure and Logistics Service, Deans' Offices, Research Center Coordinators	A minimum of three new shared spaces are now functional. ≥3 faculties involved. The satisfaction score is ≥8/10.
16	In addition, promoting staff well-being remains a priority through the launch of a psychosocial support program for researchers.	Q2 2026 Q1 2027 Annually	Center for Counseling and Guidance in research Career (CROC SVO), Psychology Faculty, DPPD	Minimum 4 webinars/year; Free counseling is an active service. Participation rate ≥100 persons/year.
17	Finally, to ensure inclusivity, the university commits to publishing the Gender Equality Monitoring Report annually and integrating it into institutional plans and strategy.	Q1 2026 and annually Q2 2026 and annually.	Research Department, CEAC, UCV Senate	The report is published annually on the website. Evaluation of the reports input will be included in annual university plans and strategy.
IV. TRAINING AND DEVELOPMENT				
18	Launching an integrated Researcher Career Development Platform (RCDP).	Q1 2026 Q4 2026 Continuous	Center for Counseling and Guidance in research Career (CROC SVO), CEAC, HR Department, Faculties' Research Coordinators	The platform is active. >200 researchers registered for the platform within the first 12 months of launch.

				Annual positive satisfaction survey $\geq 80\%$.
19	Establishing a certified training program in research project management and open science.	Q2 2026 – Q1 2027	DPPD, Department of Scientific Research, IT Services, CEAC	At least three distinct training cycles are conducted per year, with a total of at least 150 participants annually. Certification rate $\geq 90\%$.
20	Institutionalizing peer-mentoring networks across disciplines for early-career researchers.	Q3 2026 – Annually Q1 2027	Doctoral Schools, Hub INCESA, Department of Research and Mentoring	Minimum of 5 peer-mentoring groups established and maintained during the year. Annual peer-group activity reports submitted and reviewed for all active groups. Mentor-mentee evaluation $\geq 80\%$ satisfaction.
21	Launching the international training series in collaboration with European partner institutions.	Q1 2026 Q1 2027 Annually	Office for International Relations, CEAC, Erasmus+ Coordination, Partner Universities	Starting the preparation of the international training series. Launching the international training series. At least 5 joint events/year; mobility participation rate increase $\geq 25\%$; No. of training certificates issued.
22	Developing an institutional certification system for transversal research skills (e.g., academic writing, ethics, public engagement).	Q3 2026 Annually	DPPD, CEAC, Faculties' Research Councils, Public Communication Department	The certification framework is operational. At least 100 researchers are to be certified each

				year under the framework. Positive Feedback ≥80%.
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III. Integration of OTM-R principles in the Strategic Plan and Annual Operational Plan of the University of Craiova

The Strategic Plan of the University of Craiova (UCV) for the period 2020-2024 engages an integrated vision of the commitment to the economy, the labor market, innovation and entrepreneurship⁶.

The Strategic Plan engages fundamental objectives in the field of advanced scientific research, knowledge transfer, as well as in the field of initial and continuous training at higher level of specialists and teaching staff. At the same time, the document reflects the role of the personal development of the students, promoting the exchange of opinions, by promoting European values and international academic cooperation by interrelating three central axes of university education: research, innovation and education.

Thus, at the level of the objectives of the educational process, the University of Craiova supports and promotes the modernization, adaptation and flexibility of the educational process, reflecting the interdisciplinary character and the permanent updating of the academic development policy, as well as the optimization and development of new study programs.

The UCV Strategic Plan 2020-2024 operationalizes three objectives and directions of action as follows:

- (1) increasing the performance and visibility of the institution;
- (2) the generation of resources through research-development-innovation activities;
- (3) development of applied and technological research.

In this context, the Operational Plan for 2025 of the University of Craiova⁷ reflects the main objectives and firm commitment at institutional level regarding the openness, transparency and quality of the educational process.

The Operational Plan UCV for 2025 also reaffirms the commitment to specific objectives, directions and concrete actions, ensuring an objective decision-making process, transparency of selection criteria and transparent evaluation.

Thus, UCV reflects **the implementation of the OTM-R principles** both at the level of the Strategic Plan adopted periodically, but also in the Operational Plan published annually, promoting and supporting specific objectives and concrete directions such as:

⁶ https://www.ucv.ro/pdf/despre/strategie/Plan_Strategic_UCv_2020-2024.pdf

⁷ https://www.ucv.ro/pdf/despre/strategie/plan_operational_2025.pdf

- increasing the responsibility of teachers in terms of the educational act and research activity;
- stimulating and encouraging the participation of all teachers in research activities;
- development and improvement of teaching staff (doctoral and post-doctoral scholarship projects);
- developing institutional policies to support the participation of teachers in competitions for national and international grants;
- implementing a transparent policy for recruiting and promoting staff;
- digitization of recruitment processes by creating and promoting recruitment announcements on national and international academic platforms;
- organizing a mentoring program for new teachers;
- updating the list of functions according to the latest organizational charts for auxiliary; and research teaching staff and for non-teaching staff;
- identification of personnel with potential for promotion in professional grades and steps;
- supporting academic career development by organizing and conducting psycho-pedagogical courses, professional conversion, workshops and certification programs. These programs are intended to strengthen and develop psycho-pedagogical skills and continuous training of teaching and evaluation skills;
- generating resources through national and international research-development-innovation activities;
- promoting the civic and social involvement of researchers at the community level by organizing and encouraging social entrepreneurship initiatives and projects, promoting and participating in projects, programs and public-private partnerships, in the spirit of institutional commitment and responsibility towards society, community and social partners.

The implementation of these principles at the level of the University of Craiova is carried out in line with the values and policies of OTM-R, as part of the permanent monitoring of the recruitment and career policy.

IV. Integration of the principles of OTM-R in the directions and actions of human resources development at the level of the University of Craiova

The integration of the OTM-R principles in the vision and development projection of the University of Craiova aims both at legal and institutional compliance with national and European standards, but also at increasing academic performance, international visibility, as well as periodic adaptation with the recruitment, selection and retention procedures of teachers and researchers by:

1. Ensuring and consolidating the transparency of the decision-making process and implementing clear procedures and regulations for the selection, recruitment and

advancement of teaching staff and researchers through: own competition methodology for filling vacant teaching and research positions at the University of Craiova (2024)⁸

2. Updating the internal regulations and procedures regarding the organization and conduct of undergraduate and postgraduate study programs such as: Regulation on the organization and conduct of postgraduate study programs (2020);⁹
3. Updating the regulations and methodologies regarding the selection of foreign candidates (2022)¹⁰ by: Procedure for admission to studies and schooling of foreign citizen candidates in the academic year 2024-2025¹¹ and Methodology for the recognition of the doctoral degree and the title of doctor of science or in a professional field obtained abroad (2024);¹²
4. Revision and consolidation of the normative framework regarding academic mobility, non-linear professional path and/or variety of professional career paths of teaching and research staff through the Regulation on the organization of international mobilities at the University of Craiova¹³;

These commitments are assumed, supported and promoted by the University of Craiova and are aligned in accordance with the provisions and regulations provided by the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers, as well as by the European Commission's initiative "Human Resources Strategy for Researchers" (HRS4R).

V. Internal audit on OTM-R-related procedures already implemented

To implement the OTM-R principles and prepare for the "HR Excellence in Research" distinction, the University of Craiova (UCV) conducted an internal audit of the institutional policies, methodologies, and procedures that govern the recruitment, selection, and career development of academic and research staff. The audit focused on verifying the existence, coherence, and application of internal regulations related to OTM-R principles. The following documents and procedures were reviewed at University of Craiova:

- *Methodology for organizing competitions for filling teaching and research vacancies at University of Craiova* (revised 2024)¹⁴. This methodology operationalizes the OTM-R

⁸ https://www.ucv.ro/pdf/invatamant/management/metodologii/2024/metodologie_proprrie_de_concurs.pdf

⁹

https://www.ucv.ro/pdf/invatamant/management/regulamente/2020/Regulament_privind%20organizarea_si_desfasurarea_programei_postuniversitare_2019.pdf

¹⁰ https://www.ucv.ro/pdf/invatamant/management/metodologii/2022/CCF_002620.pdf

¹¹ https://www.ucv.ro/pdf/admitere/2024/romani_de_pretutindeni/procedura_cetateni_straini_2024_2025.pdf

¹² https://www.ucv.ro/pdf/invatamant/management/metodologii/2024/Metodologie_privind_recunoastere_diploma_doctor_si_titlu_doctor_strainatate.pdf

¹³ https://www.ucv.ro/pdf/invatamant/management/regulamente/Regulamente%20structuri%20UCv/2016_nov/Regulament_mo_bilitati_internationale_UCv.pdf

¹⁴ https://www.ucv.ro/pdf/invatamant/management/metodologii/2023/UCv-Metodologie-posturi_si_anexe.pdf

policy by ensuring that recruitment processes are open, transparent, and merit-based in accordance with European standards.

- *Institutional methodology on promotion in the academic career* (2024) - complements the OTM-R policy by reinforcing merit-based advancement, using transparent criteria and performance indicators aligned with national and European research standards.
- *Procedure for Admission to Studies and Enrolment of Foreign Citizens and Romanians from Abroad for the 2025–2026 Academic Year* (2025)¹⁵. This Methodology supports the OTM-R policy by promoting openness and internationalization, ensuring equal access and non-discriminatory procedures for candidates from abroad.
- *Methodology for the recognition of doctoral titles obtained abroad* (2024)¹⁶; The Methodology can also be accessed through the *Single Electronic Contact Point*¹⁷
- *Regulations on organizing doctoral and postdoctoral programs* (2024)¹⁸. These regulations reinforce the OTM-R policy by ensuring that access to and progression within research training is governed by transparent, merit-based, and quality-assured procedures in line with European standards.
- *Regulation on gender equality* (2021)¹⁹, with a revised form, elaborated in 2024 (draft);
- *Collective labor contract*²⁰ (valid for 2023-2025) and the *Additional Act from 2024*²¹
- *Institutional code of ethics and professional deontology* (2024)²², a document that underpins the OTM-R policy by ensuring integrity, fairness, and ethical conduct throughout the recruitment, selection, and career development processes for researchers.
- *Institutional Quality Assurance Code*²³.

VI. OTM-R Policy Objectives at the University of Craiova

Aligned with the university's strategic development plan, the University of Craiova has formulated the following objectives within its OTM-R policy:

1. Ensure transparency and clarity in the recruitment and selection process for all academic and research positions;
2. Promote equal opportunities and gender balance in all recruitment stages and ensure fair representation in selection committees;
3. Strengthen institutional instruments for candidate evaluation, focusing on scientific performance, innovation capacity, and international experience;
4. Support the professional development and mobility of academic staff through dedicated training, mentoring, and international cooperation;

¹⁵ https://www.ucv.ro/pdf/admitere/2025/romani_de_pretutindeni/Procedura_admitere_straini_2025.pdf

¹⁶ https://www.ucv.ro/pdf/invatamant/management/metodologii/2024/Metodologie_privind_recunoastere_diploma_doctor_si_titu_dinator_strainatate.pdf

¹⁷ <https://edirect.e-guvernare.ro/Admin/Proceduri/ProceduraVizualizare.aspx?IdInregistrare=950754&IdOperatiune=2>

¹⁸ https://efs.ucv.ro/pdf/studii_doctorale/Regulamentul_organizare_programe_studii_doctorat_postdoctorat.pdf

¹⁹ https://www.ucv.ro/pdf/cercetare/organizare/legislatie_norme_proceduri/norme_proceduri/2021/Regulament_privind_egalitate-de_gen_UCV.pdf

²⁰ https://www.ucv.ro/pdf/despre/structura/CCM_UCV_2023.pdf

²¹ https://www.ucv.ro/pdf/despre/structura/act_aditional_CCM_2024_site-1.pdf

²² https://www.ucv.ro/pdf/invatamant/management/regulamente/2024/Cod_etica_si_deontologie_univ_2024_anexa.pdf

²³ <https://www.ucv.ro/pdf/invatamant/management/cod.pdf>

5. Consolidate quality control mechanisms for recruitment processes, including regular review and update of methodologies, procedures, and tools;
6. Foster a culture of merit and performance by using consistent evaluation criteria based on national and European standards (CNACTDU);
7. Creation and implementation of a framework of strategic support initiatives dedicated to early-career researchers at the University of Craiova. The framework of initiatives aims to align and implement European practices and promote and support early academic careers.

The objectives of the new initiative are to:

- a. establishing a predictable framework for support and financial sustainability of early-career researchers and administrative assistance
 - b. facilitating the mobility and access of early-career researchers to European and international initiatives, working groups and research networks;
 - c. expanding the opportunities for scientific and academic collaboration by facilitating access to and participation in international mobility internships, research projects, scientific conferences in the field of training;
 - d. strengthening institutional support, counseling and specialized support for the development of the academic and professional career of researchers.
8. Increase the visibility of job vacancies by systematically posting on EURAXESS and other relevant platforms²⁴;
 9. Provide full assistance to candidates during the application and selection process, including access to clear guidelines and the opportunity to submit appeals;
 10. Launching, integrating and implementing a mentoring program aimed at promoting and developing project initiatives aimed at the continuous training of researchers and capitalizing on interdisciplinary cooperation and expertise.
 11. Alignment with the principles of CoARA (Coalition for Advancing Research Assessment) and strengthening the institutional commitment to quality and diversity in scientific activity, evaluation centered on the recognition of diverse professional trajectories based on transparency and accountability, cooperation and collective learning, progressive monitoring and evaluation.

This institutional approach provides for the adhesion to CoARA and the integration and implementation of the principles of academic excellence by recognizing diverse professional profiles and guaranteeing a fair selection.

VII. Transparency and Openness. Current Practices and Future Directions at University of Craiova

The University of Craiova is firmly committed to ensuring transparency and openness throughout all stages of academic and research recruitment. In line with the OTM-R principles

²⁴ See <https://euraxess.ec.europa.eu/search?keys=university+of+craiova>

and the institutional strategic directions, UCV has already implemented a series of measures and is committed to strengthening them further:

1. Visibility of vacancies through multiple channels

University of Craiova regularly publishes academic and research positions on the university's official website, in the Official Gazette (Part III), on the national portal of the Ministry of Education (<https://posturi.gov.ro>), and on the **EURAXESS** platform²⁵. Moving forward, the university plans to consolidate a partnership with international academic job boards (e.g., ResearchGate, LinkedIn Academic Jobs) and automate dissemination via RSS feeds and institutional social media accounts to maximize reach

2. Public access to evaluation criteria and job descriptions

All job announcements published by University of Craiova include standardized and detailed information regarding the duties, requirements, minimum and specific criteria (as per CNATDCU standards), and evaluation methodology²⁶. Thus, the official university website (www.ucv.ro) dedicates a *permanent section to open academic and research positions*, accessible via the main navigation menu ("Posturi vacante / Concursuri"). This section provides:

- *Downloadable job descriptions* for each position, clearly stating the discipline, department, teaching load, research expectations, and student supervision responsibilities;
- A breakdown of *eligibility conditions and documentation required*, including models for CV, list of works, declaration of authenticity, and letters of recommendation;
- *Calendar of the selection process*, with explicit deadlines for application submission, file validation, interview dates, and result publication;
- Clear indication of the *composition of selection committees*, based on transparency and conflict-of-interest prevention rules.
- Links to the *institutional methodologies* regulating the competition process (including appeals procedure).
- *Evaluation grid* or matrix where available, aligned with CNATDCU's minimum standards and UCV's internal performance criteria;
- Announcements and updates also published in *Romania's Official Gazette, Part III*, as legally required;
- *Exact date, time, and location* of all contest stages (e.g., teaching demonstration, interview);
- *List of registered candidates*, per position;
- *Candidate files* (as permitted by GDPR): *curriculum vitae*, *verification checklist*;
- *Partial results* following each evaluation stage (published with transparency);
- *Final results*, including the decision of the selection committee and validation by institutional authorities.

²⁵ See <https://euraxess.ec.europa.eu/search?keys=university+of+craiova>

²⁶ https://www.ucv.ro/invatamant/educatie/concursuri_posturi/concursuri_in_derulare.php

- Since 2024, an increasing number of positions have also been made visible on EURAXESS, with direct links embedded in the competition announcement.

3. Support mechanisms for candidates

The Department of Human Resources offers direct support during the application process. Additionally, all job announcements include clearly stated contact details for procedural clarifications and technical support. University of Craiova plans to further strengthen this support by launching a dedicated *online applicant assistance section*, featuring frequently asked questions (FAQs), application tutorials, downloadable templates, and a live helpdesk system during peak recruitment periods. Moreover, applicants will be able to submit questions or requests for clarification through *a structured online form*, ensuring traceability and timely feedback throughout the process.

4. Transparent feedback and appeal procedures

University of Craiova has already adopted a formal appeals mechanism, included in the recruitment methodology (Section VI)²⁷. All candidates are informed in writing of the competition outcome and have the right to request detailed feedback. An independent Appeals Committee, distinct from the Selection Committee, is established for each competition where complaints arise. The university plans to introduce *standardized feedback templates*, in order to ensure predictability and fairness. This mechanism ensures institutional accountability, procedural fairness, and the right of candidates to challenge possible irregularities in a structured and timely manner.

5. Recognition, promotion and valorization of good practices in research activity

In the evaluation and selection process, ethical standards will be guaranteed and respected, scientific and academic interdisciplinary or knowledge transfer activities and contributions will be valued, as well as measures for the protection of copyright and intellectual property in accordance with European Union legislation.

In this context, the applied expertise of the researchers and the respect for intellectual property reflect rigorous evaluation and selection criteria based on the principles assumed by the University, such as integrity, responsibility and transparency.

6. Data protection and data confidentiality during the selection and recruitment process

Starting with 2020, the University of Craiova applies, complies with and guarantees the regulations provided by the General Data Protection Regulation (GDPR) in all stages provided for by the recruitment and selection process, ensuring the anonymization of sensitive data and information in accordance with the rules and procedures adopted in the field for the

²⁷ https://www.ucv.ro/pdf/invatamant/management/metodologii/2024/metodologie_proprie_de_concurs.pdf

anonymization of personal or public information in accordance with the GDPR codes introduced starting with 2020.

VIII. Merit-based selection

The selection of candidates at University of Craiova is conducted solely on the basis of merit, in accordance with national standards and institutional methodologies. Specific measures include:

- *Evaluation criteria* used in competitions are predefined and published in the official announcement. The evaluation grids are aligned with the *national minimal standards set by CNATDCU* and are further refined to reflect the specifics of the field (teaching performance, scientific productivity, involvement in research projects, international visibility, etc.). Evaluation sheets are made available to all committee members and are annexed to each candidate's file.
- *Standardized evaluation grids* have been introduced, specific to each domain of competition (e.g., teaching, research, innovation, project coordination), allowing for transparent, point-based assessments across all candidates.
- All members of the selection committees are appointed formally by *Senate decision* and are bound by the institutional *Code of Ethics and Professional Deontology*, which includes provisions on avoiding conflicts of interest and ensuring equal treatment.

IX. Monitoring and Implementation of the OTM-R Policy

The University of Craiova ensures the proper implementation and continuous improvement of the OTM-R policy through a robust monitoring system coordinated by the Institutional Quality Assurance Commission and the Human Resources Department. Key components of the monitoring framework include:

- Annual review of compliance with OTM-R principles based on quality indicators (e.g., gender representation in committees, number of foreign applicants, success rate per R level);
- Candidate satisfaction surveys and feedback mechanisms integrated into recruitment cycles;
- Implementation of a digital platform for tracking recruitment stages and processing applications transparently;
- Periodic update of institutional regulations based on the results of internal evaluations and European best practices.