

Improvement Areas to tackle in the ACTION PLAN – PRIORIZATION

Critical factors: Capacity to tackle the action and control its implementation (y/n)

Contrast factors: Impact on strategy, impact on C&C principles and Impact on researchers (analysis of the survey) (1 to 5)

First implementation phase: Actions coming to combined contrast above 10

	Improvement Area - Action Required according to Gap Analysis	CRITICAL FACTORS		CONTRAST FACTORS			Critical (Y/N)	Contrast (Σ)	Overall (Critical + > 10)
		Capacity	Control	Impact on Strategy (Institutional Strategy Plan)	Impact on C&C principles	Impact on researchers (survey)			
1	Code of Good Practices for Research, including all the provisions arisen during the Gap Analysis (Principles: 1, 5, 8, 31, 32)	Y	Y	5	5	5	Y	15	YES
2	Creation and implementation of a general Welcome Services for new Researchers and Professors (Principles: 12, 23, 24)	Y	Y	5	4	5	Y	14	YES
3	Improve the dissemination to UPNA community about the activities carried out by UCC and the service they give to researchers (Principles: 6, 8, 9)	Y	Y	5	3	4	Y	12	YES
4	Training actions and sessions focused on PhD supervisors (Principles: 30, 37)	Y	Y	4	4	4	Y	12	YES
5	Establishment of evaluation systems for excellent researchers (Principles: 11)	Y	Y	3	4	4	Y	11	YES
6	Development of a new regulation for the recruitment of researchers (Principles: 12, 13, 14, 15, 25)	Y	Y	4	5	2	Y	11	YES
7	Yearly introductory and welcome conferences for R1s (Principle 36):	Y	Y	4	4	3	Y	11	YES
8	Change of the requirements for being thesis supervisor (Principles: 40)	Y	Y	3	3	5	Y	11	YES
9	Organization and participation in more events and activities of science with and for society (Principles: 8, 9)	Y	Y	5	3	2	Y	10	YES

10	Establishment of mediation and conflict resolution protocols for R1s with supervisors (Principles: 34, 36, 40)	Y	Y	2	4	4	Y	10	YES
11	Establishment of annual list and calendar of internal calls for R1s (Principle 38)	Y	Y	3	3	4	Y	10	YES
12	Training and dissemination sessions in Research Institutes (Principle 38)	Y	Y	4	2	4	Y	10	YES
13	Development of a study about work placement and employability of PhDs (Principles 33, 39)	Y	Y	3	3	3	Y	9	NO
14	Make more accessible and visible to researchers all the information about health and safety (Principles: 7)	Y	Y	2	3	2	Y	7	NO
15	Explore the range and scope of the given IT backup service and make it more accessible to researchers (Principles: 7)	Y/N	Y	2	3	2	Y	7	NO
16	Improve the visibility of the Ethics Committee procedures (Principles: 1, 2, 3, 4)	Y	Y	2	3	1	Y	6	NO

PRIORITIZED ACTION PLAN

	Title Action	Principles	Timing	Responsible Unit		Indicator
	Improvement Area - Action Required according to Gap Analysis			Responsible	Participants	
1	Code of Best Practices for Research, including all the provisions arisen during the Gap Analysis	1, 2, 3, 5, 8, 13, 14, 15, 16, 31, 32, 34	March 2018	Vicerrectorate for Research	Vicerrectorate for Research, Research Service, Human Resources Service, Research Committee, Doctoral School	Board of Government endorsement for new code
2	Creation and implementation of a general Welcome Services for new Researchers and Professors	12, 13, 23, 24, 36	March 2018	General Management	General Management, Vicerrectorate for Research, Vicerrectorate for Teaching Staff, Human Resources Service, Research Service, Doctoral School of Navarra	Implementation of the new Welcome Services. Feedback from new Researchers and Professors
3	Improve the dissemination to UPNA community about the activities carried out by UCC and the service they give to researchers	6, 8, 9	Continuous	Unit for Scientific Culture	Unit for Scientific Culture, Unit for knowledge dissemination	Continuous monitoring of the effect: number of both activities and researchers making use of the service. Positive evaluations from researchers.
4	Training actions and sessions focused on PhD supervisors	30, 37	Continuous	Doctoral School of Navarra	Doctoral School of Navarra	Number of offered courses and training actions (Min. 4 per year)

5	Establishment of evaluation systems for excellent researchers	11	December 2017	Vicerrectorate for Research	Vicerrectorate for Research, Research Committee, Board of Governors	University Social Council endorsement for the new evaluation system
6	Development of a new regulation for the recruitment of researchers	12, 13, 14, 15, 25	June 2017	Vicerrectorate for Research	Vicerrectorate for Research, Vicerrectorate for Teaching Staff, Research Committee, Human Resources Service	Board of Government endorsement for new regulation
7	Yearly introductory and welcome conferences for R1s	36	September 2017	Doctoral School of Navarra	Doctoral School of Navarra	Realisation of the Welcome Conferences (2 per year). Positive evaluations from R1
8	Change of the requirements for being thesis supervisor	40	September 2018	Doctoral School of Navarra	Doctoral School of Navarra, Vicerrectorate for Research	Board of Government endorsement for the new requirements
9	Organization and participation in more events and activities of science with and for society	8, 9	Continuous	Unit for knowledge dissemination	Unit for knowledge dissemination	Continuous monitoring of effect: number of events and people participating in them. Positive evaluations from researchers
10	Establishment of mediation and conflict resolution protocols for R1s with supervisors	34, 36, 40	June 2018	Doctoral School of Navarra	Doctoral School of Navarra	Board of Government endorsement for the new protocol. Reduction in the number of conflicts between R1s and supervisors

11	Establishment of annual list and calendar of internal calls for R1s	38	September 2017	Doctoral School of Navarra	Doctoral School of Navarra, Research Service	Continuous monitoring of effect: number of positive evaluations from R1
12	Training and dissemination sessions in Research Institutes	38	Continuous	Research Institutes	Research Institutes, Vicerrectorate for Research	Sessions on offer per year per Research Institute (Min. 2)
13	Development of a study about work placement and employability of PhDs	33, 38	Not carried out in this period			
14	Make more accesible and visible to researchers all the information about health and safety	7	Not carried out in this period			
15	Explore the range and scope of the given IT backup service and make it more accessible to researchers	7	Not carried out in this period			
16	Improve the visibility of the Ethics Committee procedures	1, 2, 3, 4	Not carried out in this period			