# Steering Committee & Working Group

As part of the Human Resources Strategy for Researchers (HRS4R), the University of Foggia establishes the Steering Committee and the working teams detailed below.

## STEERING COMMITTEE

The Steering Committee plays a crucial role in overseeing the implementation of the strategy, providing guidance, and ensuring alignment with the European Charter for Researchers and the Code of Conduct (C&C). It is essentially a group of high-level stakeholders responsible for making key decisions and providing strategic direction for the project.
The Steering Committee performs the following functions:
• **Supervising the HRS4R process**. It monitors the overall implementation of the HRS4R strategy, ensuring its alignment with the Charter & Code (C&C);
• **Providing guidance and directives**. It offers strategic advice and support to working groups and other stakeholders involved in the implementation process;
• **Making key decisions**. It takes decisions on critical matters related to the implementation of the strategy, such as the approval of the HR Action Plan and the list of indicators and actions for the OTM-R policy.
• **Ensuring alignment with strategic plans**. It regularly reviews progress and identifies areas for improvement, ensuring that the HRS4R project remains aligned with the overarching strategic objectives outlined in the University's Strategic Plan and in the Departmental Strategic Plans;
• **Reporting to governing bodies**. It informs the University's governing bodies (Academic Board, Board of Directors) and the internal University body for HRS4R about the progress of the HRS4R project and any particularly significant issues.

**Composition of the Steering Committee:**

- Rector
- Deputy Rector
- University Director General
- Rector's Delegate for HR Strategy
- Rector's Delegate for Personnel
- Rector's Delegate for Research
- Rector's Delegate for Public Engagement
- Rector's Delegate for International Relations
- Rector's Delegate for PhD Programs
- Rector's Delegate for the Library System
- Rector's Delegate for Gender and Inclusion Policies
- Rector's Delegate for University Strategic Planning
- Scientific Director of the Faculty Development Section of the Teaching Training Center
- Head of the Directorate for Research, Advanced Training, Internationalization, and Public Engagement
- Head of the Directorate for Strategic Management, Teaching, and Student Services
- President of the Quality Assurance Committee

## ➢ N. 5 TECHNICAL WORKING GROUPS

The Technical Working Groups (TWGs), composed of academic, research, and technical-administrative staff, collaborate in implementing the actions related to the HR Strategy and prepare the required documentation. They serve an operational function and are organized into five groups: four dedicated to each of the macro-areas corresponding to the principles of the European Charter for Researchers, and one focused on actions related to the principles of the Code of Conduct for the Recruitment of Researchers (OTM-R).

The TWGs perform the following functions:
- Planning and coordination. They plan operational activities for the implementation of the HRS4R strategy, ensuring that all phases are carried out effectively;
- Monitoring and evaluation. They monitor the progress made in implementing the strategy through the assessment of the effectiveness of the measures adopted and the contribution of any necessary adjustments;
- Engaging stakeholders. They contact the people involved to ensure that their needs and opinions are taken into account;
- Training and raising awareness. They organise training activities and awareness campaigns to inform the academic community about the principles and practices of the HRS4R strategy;
- Supporting Policy Development. They contribute to creating and implementing policies with the purpose of improving the working environment for researchers, in line with the principles of the Charter and Code (C&C);
- Reporting. They draft periodic reports on progress and results achieved, to be presented to the governing bodies and other internal and external stakeholders.

### 1. Technical Working Group on Ethics and Professional Aspects:

1. Director of the Division of Strategic Management, Education and Student Services
2. Rector's Delegate for HR Strategy
3. Rector's Delegate for Gender and Inclusion Policies
4. Head of the Division of Transparency, Anti-Corruption and Training
5. Representative of the Division of Legal Affairs
6. Data Protection Officer
7. Chair of the Committee for Equal Opportunities, Wellbeing at Work, and Anti-Discrimination
8. Head of the Division of General Affairs
9. Head of the Research and Project Management Service
10. Head of the HR Strategy Unit
11. Head of the Public Engagement
12. Delegate/Representative of the Delegates for the Public Engagement in the Area of Medical Sciences
13. Delegate/Representative of the Delegates for the Public Engagement in the Area of Agricultural Sciences
14. Delegate/Representative of the Delegates for the Public Engagement in the Area of Economics
15. Delegate/Representative of the Delegates for the Public Engagement in the Area of Legal Studies
16. Delegate/Representative of the Delegates for the Public Engagement in the Area of Humanities
17. Head of the Division of the Library System
18. Head of the Division of Communications (Web, social media, and web design administrative staff)
19. Web Radio Coordinator
20. Representative of R1 Researchers
21. Representative of R2 Researchers
22. Representative of R3 Researchers
23. Representative of R4 Researchers

## 2. Working Group on Recruitment and Selection Processes

1. Rector's Delegate for Personnel
2. Head of the Academic Staff and Social Security Division
3. Rector's Delegate for HR Strategy
4. Head of the HR Strategy Unit
5. Rector's Delegate for Doctoral Programs
6. Rector's Delegate for Research
7. Head of the PhD Programs, Scholarships, Contracts, and Research Grants Service
8. Director of the Division of Research, Advanced Training, Internationalization and Public Engagement
9. Head of the Division of International Relations–Erasmus
10. Representative of R1 Researchers
11. Representative of R2 Researchers
12. Representative of R3 Researchers
13. Representative of R4 Researchers
14. Director of the Division of Strategic Management, Education and Student Services

## 3. Working Group on Working Conditions and Social Security

1. Rector's Delegate for Gender and Inclusion Policies
2. Chair of the Committee for Equal Opportunities, Wellbeing at Work, and Anti-Discrimination
3. Rector's Delegate for HR Strategy
4. Rector's Delegate for Technology Transfer and Patents
5. Rector's Delegate for the Grant Office
6. Head of the HR Strategy Unit
7. Delegate/Representative of the Delegates for Research in the Medical Sciences Area
8. Delegate/Representative of the Delegates for Research in the Agricultural Sciences Area
9. Delegate/Representative of the Delegates for Research in the Economics Area
10. Delegate/Representative of the Delegates for Research in the Legal Studies Area
11. Delegate/Representative of the Delegates for Research in the Humanities Area
12. Representative of R1 Researchers
13. Representative of R2 Researchers
14. Representative of R3 Researchers
15. Representative of R4 Researchers
16. Rector's Delegate for Doctoral Programs
17. Head of PhD Programs, Scholarships, Contracts, and Research Grants Service

## 4. Working group on career advancement and training

1. Head of the Transparency, Anti-Corruption, and Training Area;

2. Rector’s delegate for the HR Strategy
3. Head of the HR Strategy Unit
4. Scientific Director of the Faculty Development Section of the Teaching Training Center and Lifelong Learning Center
5. Director of the University Language Center
6. Rector's Delegate for the Library System
7. Representative of R1 Researchers
8. Representative of R2 Researchers
9. Representative of R3 Researchers
10. Representative of R4 Researchers

**5. Working group for the drafting and updating of the Open, Transparent, Merit-Based Recruitment Checklist**

1. Head of the Evaluation Quality Assurance and Learning Services
2. Rector’s Delegate for HR Strategy
3. Director of the Division of Strategic Management, Education and Student Services
4. Director of the Division of Research, Advanced Training, Internationalization, and Public Engagement
5. Head of the Academic Staff and Social Security Division
6. Head of the HR Strategy Unit
7. Head of the University Press Office, Communication and University Events Service
8. Head of the Transparency, Anti-Corruption, and Training Area
9. Head of PhD Programs, Scholarships, Contracts, and Research Grants Service

1. **Focus Group R1** First Stage Researchers (PhD students, medical residents, and researchers without a PhD degree)

| Department | Position | Surname | Name | Gender (F/M) |
|---|---|---|---|---|
| DEPARTMENT OF HUMANITIES | | | | |
| DEPARTMENT OF LAW | | | | |
| DEPARTMENT OF ECONOMICS | | | | |
| DEPARTMENT OF SOCIAL SCIENCES | | | | |
| DEPARTMENT OF ECONOMICS AND MANAGEMENT | | | | |
| DEPARTMENT OF AGRICULTURAL AND FOOD SCIENCES, NATURAL RESOURCES AND ENGINEERING | | | | |
| DEPARTMENT OF CLINICAL AND EXPERIMENTAL MEDICINE | | | | |
| DEPARTMENT OF MEDICAL AND SURGICAL SCIENCES | | | | |

2. **Focus Group R2** Recognised Researcher (researchers with a PhD degree, researchers with a fixed term contract, tenure track researchers, researchers with a permanent contract)

| Department | Position | Surname | Name | Gender (F/M) |
|---|---|---|---|---|
| DEPARTMENT OF HUMANITIES | | | | |
| DEPARTMENT OF LAW | | | | |
| DEPARTMENT OF ECONOMICS | | | | |
| DEPARTMENT OF SOCIAL SCIENCES | | | | |
| DEPARTMENT OF ECONOMICS AND MANAGEMENT | | | | |
| DEPARTMENT OF AGRICULTURAL AND FOOD SCIENCES, NATURAL RESOURCES AND ENGINEERING | | | | |
| DEPARTMENT OF CLINICAL AND EXPERIMENTAL MEDICINE | | | | |
| DEPARTMENT OF MEDICAL AND SURGICAL SCIENCES | | | | |

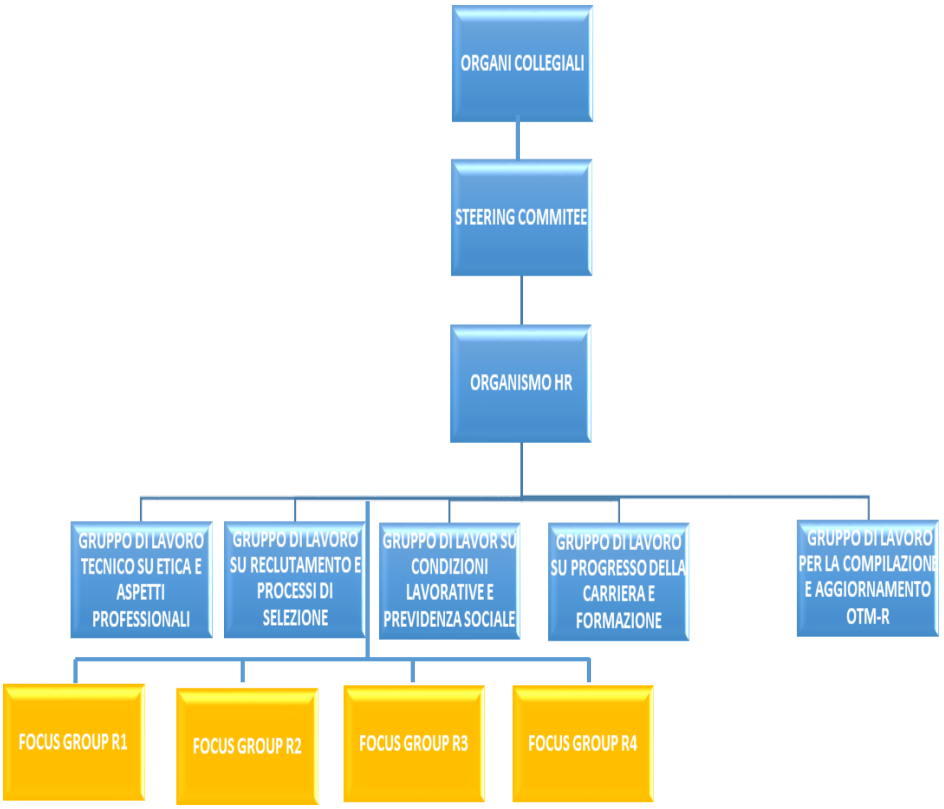
3. **Focus Group R3** - Established Researcher (Associate Professors)

| Department | Position | Surname | Name | Gender (F/M) |
|---|---|---|---|---|
| DEPARTMENT OF HUMANITIES | | | | |
| DEPARTMENT OF LAW | | | | |
| DEPARTMENT OF ECONOMICS | | | | |
| DEPARTMENT OF SOCIAL SCIENCES | | | | |
| DEPARTMENT OF ECONOMICS AND MANAGEMENT | | | | |
| DEPARTMENT OF AGRICULTURAL AND FOOD SCIENCES, NATURAL RESOURCES AND ENGINEERING | | | | |
| DEPARTMENT OF CLINICAL AND EXPERIMENTAL MEDICINE | | | | |

| | | | | |
|---|---|---|---|---|
| DEPARTMENT OF MEDICAL AND SURGICAL SCIENCES | | | | |

4. **Focus Group R4** - Leading Researcher (Full professors)

| Department | Position | Surname | Name | Gender (F/M) |
|---|---|---|---|---|
| DEPARTMENT OF HUMANITIES | | | | |
| DEPARTMENT OF LAW | | | | |
| DEPARTMENT OF ECONOMICS | | | | |
| DEPARTMENT OF SOCIAL SCIENCES | | | | |
| DEPARTMENT OF ECONOMICS AND MANAGEMENT | | | | |
| DEPARTMENT OF AGRICULTURAL AND FOOD SCIENCES, NATURAL RESOURCES AND ENGINEERING | | | | |
| DEPARTMENT OF CLINICAL AND EXPERIMENTAL MEDICINE | | | | |
| DEPARTMENT OF MEDICAL AND SURGICAL SCIENCES | | | | |




COLLEGIAL BODIES

STEERING COMMITTEE

HR ORGANISATION

TECHNICAL WORKING GROUP ON ETHICS AND PROFESSIONAL ASPECTS

WORKING GROUP ON RECRUITMENT AND SELECTION PROCESSES

WORKING GROUP ON WORKING CONDITIONS AND SOCIAL SECURITY

WORKING GROUP ON CAREER ADVANCEMENT AND TRAINING

WORKING GROUP FOR THE DRAFTING AND UPDATING OF THE OPEN, TRANSPARENT, MERIT-BASED RECRUITMENT CHECKLIST

FOCUS GROUP R1 – FOCUS GROUP R2 – FOCUS GROUP R3 – FOCUS GROUP R4