

New Regulations for the Hiring of Research Personnel

APPROVAL DATE: 03/24/2021
COMPETENT BODY: Governing Council

UNIVERSITAS
Miguel Hernández

Plan Básico de Formación de Investigadores

Institutional context

- The UMH has obtained from the European Commission the Seal of Excellence in Human Resources for Research (HR Excellence in Research) whose objective is to promote and improve hiring, working conditions and the research career, as well as contribute to the development of the European Space research.
- In the third year of sending the membership letter, the UMH carries out an internal analysis to evaluate compliance with its Action Plan and its update. This evaluation is simultaneously reviewed by the European Commission.
- By Agreement of the Government Council of January 30, 2019, the “Policy for the recruitment and selection of research personnel of the Miguel Hernández University aligned with the OTM-R strategy of the European Union” was approved.
- On March 24, 2021, the UMH Governing Council approves a new regulation for the recruitment of research personnel and collaborating personnel in research tasks that can be consulted and is freely accessible on the UMH web portal (**Personnel Service of Administration and Services**).

ACTION 7ACC: IMPROVE ACCESS AND DISSEMINATION OF BOTH INTERNAL AND EXTERNAL REGULATIONS RELATING TO THE HIRING OF PERSONNEL

- Article 6.2 regulates that the publication of the calls will be made on the **official boards of the University** and will be sent to the **Territorial Directorate of Labor Insertion** for dissemination.
- In the case of calls funded by research projects subsidized by the European Union, they will be published simultaneously on the **Euraxess employment page** (<https://euraxess.ec.europa.eu/jobs>).
- Likewise, the UMH, through its Communication Service, will analyze the appropriate external media to disseminate unique calls, which allow the attraction of foreign research personnel or the return of those, with Spanish nationality, who are carrying out research activities abroad. .
- In addition, the UMH Electronic Registry may be used to submit the application, resume and supporting documentation.
- The UMH, following the **principles of the EU OTM-R policies**, will facilitate the electronic management of the corresponding documentation, promoting the participation in the calls of people of foreign nationality and/or non-residents in Spain.

ACTION 8ACC: IMPROVE THE EFFICIENCY OF RECRUITMENT PROCESSES

- In order to improve the efficiency of contracting processes, Chapter II of this regulation regulates the following aspects: Contracting proposal (art. 6), personnel selection (art. 8), extraordinary contracting procedure (art. 9) and formalization of contract (art. 10).
- It is worth mentioning the special regulation of the extraordinary contracting procedure in its Art. 9.1 “Exceptionally, when the development of the research activity requires the urgent incorporation of personnel with functions that have a high degree of specificity, an extraordinary contracting procedure may be applied. linked to the very need of the activity.
- The responsible researchers must justify the urgency of the contract and the specificity of the activities to be carried out.
- Said extraordinary process will involve the urgent hiring of the proposed candidate, in view of the reasoned reports.

ACTION 9ACC: ADAPT THE PI REGULATIONS THAT INCLUDE PARITY CRITERIA IN THE SELECTION COMMITTEES

- Article 8.2 expressly states “The selection of research personnel and collaborators in research tasks will be carried out in assessment committees.”
- Each assessment committee will be composed of at least three regular members and one substitute, with a higher category or equivalent to the position offered, in such a way that their impartiality is guaranteed, as well as their suitability and professionalism in terms of knowledge of the functional content of the profile subject to selection and **guaranteeing the balanced participation of men and women.**
- The members of the Commission will ensure that **there is no conflict of interest** with the candidates admitted in the selection process, making use of the channels of abstention and/or recusal included in current regulations.

ACTION 11ACC: GENERAL CONTRACTING REGULATIONS THAT INCLUDE MERITS

- Each commission will carry out the evaluation of candidatures in accordance with the scale established in the call, which will be governed by the general scale approved by the **UMH Governing Council of June 25, 2020** described in Annex II of the Regulations .

CODE CRITERION	ASSESSMENT CRITERIA	PUNCTUATION MAXIMUM
TO	Research experience related to the project	80
A1	Official qualifications (bachelor's, master's, doctorate)	
A2	Language knowledge	
A3	Research experience (participation in other Projects)	
A4	Quality, number of publications and degree of research participation/results protected.	
TO 5	Experience and training in handling techniques and methods necessary for the execution of the project	
A6	Stays at Universities or other centers of investigation	
A7	Other merits to value	
b	Teaching experience	10
B1	Teaching hours taught	
B2	Quality and number of teaching publications	
B3	Teacher training courses received	
B4	Other teaching merits to be valued	
c	Previous professional activity related to the area of research in which the project is framed	10
	MAXIMUM SCORE	100

ACTION 12ACC: CONSIDER PERSONAL CIRCUMSTANCES FOR LONG-TERM DISPOSAL IN THE PI HIRING REGULATIONS

- The Hiring Regulations make express reference to the consideration of personal circumstances due to **long-term absences and respect for minorities** :
- “The assessment commissions may assess personal circumstances due to permits, birth leave or long-term sick leave of the applicants, as long as objective and reasoned criteria are applied that must be reflected in the corresponding minutes.”
- “The evaluations carried out by the commissions must be governed by criteria of academic quality, be based on equal opportunities and reject any discrimination based on sex, ethnicity or religious belief or non-belief.”

ACTION 13ACC: PROMOTE AND RECOGNIZE MOBILITY IN THE PI

- Article 20 of the Contracting Regulations makes express reference to the **promotion and recognition of the mobility of research personnel (PI)**.
- The PI hired by the UMH, in order to be able to develop his or her research and/or professional career, may carry out, as complementary activities, temporary stays in other centers, national or foreign, to complete his or her research training.
- The duration of the stay may be up to 90 days.
- The general IP selection scale approved by the Governing Council of June 25, 2020 introduces researchers' stays in other universities and research centers as a criterion to evaluate (**code A6** of the aforementioned scale).

ACTION 14ACC: ADAPT THE PI REGULATIONS REGARDING THE DEVELOPMENT OF THE RESEARCHER'S CAREER

Article 14:

- The main researchers responsible for the activities of those contracted will adopt the necessary measures to comply with the obligations generated by the contracts provided for in this regulation.
- They must promote the research career of the research staff and their international mobility by applying, at all times, the regulations of the Research Ethics and Integrity Committee (CEII).
- Furthermore, to promote the development of the research career of research staff, three articles have been included in the Regulation: Art. 18, Art. 19 and Art 20, which regulate collaboration **in teaching, collaboration in other activities and mobility** , respectively. .

ACTION 14ACC: ADAPT THE PI REGULATIONS REGARDING THE DEVELOPMENT OF THE RESEARCHER'S CAREER

Article 18: Collaboration in teaching

- **The UMH research staff may collaborate in teaching tasks, under supervision within the framework of academic supervision, in matters related to their research activity, without implying a reduction in the teaching load of the Department that assigns the collaboration, up to a maximum of 80 hours a year .**
- **staff in training, up to a maximum of 180 hours during the total extension of the predoctoral contract , and in no case may they exceed 60 hours per year .**
- **The Department or Institute linked to the official doctoral program in which they are enrolled will facilitate said research personnel who request it, on equal opportunities, and within the established limits, to carry out these collaborations in teaching tasks.**
- **The teaching given will be certified , at the request of the interested person, by the General Secretariat of the UMH.**

ACTION 14ACC: ADAPT THE PI REGULATIONS REGARDING THE DEVELOPMENT OF THE RESEARCHER'S CAREER

Article 19.- Participation in other activities

- The PI with a work and service employment contract may collaborate in activities regulated in **article 83 of the Organic Law of Universities** , as long as their contract is full-time, and their participation in them is on activities related to the activity that is the subject of contracting within the framework of the same project, with, in this case, the activity being considered as having special performance.
- staff **in training** may collaborate in activities regulated in article 83 of the Universities Law, as long as the specific rules of the aid from which the contract is derived do not prevent it.
- staff **and collaborating staff** , in order to develop their professional career, may carry out occasional collaborations in **Congresses, seminars, conferences or courses of a professional nature, up to a maximum of 75 hours/year.**

ACTION 14ACC: ADAPT THE PI REGULATIONS REGARDING THE DEVELOPMENT OF THE RESEARCHER'S CAREER

Article 20.- Mobility

- In accordance with the specific rules of the aid from which the contract is derived, the PI hired by the UMH, in order to be able to develop his or her research and/or professional career, may carry out, as complementary activities, **temporary stays in other centers, national or foreigners** , to complete their research training directly related to the research project they carry out with a duration of no more than 90 days.
- **The UMH has an open academic-research career document whose main objective is to provide incentives and calls that allow the career development of its researchers.**