



Researchers Focus Group (RFG)- R4

Meeting no. 1 - Meeting Minutes

December 6th, 2021, h. 16:00

Group	Date	Purpose of meeting	Agenda
Researchers Focus Group (RFG)- R4	06.12.2021	Kick-off meeting Researchers Focus Group-R4	RFG-R4 group has to select one coordinator that will be the contact for the HRS4R administrative office and 4 representatives that will join, each of them, one of the 4 technical working groups defined within UniCA's HRS4R structure.
Departments		Representatives	Attendees
Physics		Giulia Manca	<input checked="" type="checkbox"/>
Law		Valentina Corona	<input checked="" type="checkbox"/>
Civil, Environmental and Architectural Engineering		Anna Maria Colavitti	<input checked="" type="checkbox"/>
Electrical and Electronics Engineering		Paolo Attilio Pegoraro	<input checked="" type="checkbox"/>
Mechanical, Chemical and Materials Engineering		Michele Mascia	<input checked="" type="checkbox"/>
Humanities, Languages and Cultural Heritage		Ignazio Macchiarella	<input checked="" type="checkbox"/>
Mathematics and Computer Science		Salvatore Carta	<input checked="" type="checkbox"/>
Pedagogy, Psychology and Philosophy		Ferdinando Fornara	<input checked="" type="checkbox"/>
Biomedical Sciences		Nicola Simola	<input checked="" type="checkbox"/>
Chemical and Geological Sciences		Maria Laura Mercuri	<input checked="" type="checkbox"/>
Surgical Sciences		Vassilios Fanos	<input checked="" type="checkbox"/>
Life and Environmental Sciences		Anna Maria Fadda	<input checked="" type="checkbox"/>



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Economic and Business Sciences	Stefano Usai	<input type="checkbox"/>
Medical Sciences and Public Health	Antonio Crisafulli	<input checked="" type="checkbox"/>
Political and Social Sciences	Giuliana Mandich	<input checked="" type="checkbox"/>

R4 Researchers Focus Group (leading researchers; lecturers with extensive research experience and funded projects) met online on Microsoft Teams along with the Vice-Rector for International Affairs, Prof. Alessandra Carucci, the Responsible for the management of the HRS4R procedure in UniCA, Dr. Elisabetta Cagetti and the Project manager of EDUC-SHARE, Dr. Natalia Montero.

After a brief introduction by each participant, Prof. Alessandra Carucci presented the HRS4R strategy, went through the 40 principles covered by the C&C and Unica's internal structure for the implementation of the HRS4R, and paid special attention to the importance of establishing a bottom-up approach with the engagement of UniCA's researchers. The Researchers were already aware of the procedure to apply for the HR Excellence Award, but not of the specific documents that had to be uploaded to the EURAXESS e-tool, so, Dr. Elisabetta Cagetti showed the templates present at the platform and provided an overview of the Endorsement Letter, Process Description, OTM-R Checklist, Gap Analysis and Action Plan and the time-frame of this pluri-annual process. Several links to additional information (e.g., Euraxess, the C&C principles) were provided. Time for questions by participants.

R4 Researchers were informed that, apart from the specific HRS4R email, where they can contact the person responsible of the HRS4R procedure in UniCA to indicate their suggestions and doubts; a dedicated communication channel will be opened for their group in Microsoft Office Teams, within the general Team on HRS4R, where they will be able to share HRS4R documentation and organize virtual meetings (in the event they cannot be held in presence).

As previously informed by email, Prof. Carucci also reminded R4 Researchers that they need to identify:

- a coordinator within the R4 group, to be the contact of the administrative offices and the organizer of the next group meetings;
- 4 representatives for the Technical Working groups (TWGs) of the HRS4R structure of UniCa.

At 5:20 p.m. the Vice-Rector and the administrative staff left the meeting, leaving the Researchers to discuss for their representatives.

After a general discussion on the purpose of the process, R4 appointed the following representatives:

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- Anna Maria Colavitti, Associate Professor in the Civil, Environmental and Architectural Engineering Department, as coordinator of R4 group;
- Anna Maria Colavitti, Associate Professor in the Civil, Environmental and Architectural Engineering Department, representative of R4 in the Technical working group on *Ethical and professional aspects*;
- Maria Laura Mercuri, Associate Professor in the Chemical and Geological Sciences Department, representative of R4 in the Technical working group on *Recruitment and selection procedures*;
- Michele Mascia, Full Professor in the Mechanical, Chemical and Materials Engineering Department, representative of R4 in the Technical Working group on *Working conditions and social security*;
- Giuliana Mandich, Full Professor in the Political and Social Sciences Department, representative of R4 in the Technical Working group on *Training and career development*.

All R4 group members approved these designations.

Meeting ended at 06:00 p.m.

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