



Group	Date	Purpose of meeting	Decisions
TWG on Training and Development	11/01/2023 12.00-13:05	Identification of incoming deadlines and duties aimed at finalizing the gap analysis and writing of the action plan; Discussion on R1-4 feedbacks related to the gap analysis; operating planning of the action plan writing	1) Definition of incoming deadlines and duties; 2) Discussion and approval of R1-4's feedback on the gap analysis; 3) Definition of the steps required for the preparation of the action plan document.

Working group on Training and Development

Position	Name	Attendees
Administrative Staff for Training Programmes	Teresa Pilichi	<input type="checkbox"/>
Head of Research and Territory Division	Gaetano Melis	<input type="checkbox"/>
Coordinator of the Doctoral Advisory Council	Giuseppe Sergioli	<input checked="" type="checkbox"/>
Vice-Rector for Orientation and Alumni	Valentina Onnis	<input checked="" type="checkbox"/>
Rector's Delegate for Quality of procedures and services	Elio Usai	<input checked="" type="checkbox"/>
Expert of Company Organizations	Michela Loi	<input type="checkbox"/>
Administrative Staff Responsible of Specialization Schools	Giuseppe Manca	<input type="checkbox"/>
Researchers' representative R1	Lucia Pintor	<input checked="" type="checkbox"/>
Researchers' representative R2	Marcello Serra	<input checked="" type="checkbox"/>
Researchers' representative R3	Federica Caboni	<input checked="" type="checkbox"/>
Researchers' representative R4	Giuliana Mandich	<input checked="" type="checkbox"/>

Table Legend ☒ Present; ☐ Absent

On January 11th, 2023, at 12:00, the members of the TWG on Training and Development, along with Elisabetta Cagetti, administrative staff responsible for the management of the HRS4R procedure in UniCa, and Roberta Leu, administrative staff of Education and Orientation Division-PhD and Master programs Unit, met online on Microsoft Teams to discuss about the positive feedbacks and suggestions received from the R1-R4 Focus groups which formally accepted the Gap analysis previously approved by the Steering Committee. Thereafter, the TWG group read and analyzed all the sections of action plan form, planning the next steps required to fill out the document accordingly to the deadline. More details are provided in points 1 and 2 of the present document.

1) Definition of incoming deadlines and duties. Gap analysis finalization.

Prof. Mandich started the meeting by listing incoming deadlines and the remaining tasks to be completed, stressing the importance of finding the best match between gaps and related actions, and of eventually removing redundant actions from the current version of gap analysis.

Marcello Serra, R2's representative, reported the R2's feedback on the question, collected on the last R2 focus group meeting (held on the 9th of January), which agreed with Prof. Mandich's analysis. Accordingly, Marcello



Serra suggested a minor revision related to the “Initiatives undertaken/new proposals” section of the 38th principle of the last version of the gap analysis. The group discussed and approved the proposed modification, suggesting the addition of minor changes aimed to further stress the intent of the action. Thereafter, Prof. Usai made an observation about the comment of Lucia Pintor, R1’s representative, on the “Initiatives undertaken/new proposals” section of the 36th principle of the gap analysis.

R1-4’s representatives shared with the other members of the TWG group the positive feedback and the approval received by their respective R1-4 Focus Group on the last version of the Training and Development Gap analysis, previously approved by the Steering Committee.

2) Preparation of the Action Plan document

Elisabetta Cagetti, made a brief recap of all the resources available in the Microsoft Teams folders, intended for the writing of the action plan, while Prof. Mandich shared the empty Action Plan form with the other members of the TWG group. After having discussed some critical sections of the action plan form (e.g. indicators/target), Prof. Usai proposed to write an initial draft of the action plan document, which will be further refined by Prof. Mandich. Then, all the members of the TGW group will work on the document individually, before sending it to the R1-R4 Focus group for further feedback.

The next meeting will be scheduled for the end of January by Prof. Mandich (a proposal of dates will follow).

The meeting closes at 13:05.