

One of the recommendations of the European Commission auditors contained in the report of October 29, 2018 assessing the progress of work related to the awarding of the University of Gdańsk's HR Excellence in Research distinction was to re-analyze the needs of the academic community in order to adapt or modify the action plan for 2018-2020 .

In connection with the above, the EKN Committee recommended the appointment of HR Strategies Teams at all Departments of the University of Gdańsk. Each team included one representative of each employee group (professor, professor at the University of Gdańsk, assistant professor, assistant, senior lecturer / lecturer) as well as a doctoral student, student and administrative employee. Particular attention was paid to maintaining gender balance when appointing Teams. All Teams (11) were established until **January 15, 2019**.

The teams' task was to prepare and conduct a re-analysis of needs in relation to the principles of the Card & Code. To this end, in February 2019 a working meeting of the chairmen of the Faculty Strategy Teams took place, which discussed the procedure for conducting a re-analysis of needs using the focus groups method. The second part of the meeting was training. All the chairmen were trained by the trainer in conducting working focus groups. A list of issues to be addressed in group discussions by topic was also selected:

- 1. ETHICAL AND PROFESSIONAL ASPECTS**
- 2. RECRUITMENT AND EVALUATION OF EMPLOYEES**
- 3. PROFESSIONAL CAREER DEVELOPMENT AND WORKING CONDITIONS**

Sample questions are attached as Annex 1 to the needs analysis report. **In the first quarter of 2019**, meetings of departmental HR Strategy Teams were held – work in focus groups. The teams then developed reports identifying the needs in the proposed areas. All reports were presented at the meetings of the

Faculty Councils, with a view to their dissemination and submission for approval to a wide group representing the entire academic community of a specific Faculty. On May 27, 2019, a meeting of the EKN Committee was held, which summarized all reports, analyzed the needs and, at the same time, the possibility of introducing corrective actions. Many reports identified needs directly related to the specificity of the Faculty. In such cases, actions will be taken directly at the Faculties to which they relate.

IDENTIFIED NEEDS BY AREAS:

1. ETHICAL AND PROFESSIONAL ASPECTS

- Lack of ethics training (there is only the Code of Ethics)
- Lack of training on personal data protection
(PP course – insufficient)
- Low awareness and inability to disseminate research results
- Poor information flow (both units – headquarters; units – units)
- Too little information about UG outside - little contact with the economic and social environment)
- Language barrier when servicing foreign employees
- Dispersing research equipment
- The need to continually disseminate knowledge about mobbing prevention and discrimination

2. RECRUITMENT AND EVALUATION OF EMPLOYEES

- Underestimation of employee mobility in employee assessment
- Student surveys for employee evaluation are conducted (electronically or on paper), while the results and comments are not respected

- Lack of specification of the criterion for assessing didactic and organizational work
- Lack of career path for outstanding external practitioners
- Lack of widespread use of interviews in recruitment
- No bonus for employees who have additional certificates, competences, care for their development

3. PROFESSIONAL CAREER DEVELOPMENT AND WORKING CONDITIONS

- Lack of professional support when submitting grant applications / too much bureaucracy that discourages application
- Unclear, not very flexible remuneration system in grants
- Lack of incentive system
- Lack of monitoring system for training needs for researchers
- Too many IT systems to support (PP, PE, EZD, Pensum ...)
- Lack of counsel for employees (psychologist / pedagogue / lawyer)
- No actual / respected smoking ban on UG Campus
- Limited scope to sports facilities
- A small number of places where you can have a meal
- There is no place where you can leave your child for several hours

Based on the collected needs, a revised Action Plan 2018-2020 was prepared by the EKN Committee (September 2019)

In addition, some of the identified needs have already been taken into account and partially met. This particularly applies to activities related to infrastructure development and improvement of working conditions. University kindergarten was opened.

([https://ug.edu.pl/media/aktualnosci/89892/przedszkole_uniwersyteckie -
_towarzyszenie_dziecku_w_procesie_rozwoju](https://ug.edu.pl/media/aktualnosci/89892/przedszkole_uniwersyteckie_-_towarzyszenie_dziecku_w_procesie_rozwoju)), the construction of a sports center is underway, while food outlets will be launched on the UG Campus as soon as the periods covered by the EU co-financing agreements have ended.