



UNIVERSITÉ
BOURGOGNE
EUROPE

ACTION PLAN 2026–2031

HR Excellence in Research



Issue Action	Targeted recommendation	Action	Lead department VP responsible, if applicable	Timetable	Success indicator
1	1	Draft a code of ethics and scientific integrity in French and English. This charter will be disseminated in particular within laboratories	HR project team with PAJI Research Division VP Research Scientific Integrity Officer	S1-S2	Ethics Charter approved by the Research Committee, the Scientific Advisory Board and then the Board of Governors Appended to the best-practice guide for Unit Directors Date of online publication and number of views of the online version
2	2	Appointment of an Ethics Officer	Executive Office	S1	Ethics Officer identified
3	2	Update the the best-practice guide in the management of each research unit by adding a requirement to support emerging and/or innovative projects	HR project team with the Research Division	S1	Guide update approved by the Research Committee, the Scientific Advisory Board and then the Board of Governors
4	3	Establish a committee dedicated to open science within UBE	HR project team with the Documentation Department VP Research	S2-S3	Number of committee members and frequency of committee meetings
5	3	Draw up terms of reference for Open Science Officers in research laboratories	HR project team with Research Division	S1	Terms of reference sent to the Officers
6	3, 6, 19	Make participation in the research support training at UBE (open science, SCD (Joint Documentation Service), European Alliance Forthem, Research Cluster including the 'STRADA' European project development support unit) compulsory for new academic staff, and encourage other academic staffs to attend this training	HR project team with HR and Research Clusters VP HR and Research	S1-S4	Participation rate for this training course

7	5, 15, 16, 19	Organise information sessions for academic staffs, postdoctoral researchers and/or doctoral students on the following topics: - how to embrace diversity? - what are your obligations under research contracts (accountability, budgetary transparency, etc.)? - how can we enhance the commercialisation of research results?	HR project team with HR and Research Divisions SAYENS PAJI VP Commercialisation/Knowledge Transfer	S2-S3	Participation rate at each information session
8	1, 2, 5, 7, 9, 13	To improve the dissemination of and access to information for academic staffs, postdoctoral researchers and doctoral students: implement a strategy to organise resources (in French and English) on the following topics: - Proper use of artificial intelligence in research - Best practices and procedures regarding academic freedom - Schemes promoting open science - Methods for producing documents universally accessible to the diverse scientific community - Arrangements for doctoral contracts for people with disabilities - Geographical and thematic mobility schemes - Procedures for the evaluation and career progression of academic staff (promotions, bonuses, CRCT, CPP, career monitoring (CNU recommendations), C3 RIPEC, etc.) - Research valorisation tools and support schemes (SAYENS, PUI, research support, STRADA, FORTHEM, etc.) - UBE governance and organisation, and participation arrangements	HR project team In collaboration with the Communications Department VP Digital AI Charter Deputy Director-General for Heritage	S1-S3	Dedicated digital sections created on the UBE website and number of views of these sections
9	10, OTM-R	Create digital welcome booklets in French and English for: - academic staffs - doctoral students and postdoctoral researchers	HR project team with HR and Communications Divisions Doctoral schools International Division	S1-S5	Number of downloads or views for each guide

			Executive Office CACR VPs		
10	10, OTM-R	Extend the <i>welcome desk</i> to postdoctoral researchers	HR Project Team with HR Project Team with Student Life Division International Division	S5-S6	Number of postdoctoral researchers who have used the <i>Welcome Desk</i>
11	13	Supporting academic staff in submitting research projects under European calls for proposals. Teaching relief may be granted to academic staff leading a research project submitted under an European Commission call for proposals. This teaching release is subject to prior approval of the letter of intent by the funding body and a favourable opinion from the STRADA unit, then from the UBE Research Committee. The allocation terms, the extent of the teaching release and the period of application are determined by a institutional decision.	HR Project Team with STRADA Unit Research Committee Research Division	S3-S4	Number of requests that received a favourable opinion from the Research Committee
12	5, 8	Continue energy-efficiency renovation and improve the accessibility to UBE buildings	HR project team with Heritage Division VP Heritage	S4-S5	Feasibility study for renovating the buildings Prioritisation of buildings to be renovated
13	5, 8	Set up a working group to draft the LUMEN charter (Laboratories and platforms United for Mobility and the ENvironment)	HR project team with the Sustainable Campus Unit VP DDRSE	S1-S2	Working group set up Number of working group meetings
14	8	Organise the sustainable research conference, particularly as part of the process to obtain the DD&RS label	HR project team with the Sustainable Campus Unit VP DDRSE	S1-S2 S3-S4	Dates of the sustainable research conference Submission of application for the DD&RS label
15	10, OTM-R	Ensure the job descriptions for academic staff and researchers (appointments of more than one year) are published at the European level	HR project team with HR Department	S2	Number and percentage of job vacancies in English on EURAXESS and on the institutional portal

16	10, OTM-R	By mobilising UBE networks and, in particular, the Dijon Métropole attractiveness agency, facilitate the support of spouses of newly recruited staff	HR project team with HR Division VP HR and QWL	Q3-Q4	Number of cases involving spouses of newly recruited staff handled
17	10, OTM-R	Formalise the OTM-R strategy in a framework document and publish it on the UBE website	HR project team with HR Division	S1-S4	Formalised OTM-R strategy Number of views and downloads
18	10, OTM-R	Develop a guide to assist selection committee members in applying the OTM-R principles	HR project team with HR Division Research Division	S1-S4	Guide produced Number of views and downloads
19	4, 5, 11	Strengthening non-discrimination measures in recruitment procedures	HR project team with the Teaching Staff Department VP QWL	S2	Percentage of COS members who have watched the non-discrimination awareness video
20	12	Increase the transparency of bonus allocation criteria for candidates	HR project team with the Teaching Staff Department VP CA	S3-S4	Initial management guidelines established
21	13	Evaluate the results of mediation and support schemes (QWL and psychosocial risks)	HR project team with PSQVT department	S1-S4	Attendance rate Satisfaction index
22	13, 17	Include the following in the local assessment of academic staff career progression: - the number of national and international research projects submitted, in addition to those awarded; - the number of periods of international mobility, particularly within the FORTHEM European alliance.	HR Project Team in collaboration with the Teaching Staff Department	S2	Update of the career progression assessment framework
23	4, 18, 20	Implement a mentoring policy to promote career support and gender equality through the creation of: - Senior Mentoring Club (a group of senior staff available to anyone seeking information and advice);	HR project team with the PSQVT Service, Research Division	S1-S4	Number of members in the two mentoring clubs Number of requests made to both clubs

		- Junior Mentoring Club: a group of junior staff (doctoral students, postdoctoral researchers and early-career academic staff) to facilitate a seamless transition from master's to PhD within laboratories/UMRs; - Identification of a mentor for early-career lecturers within the laboratory but outside their research area.	<i>Graduate schools</i>		Proportion of mentors identified for early-career lecturers
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BoD: Board of Directors; CACR: Academic Executive Committee; RC: Research Committee; DDRSE: Sustainable Development and Social and Environmental Responsibility; DGS: Director General of Services; DUs: Unit Directors; GS: Graduate School; AI: artificial intelligence; PAJI: Legal and Institutional Affairs Unit; HR: human resources; PSQVT: prevention, health and quality of life at work; VP: vice-president.