

		Action	Gap Principle(s)	Timing	Responsible Unit	Indicator(s) / Target	Current status 2021	Remarks		
Ethical and professional aspects	Research ethics, scientific integrity	1	Educate people about research ethics and scientific integrity	2	2023 - S2	a researcher (to be nominated) + Doctoral School	Training given to a scientific integrity educator: yes/no or how many. Ethics workshops for researchers: how many.	Cycle of 11 lectures on research ethics and scientific integrity: in 2017-2018 (and still available on line). Number of participants: 240 PhD candidates. Training given to a scientific integrity educator: 1 in 2018. Training course on scientific integrity (PhD candidates): 18 PhD candidates in 2019 and 2021 (2020: restrictions due to the pandemic). Information forum on scientific integrity for all researchers: 2 in 2019.	Carried over from the 2016-2021 action plan, point 4 – Educate people about ethics (including plagiarism)	Communication
		2	Adopt the French National Charter for Research Integrity	2	2022 - S2	Research Division	Adoption by the University's supervisory board of the French National Charter for Research Integrity: yes/no.			Development
		3	Host and/or organise a conference / symposium / workshop on research ethics and scientific integrity	1, 2, 7, 8, 9	2024 - S2	a researcher (to be nominated)	How many events organised. How many participants.			Development
		4	Specify the roles of UTC referents	3, 4	2022 - S1	Scientific Advisory Committee (roles) and Internal Services Division (procedures)	Specify the roles and the referral mechanisms for the UTC referents for ethics, scientific integrity, and data protection (DPO). Communicate internally on the appointment, roles, and referral mechanisms for the UTC referents for ethics and scientific integrity.	The referents have been appointed by the UTC management		Communication
		5	Integrate technology and sustainable development	3, 9	2024 - S1	Research Division	Raise awareness. Embed sustainable development issues in research. Communicate internally on the appointment and the role of the open science referent.			Development
	Open Science	6	Raise awareness in relation to open science	7,8,9	2023-S1	Research Division	How many researchers/PhD candidates who enrolled for Sorbonne University's open science MOOC. How many awareness-raising initiatives in relation to open science (presentations, flyers, etc.).	An open science section was added to the digital workspace in the first semester of 2021		Formalisation
		7	Give guidance in implementing open access	7,8,9,32	2022-S2	Research Division + BUTC	Continue to teach researchers how to deposit publications on HAL How many training sessions and number of researchers trained Inform and communicate about the open access policy via the digital workspace	An open access subsection was added to the digital workspace in the first semester of 2021		Development
		8	Give guidance in implementing open data	7,8,9,32	2023-S2	Research Division	Raise awareness and inform about changes in the rules in relation to opening up data Define an open data strategy for UTC How many training sessions on managing data How many researchers given training about the Data Management Plan	An open data subsection was added to the digital workspace in the first semester of 2021		Development
	Support and assist researchers' partnership activities	9	Produce a UTC guide on intellectual property	3, 31,32	2023-S1	Research Division	Production of documentation and information sheets relating to specific cases encountered in practice, as requested by researchers Existing guides will be posted on the intranet		Carried over from the 2016-2021 action plan, point 25 – Produce a UTC guide on intellectual property	
		10	Give guidance in seeking funding for research projects	5	2023-S2	Research Division	Communicate about the monitoring tool. - Chart the different funding possibilities - Communicate about incoming/outgoing mobility schemes (also features in Career development) How many workshops / how many researchers trained - Charting done - Corresponding section put in place			Communication
		11	Give guidance in relation to the valorisation of research	3, 4, 5, 6, 32	2024-S1	Research Division	Give training in relation to intellectual property via information sheets and recreational workshops - Teach PhD candidates about the valorisation of their thesis project (course organised by the Doctoral School) - Draw up a blueprint jointly with valorisation / technology transfer / intellectual property stakeholders both inside the University and outside (regional, national and European levels) - Improve communications about the SATT LUTECH technology transfer acceleration company and its various tasks / roles / areas of intervention at UTC - Raise awareness, communicate, and provide training workshops in the use of the TOGETHER application - How many training sessions / how many researchers trained - How many PhD candidates trained - Blueprint drafted - Memo about SATT LUTECH - How many TOGETHER training sessions / how many researchers trained - How many projects given assistance			
		12	Give guidance in evaluating and positioning research at UTC, to help meet the needs of research units, of authors, and of the University	2, 11, 23	2023-S2	BUTC	How many bibliometric reports produced			
		13	Give guidance in relation to patent and trademark search	5, 6	2022-S2	BUTC	How many requests and reports produced			

Recruitment and selection										
Working conditions	Career advancement	14	Formalise a process for providing feedback to all applicants	15	2024-S1	Human Resources Division	Drafting of a summary sheet by the Human Resources Division	Summary sheet for interviewing prospective PHD candidates: since 2020	Carried over from the 2016-2021 action plan, point 7 - Formalise a process for providing feedback to all applicants	Development
		15	Offer one or more training courses for prospective recruiters on stereotypes and non-discrimination in the recruitment process	10,14	S2-2022	Human Resources Division	How many training sessions offered How many people trained			Development
		16	Improve the way newcomers are received	7	2023-S2	Human Resources Division	Have two colleagues, one each from the Human Resources and International Relations divisions, working in partnership to answer questions from foreign researchers wishing to apply for positions at UTC. Help staff members in completing administrative procedures. Handbook for receiving newcomers to the lab.	Multilingual guide made available to future arrivals to help prepare their move to UTC/France/Compiègne: done in 2021. "Bienvenue en France" accreditation: since 2020. French as a Foreign Language (FFL) Centre of Excellence: since 2020. Erasmus+ Charter 2021-2027.	Carried over from the 2016-2021 action plan, point 8 - Have all newcomers sign a charter: confidentiality, conflicts of interests and point 9 - Produce a guide for newcomers (in French and in English)	Development
		17	Optimise the management of non-tenured personnel	26	2022-S1	Human Resources Division	Establish a framework for the management of non-tenured academic staff.			Development
		18	Track the careers of young researchers	30, 17, 18, 19, 21	2022-S2	Research Division + Education division		Currently: scrutiny after 2 years by two elected UTC committees, and then after 5 years to take stock in relation to a 10-year time horizon.		Formalisation
		19	Communicate about visiting professors	29		Research Division + Communication Division	Internally (recognising the exp. of mobility) and externally. How many visiting professors hosted. How many articles.			Communication
	Support for researchers	20	Give guidance to research fellows and academic personnel in relation to their orientation and career advancement	28, 30, 17, 18, 19, 20, 25, 35	2022-S1	Human Resources Division	Support and assist staff wishing to engineer a career transition			Development
		21	Provide mentoring for young researchers and academic personnel	30, 33	2023 - S2	A researcher (to be nominated)	Mentoring of young academic staff by their more experienced peers. Mentoring by the UTC Innovation Foundation.			Development
		22	Communicate about possibilities for mobility (geographical, between research themes, between sectors)	29	2023-S2	Research Division + Human Resources Division	Communication about the various mobility schemes (at the UTC level, the level of the administrative region, the national level, and internationally). Communication about research leave.	Drafting of templates for each mobility scheme: 2 existing templates for outgoing mobility. Number of researchers given support (incoming/outgoing): Outgoing: 2017 = 6 PhD candidates, 2018 = 6, 2019 = 3, 2020 = 2 (WIP). Outgoing: 2018 = 6 researchers. Visiting Researcher incoming mobility scheme: approved by the Scientific Advisory Committee in 2020.		Formalisation
		23	Develop ways to give PhD candidates a higher monthly income	22, 26	2024 - S1	Research Division + Human Resources Division + Doctoral School		Average salary for PhD candidates in 2018: €1,500 net per month. This has not changed.	Carried over from the 2016-2021 action plan, point 21 - Develop ways to give PhD candidates a higher monthly income	Development
		24	Make more forms and administrative documents available in English	10	2024-S1	Human Resources Division	Have forms and administrative documents translated into English. Make these documents in English available via the UTC website and digital workspace.			Formalisation
		25	Make more information on Human Resources topics accessible via the digital workspace	28, 30	2022-S2	Human Resources Division	Bring up to date the Human Resources information and documents that are already posted (concerning different categories of personnel, careers, competitive recruitment procedures, training courses on offer inside and outside UTC, etc.). Add new sections.			Communication
		26	Communicate about UTC's strategy in relation to disability and about the relevant contact persons	10	2023-S1	Disability referents + Preventive medicine	How many requests for adapting work stations.			Communication
		27	Raise awareness of disability issues	10	2023-S1	Disability referents + Teaching Support Cell	Create initiatives to raise awareness of disability issues. Nominate members of teaching staff as disability contacts for students pursuing the different curricula. Communicate and raise awareness about the self-training tool on digital accessibility (developed by the Teaching Support Cell).			Development
Non-discrimination	28	Set up a steering committee for equality and diversity	10,27,34	2022-S2	Human Resources Division	Communicate about the appointment, role, and referral mechanisms for the equality referent. Monitor the consistency and interlinkage between policies relating to employment equality, disability, and all forms of discrimination.			Development	
	29	Raise awareness of possible unconscious biases and stereotypes on the part of personnel involved in recruitment interviews, supervisors, and members of the committee for equality and diversity	10	2022-S2	Human Resources Division + Communication Division	Help combat stereotypes, prejudices, and discriminatory speech and attitudes			Development	
	30	Set up training courses for all UTC supervisors, staff, and students, to help combat discrimination and sexual and gender-based violence	10	2022-S2	Human Resources Division + Communication Division + Education Division	Raise awareness of and prevent abusive behaviour			Development	
	31	Help people to know their work environment better	23,24	2023 - S2	HRS4R Project Group	Organise group events in formal and informal settings to bring people from different laboratories together and to encourage exchanges and collaborations			Development	
	32	Balance people's professional and personal lives	24	2023 - S1	Human Resources Division	Work in partnership with Compiègne nurseries and Compiègne municipal administration Extend teleworking			Development	
Quality of life at work, Psychosocial risks										

Training and development	33	Set up an Annual Day for PhD supervisors	36, 37, 40	2022 - S1	Doctoral School	Establishing a framework. Annual Day for PhD supervisors around research themes.		Carried over from the 2016-2021 action plan, point 16 - Set up an Annual Day for PhD supervisors	Development
	34	Extend training possibilities for academic staff and researchers	38	2023-2	Human Resources Division + Research Division + research units	Set up a workgroup to identify needs in relation to personalised training for academic staff and researchers. Include a range of training courses aimed at academic staff and researchers: management, project management, intellectual property, research funding, etc. Include a range of training courses aimed at directors of research units and team leaders.			Development
	35	Train staff to conduct recruitment interviews	12, 36, 40	2022 - S1	Human Resources Division	Set up a training course aimed at personnel involved in the recruitment of non-tenured researchers (research engineers, PhD candidates, post-doctoral fellows, non-tenured academic staff): Human Resources Division, Doctoral School, research units, academic staff.			Development
	36	Offer courses taught through the medium of English	38, 39	2023 - S1	Human Resources Division + Doctoral School	Offer more courses taught in English for the benefit of non-Francophones (non-tenured researchers, PhD candidates).			Development
	37	Extend scientific teaching at the PhD level	39	2023 - S1	A researcher per research unit	Offer more scientific teaching at the PhD level by academic staff and targeting PhD candidates, post-doctoral fellows and masters students.			Development
	38	Offer courses in innovation and entrepreneurship	37, 38	2024 - S1	Innovation and Territorial Development Division	Offer courses in innovation and entrepreneurship aimed at all researchers.			Development