INTERNAL REVIEW

Computer Vision Center

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Web-link to published version of organisation's HR Strategy and Action Plan:
http://www.cvc.uab.es/?page_id=1690
Web-link to organisational recruitment policy (OTM-R principles):[45]
Not available

SUBMISSION DATE TO THE EUROPEAN COMMISSION:
JULY 31, 2017

1. ORGANIZATIONAL INFORMATION

Please provide an update of the key figures for your organization. Figures marked * are compulsory (Data from May 2017).

STAFF & STUDENTS	FTE
Total researchers = staff, fellowship holders, bursary holders, PhD. students either full-time or part-time involved in research	*106**
Of whom are international (i.e. foreign nationality)	*42**
Of whom are externally funded (i.e. for whom the organization is host organization)	*43**
Of whom are women	*24**
Of whom are stage R3 or R4[1] = Researchers with a large degree of autonomy, typically holding the status of Principal Investigator or Professor.	*37**
Of whom are stage R2 = in most organizations corresponding with postdoctoral level	*11**
Of whom are stage R1 = in most organizations corresponding with doctoral level	*58**
Total number of students (if relevant)	
Total number of staff (including management, administrative, teaching and research staff)	*142**

RESEARCH FUNDING (figures for most recent fiscal year)	€
Total annual organizational budget	*2.400.000*
Annual organizational direct government funding (block funding, used for teaching, research, infrastructure,…)	*450.000*
Annual competitive government-sourced funding (designated for research, obtained in competition with other organizations – including EU funding)	*1.050.000*
Annual funding from private, non-government sources, designated for research	*900.000*

ORGANISATIONAL PROFILE *(a very brief description of your organization, max. 100 words)*
The Computer Vision Center (CVC) is a non-profit institution founded in 1995 by the Catalan Government, ant the Universitat Autònoma de Barcelona (UAB). It hosts approximately 100 researchers including scientists, PhD students, and post-docs from all over the world that have been selected for their excellent curriculum and who in return, have chosen the CVC because of its prestige and national leadership in computer vision. Prove of its growing prestige is the number of publications and projects. CVC's mission is to carry out research of renowned quality and international impact, to transfer knowledge towards companies and society, and to train high-level scientists.

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[1]

http://ec.europa.eu/euraxess/pdf/research_policies/Towards_a_European_Framework_for_Research_Careers_final.pdf

2. Narrative (max. 2 pages)

Please consult the narrative on the strengths and weaknesses under the 4 thematic areas of the Charter and Code as provided in the initial submission of your organization's HR Strategy. Have any of the priorities for the short- and medium term changed? Have any of the circumstances in which your organization operates, changed and as such have had an impact on your HR strategy? Are any strategic decisions under way that may influence the action plan? Please provide a brief commentary – not only looking back, but also looking forward.

Ethical and professional aspects

In this area, our main concern was the dissemination among our staff of the policies that have been implemented in our center regarding the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers. We have been able to cover this issue by disseminating the Charter Code and Code of Conduct through our intranet and by meeting with our researchers and explaining to them what the Charter and Code were.

The CVC has re-defined the internal R&D structure. The CVC has now a two dimensional structure that better reflects the current internal ecosystem and empowers the research leaders. It is organized in research areas and excellence areas, both based on the empowerment of Principal Investigators (PIs). PIs are in charge of leading the research areas, whose target are to reach progress well beyond the state of the art, and are intended to generate further knowledge. In the other dimension, the area of excellence is a social, technical or scientific domain that covers a part of the knowledge, including one or more related research lines, and where new knowledge of high quality is generated, transferred to the society, and commercially exploited. The areas of excellence are aligned with the societal challenges of the EU and national programs. This structure gives freedom to researchers to develop their research objectives, while the general challenges and focus of the center are met. By coordinating research actions under excellence areas, researchers ensure that their research is relevant to society and do not duplicate research previously carried out elsewhere.

The CVC has re-fined his evaluation system for assessing the performance of researchers. In October 2016, the CVC Scientific Advisory Board (consisting of senior and international researchers) had a meeting with each of the PIs, and also assessed the individual KPI's record.

We have also implemented an active technological monitoring performed by our Knowledge and Technology Transfer (KTT) and Marketing and Communications officers. They are in charge of keeping in touch with all the researchers and to be informed of their day to day activities and also to provide them valorization tools for their scientific contributions. The Communications officer has deployed actions to ensure the social engagement of researchers with active presence in media addressed to public at large. Special attention has been addressed to young people to promote STEMs among new generations.

Likewise, we have started renewing our website, so that results of our research and technological transfer are more accessible for all publics in a more appealing format.

Recruitment

In October 2016 our Strategic Plan was approved by our Scientific Board. The deployment of the Strategic Plan began on 2017 and has been adapted to all types of researchers in the CVC.

In connection to this area, we have continued working on in disseminating CVC positions in our website, mailing lists and using the Euraxess website. We have also strengthened our presence in social media (Facebook, Twitter, LinkedIn).

Regarding our Welcome Pack, we have completed the compilation of all documents related to the rules and practices of the CVC which are available for all researchers and delivered upon arrival. We have also defined and implemented a new-arrival procedure, which includes the delivery of the Welcome Pack as well as the automatic registration to all services provided by the center (email, web account, intranet, etc.).

The CVC Strategic plan, approved in Oct 2016, defines the career plan for CVC researchers and engineers. This career plan adapts the researcher's track to the Charter and Code, and to the Spanish Law of Science and Innovation. The deployment of this career plan has begun in 2017. This has been particularly developed under the process of recruitment of 6 new positions for the CVC under COFUND Marie Skłodowska Curie scheme. The evaluation of the EU auditors has been particularly positive in this case. The CVC fulfills the recruitment, selection and transparency codes in the different recruitment processes.

Working conditions and social security

On this area, we continue to abide with all the current legislation regarding working conditions and social security. We have continued to update the information in the welcome booklet. The CVC ensures an appropriate research environment to its personnel. In the last years, the need of high performance computing infrastructures has become crucial in Computer Vision. The CVC is making efforts to grant the access (internally or externally) to such infrastructures. The CVC is also providing opportunities to the researchers in terms of collaboration with other institutions and companies.

As mentioned before, the career plan has been implemented. It includes the proposal for pay scale in accordance to the 6 position levels defined in the career plan.

Training

In this area, in our internal gap analysis we did not identify any critical actions to be performed. However, we continue to strive to improve our PhD program, having it in high regard as it is the pillar of the next generation of researchers.

3. ACTIONS

Please consult the list of all actions you have submitted as part of your HR strategy. Please add to the overview the current status of these actions as well as the status of the indicators. If any actions have been altered, omitted or added, please provide a commentary for each action.

	Title action	*Timing*	*Responsible Unit*	*Indicator(s) / Target*	*Current status*
1	Improve website and intranet tools to increase awareness among researchers about their results.	*3T 2015*	Marketing + Comm. office	*Website was improved and now research results from the groups are available as from 2000.* *All documents are now accessible through the intranet.* *Dissemination of the importance of using these tools in order to gain visibility was explained to researchers.*	*Action extended (80% done)* *We are updating our website*
2	Disseminate the Charter and Code to all research personnel, so everyone in the Center knows about the benefits of the HRS4R.	*3T 2015*	Marketing + Comm. office	*We have disseminated the CVC adherence to the Charter and Code as well as the HRS4R strategy through meetings with the research community. Likewise, all the information can be found in our intranet.*	*Completed*
3	Disseminate the Equality Plan to all personnel	*4T 2015*	Marketing + Comm. office	*Dissemination done in general meetings and through our internal management tool.*	*Completed*
4	Implement a KTT innovation vigilance protocol and inform all research personnel about it in order to ensure correct dissemination and exploitation.	*4T 2015*	KTT officer + Comm. Officer	*Active monitoring performed by the KKT officer to ensure technology valorization.* *Active monitoring performed by the Communications officer to ensure efficient dissemination of the results.*	*Completed. (However it is in continuous evolution in order to be able to tackle all the current transfer opportunities)*
5	Improve the follow-up mechanism of the career progression of researchers.	*4T 2016*	Associate director	We have defined an explicit career plan and presented it in a written document to all researchers. We also defined a number of objective metrics for performance evaluation. We have clearly defined the outcome of having good/bad	*Action extended to December 2017*

				evaluations (aligned with the Strategic Plan approved by the Scientific Board). To be fully deployed in by Dec 2017.	
6	Improve the recruitment guideline	*2T 2016*	Associate director	*We have all the necessary documents and information to*	*Completed*

As the establishment of an Open Recruitment Policy is a key element in the HRS4R strategy, please also indicate how your organization is working towards / has developed an Open, Transparent and Merit-Based Recruitment Policy. Although there may be some overlap with a range of actions listed above, please provide a short commentary demonstrating this implementation.

In case your organization has entered the HRS4R process prior to the publication of the OTM-R toolkit and recommendations by the European Commission (2015), please fill out the OTM-R checklist[45], attach it to this self-evaluation form, and provide a commentary on how you will (continue to) address these principles in the years to come.

Comment on the implementation of Open, Transparent, Merit-Based Recruitment principles:

Our center was awarded with the HRS4R seal on May 2015. This was prior the new policies from the EU regarding the OTM-R were published. We have recently been aware of the need of implementing the principles. We believe that an OTM-R policy is the natural next step towards improving our recruitment procedures which have been also taken into account in our HRS4R.

We do not have a guideline to follow them, but we will create one on soon. Although we do not have written guidelines, after answering the checklist, we believe it will not be difficult to implement the OTM-R policy in our center.

4. IMPLEMENTATION (MAX. 1 PAGE)

How have you prepared the internal review? How have you involved the research community, your main stakeholders, in the implementation process? Do you have an implementation committee and/or steering group regularly overseeing progress?

The HRS4R work group has been meeting approximately every 6 months in order to monitor the achievements. As several of the actions that were identified in our internal gap analysis were related with the dissemination of the said actions, we have improved our intranet tools to make everyone aware of the HRS4R strategy as well of the Charter and Code and also the Equality Plan and we have also held meeting with the researchers to inform them personally about the our HRS4R strategy.

Is there any alignment of organizational policies with the HRS4R? For example, is the HRS4R recognized in the organization's research strategy, overarching HR policy?

Yes, there is an alignment with our HR policies. We have taken into consideration the Charter and Code, as well as our Equality Plan to be part of our Strategic Plan that was presented last year.

How do you involve the research community, your main stakeholders, in the implementation process?

Our Communications office is in charge of disseminating this information, either by contacting researchers or by posting news in our intranet.

How is your organization ensuring that the proposed actions are also being implemented? How are you monitoring progress?

The work group continues to meet every 6 months in order to review the progress of the actions and also to check if it is necessary to adjust the plan.

How do you expect to prepare for the external review?

The work group will continue to meet every 6 months in order to monitor the progress of the HRS4R. Last year, CERCA (Association of Catalan Research Centers) performed a global evaluation of the center, which included also the status of the HRS4R. They were pleased with the progress we had made. For the 5-year evaluation we plan to continue following the plan as we will surely have to make changes in order to adapt to new circumstances.