



Human Resources Excellence in Research

Internal gap analysis and action plan for 2015 -
2017

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SWPS University of Social Sciences and Humanities

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1. Information regarding the SWPS University of Social Sciences and Humanities

The SWPS University of Social Sciences and Humanities (currently called in Polish: "SWPS Uniwersytet Humanistycznospołeczny", until June 2015: "Szkola Wyższa Psychologii Społecznej") is the first Polish non-public university which obtained a status of a non-public adjectival university. First students began their education in 1996 at the department of psychology. Within 19 years of functioning the SWPS University has significantly developed and, apart from the faculties created in Warsaw (the Faculty of Psychology, the Faculty of Social Sciences and Humanities and the Faculty of Law), the other faculties have been opened in Sopot, Wrocław, Katowice and Poznań.

Currently, over 15 thousand students study at the SWPS University on all levels of higher education, that is, on I degree (BA) studies, II degree (MA) studies, uniform integrated Master's degree studies, doctoral (PhD) studies and post-graduate studies. The University offers 18 courses within I and II degree studies, 4 departments on PhD studies and 94 departments and 55 training programmes on post-graduate studies, all within the following fields of study: psychology, sociology, law, social sciences and humanities.

The strategic objective of the University is the strengthening of its position in selected areas of social sciences and humanities as a renown scientific and educational centre, both in Poland and in the world. The foundation of the high level of education is sound and thorough work of the lecturers on their own scientific development. The University solicits for the realisation of this aim by means of:

- Conduct of scientific research – basic and applied – contributing to the development of the domestic and world science and culture, also helpful in satisfying current social needs;
- Maintenance and development of the position of the academic staff education centre in Poland;
- Significant increase in the commercialisation of research results.

As a result of the realisation of the strategic objectives, the SWPS University has received the right to award academic degrees awarded by the Central Commission for Degrees and Titles. Currently the University has doctoral rights at the following departments: psychology (in the Warsaw and Wrocław Faculties), cultural studies, sociology, law and literary studies and habilitation rights on the following departments: psychology (in Warsaw and Wrocław Faculties) and cultural studies.

Moreover, the University conducts constant international cooperation, both within the student and staff exchange programmes (Erasmus Plus, Atlantis) and international research programmes. The SWPS University took part in the realisation of the international research projects, among others, within The EU Framework Programme 6 and 7 (The Framework Programmes for Research and Technological Development), The Lifelong Learning Programme (LLP), thematic programmes of the European Union (e.g. JUSTICE), as well as it realised projects financed by Deutsch-Polonische Wissenschaftsstiftung. Every year the University realises about 300 research projects financed by public and non-public national institutions, European Union, international

institutions and through grants from the Ministry of Science and Higher Education on its statutory activity.

The results of the parametric evaluation periodically conducted by the Ministry of Science and Higher Education confirm high education level of the SWPS University. In the evaluation conducted in 2013, the Faculty in Wrocław acquired first place among all scientific institutions in the area of social sciences, acquiring the prestigious A+ category. Third place in the area of social sciences was also taken by the Faculty of Psychology with the A category. None of the units of the SWPS University acquired a lower category than the B category.

Every year the SWPS University of Social Sciences and Humanities reaches the top position in Polish rankings of the non-public universities, such as the ranking of "Perspektywy", the ranking of the National Science Centre, the ranking of "Wprost" and so on. "The Perspektywy University Ranking" is the most important classification of the academic units in Poland which takes into consideration in its evaluation the scientific effectiveness, prestige, scientific potential, internationalisation of studies, terms of education and innovation. Since five years unchangeably, the University may be found among the first three of the ranking of non-public Master's degree universities and among the first ten in the category of the chosen social sciences and humanities departments. Among all Polish universities, the SWPS University reached fourteenth place in 2015 (due to the change of the status of the University; in the past years it was not taken into consideration in this category).

Figure 1. The Perspektywy University Ranking of Non-Public Master's Degree Universities 2015 with positions reached in past years

Ranking Niepublicznych Uczelni Magisterskich

Rozwiń tabelę

2015	Nazwa uczelni	'14	'13	'12	'11	WSK
↑	↓	↓	↓	↓	↓	↓
1	Akademia Leona Koźmińskiego w Warszawie	1	1	1	1	100
2	SWPS Uniwersytet Humanistycznospołeczny	2	3	2	2	86.2
3	Polsko-Japońska Akademia Technik Komputerowych	3	2	3	3	74.0
4	Uczelnia Łazarskiego w Warszawie	4	4	5	5	64.0
5	Akademia Finansów i Biznesu Vistula	5	6	12	11	61.9

"The Perspektywy University Ranking" presented by the weekly journal "Wprost" evaluates universities as regards educating the best employees. 500 of the biggest Polish companies, whose representatives give answers to the question which specialists they need the most and which graduates they appreciate the highest, are examined every year. Among non-public universities the SWPS University reached the second place. In the general classification the University may be found among the first fifty reaching the eighteenth place, which puts it ahead of many universities and technical universities. At the same time it should be stressed that the position of the SWPS University in the general classification of the present ranking has significantly increased since the last year – from the forty-fourth place up to the eighteenth.

Figure 2. The "Wprost" Ranking of the non-public universities most appreciated by the employers

10 niepublicznych szkół wyższych najbardziej cenionych przez pracodawców	
1	Akademia Leona Koźmińskiego, Warszawa
2	Szkoła Wyższa Psychologii Społecznej, Warszawa
3	Wyższa Szkoła Bankowa w Poznaniu
4	Polsko-Japońska Wyższa Szkoła Technik Komputerowych
5	Uczelnia Łazarskiego, Warszawa
6	Collegium Civitas, Warszawa
7	Wyższa Szkoła Informatyki i Zarządzania, Rzeszów
8	Wyższa Szkoła Ekonomii i Informatyki, Kraków
9	Akademia Finansów i Biznesu Vistula, Warszawa
10	Społeczna Akademia Nauk, Warszawa

Figure 3. The "Wprost" Ranking of the universities most appreciated by the employers, the general classification

Ranking szkół wyższych WPROST	
50 szkół wyższych, których absolwenci są najczęściej poszukiwani przez pracodawców	
1	Politechnika Warszawska
2	Szkoła Główna Handlowa w Warszawie
3	Uniwersytet Warszawski
4	Politechnika Śląska
5	Akademia Górniczo-Hutnicza im. S. Staszica w Krakowie
6	Politechnika Wrocławska
7	Politechnika Gdańska
8	Politechnika Krakowska im. Tadeusza Kościuszki
9	Uniwersytet Ekonomiczny w Poznaniu
10	Politechnika Łódzka
11	Politechnika Poznańska
12	Uniwersytet Ekonomiczny we Wrocławiu
13	Uniwersytet Jagielloński
14	Akademia Leona Koźmińskiego
15	Wojskowa Akademia Techniczna im. Jarosława Dąbrowskiego w Warszawie
16	Uniwersytet Ekonomiczny w Krakowie
17	Uniwersytet Ekonomiczny w Katowicach
18	Szkoła Wyższa Psychologii Społecznej w Warszawie
19	Wyższa Szkoła Bankowa w Poznaniu
20	Uniwersytet im. Adama Mickiewicza w Poznaniu
21	Politechnika Białostocka
22	Uniwersytet Mikołaja Kopernika w Toruniu
23	Polsko-Japońska Wyższa Szkoła Technik Komputerowych
24	Uniwersytet Śląski w Katowicach
25	Uniwersytet Gdański
26	Szkoła Główna Gospodarstwa Wiejskiego w Warszawie
27	Politechnika Opolska
28	Politechnika Rzeszowska
29	Wyższa Szkoła Logistyki w Poznaniu
30	Uniwersytet Marii Curie-Skłodowskiej w Lublinie
31	Uniwersytet Przyrodniczy w Poznaniu
32	Akademia Sztuk Pięknych w Gdańsku
33	Akademia Sztuk Pięknych w Łodzi
34	Uniwersytet Łódzki
35	Uniwersytet Wrocłowski
36	Katolicki Uniwersytet Lubelski Jana Pawła II
37	Uniwersytet Przyrodniczy we Wrocławiu
38	Politechnika Lubelska
39	Politechnika Szczecińska
40	Uniwersytet Zielonogórski
41	Uniwersytet Rolniczy im. Hugona Kołłątaja w Krakowie
42	Uniwersytet Warmińsko-Mazurski w Olsztynie
43	Uniwersytet Kazimierza Wielkiego w Bydgoszczy
44	Uniwersytet Technologiczno-Przyrodniczy im. Jana i Jędrzeja Śniadeckich w Bydgoszczy
45	Akademia Morska w Gdyni
46	Uniwersytet Rzeszowski
47	Akademia Morska w Szczecinie
48	Politechnika Częstochowska
49	Uniwersytet Pedagogiczny im. KEN w Krakowie
50	Uniwersytet Kardynała Stefana Wyszyńskiego w Warszawie

Every year the National Science Centre publishes the rankings of the research units due to their activity in obtaining funding for research operation. In recent years the SWPS University occupies

high positions in these rankings due to the number of the applications receiving funding and due to the amount of funding.

Figure 4. The ranking of the research institutions due to the number of applications funded by the National Science Centre



The research activity of the scientific and scientific-didactic employees of the University, research facilities and the administration and management of projects are appreciated by the National Science Centre since years, which makes the SWPS University occupy high positions in their rankings. Among 185 research centres from the whole country which in 2014 acquired funds from the National Science Centre, the SWPS University reached fifteenth position (as regards the number of funding) and twentieth position (as regards the amount of funding), successfully competing with much larger scientific units. Also the ranking of the universities associated within the Conference of Rectors of Warsaw Universities classifies the research units due to the number of the applications funded and the amount of funding. In this qualification the University occupies the fourth place.

Figure 5. The ranking of the research institutions due to amount of the obtained funding



Figure 6. The ranking of the research institutions associated within the Conference of Rectors of Warsaw Universities

Konkursy NCN rozstrzygnięte w 2014 r.
Wyniki poszczególnych uczelni KRUW
wg. liczby przyznanych grantów

L.p.	Wnioskodawca	Liczba wniosków zakwalifikowanych do finansowania	Kwota przyznana ogółem [zł]
1.	Uniwersytet Warszawski	202	70,5 mln zł
2.	Politechnika Warszawska	44	18 mln zł
3.	Warszawski Uniwersytet Medyczny	24	14,2 mln zł
4.	Szkoła Wyższa Psychologii Społecznej	23	9,5 mln zł
5.	Szkoła Główna Handlowa	16	4,1 mln zł
6.	Akademia Leona Koźmińskiego	7	1,4 mln zł
7.	Szkoła Główna Gospodarstwa Wiejskiego	7	6,4 mln zł
8.	Uniwersytet Kardynała Stefana Wyszyńskiego	7	862 tys. zł
9.	Wojskowa Akademia Techniczna im. Jarosława Dąbrowskiego	3	1 mln zł
10.	Akademia Pedagogiki Specjalnej im. Marii Grzegorzewskiej	2	650 tys. zł
11.	Akademia Sztuk Pięknych	2	777 tys. zł

NCN NARODOWE CENTRUM NAUKI

Moreover, every year the Ministry of Science and Higher Education awards university students with funding for scientific research within the programme called "Diamond Grant" ("*Diamentowy Grant*"). Repeatedly among its laureates there are students of the SWPS University who, thanks to the acquired reward, may realise their research. Projects in the field of psychology are funded most often.

The SWPS University of Social Sciences and Humanities is not only an outstanding academic unit, shaping minds of many young people in fields of social sciences and humanities, but also an institution which prepares its students for the requirements of the labour market. Moreover, this University is an excellent research centre, which is shown not only by the awards and high positions acquired in the nationwide and international rankings. Within 19 years of its functioning the University received numerous doctoral rights (first were received only three years after its creation) and habilitation rights, awards and distinctions in the field of science and didactics, opened laboratories which educate students and also conduct scientific research. The achievements of the SWPS University are impressive not only due to their size but also due to the time within which subsequent strategic aims were acquired.

2. METHODOLOGY

The SWPS University of Social Sciences and Humanities expressed its support for the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (abbreviated as "the Charter and the Code") through signing by the Rector, professor Andrzej Eliaasz, of the Declaration of Support for the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers in October 2014. Moreover, the University created the internal Task Force HR Excellence for Research, composed of: Ms Angelika Łakomska, coordinator of the project, Ms Mariola Matusiewicz, Director, Human Resources, profesor Roman Cieślak, Vice-Rector for Science. The Task Force adopted the strategy of (1) the conduct of the analysis of the discrepancies between the recommendations of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers and the current practices of the SWPS University, as well as of the (2) preparation of the action plan based on identified discrepancies.

2.1. Internal analysis of the documentation

The Task Force proceeded with the realisation of the task, analysing the provisions of the Charter and the Code and comparing them with the legal acts and internal documents binding at the SWPS University, such as:

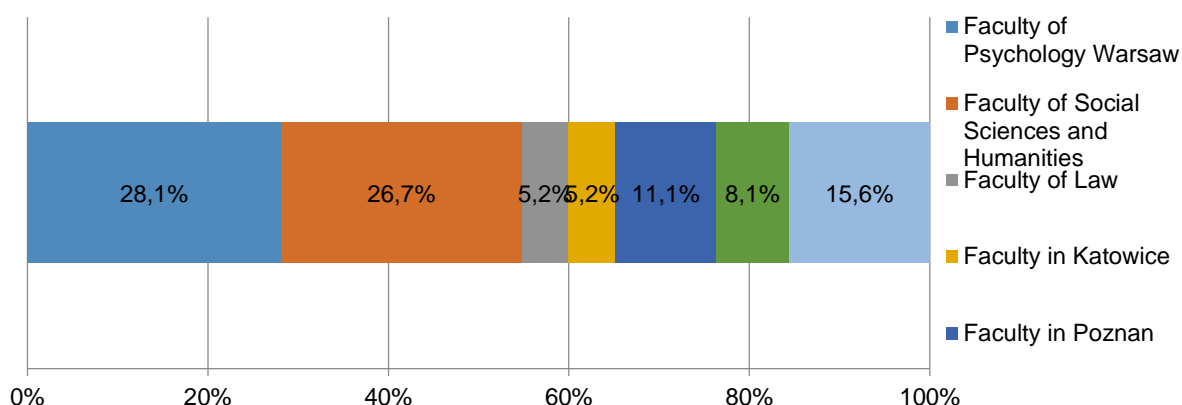
- University Statute,
- University Strategy,
- Work rules,
- Organisational rules,
- Faculty Council Rules of Order,
- Employees Evaluation Rules,
- Rector's Orders,
- Other written internal procedures concerning conduct of research, employment, remuneration and promotion of employees.

2.2. Research survey

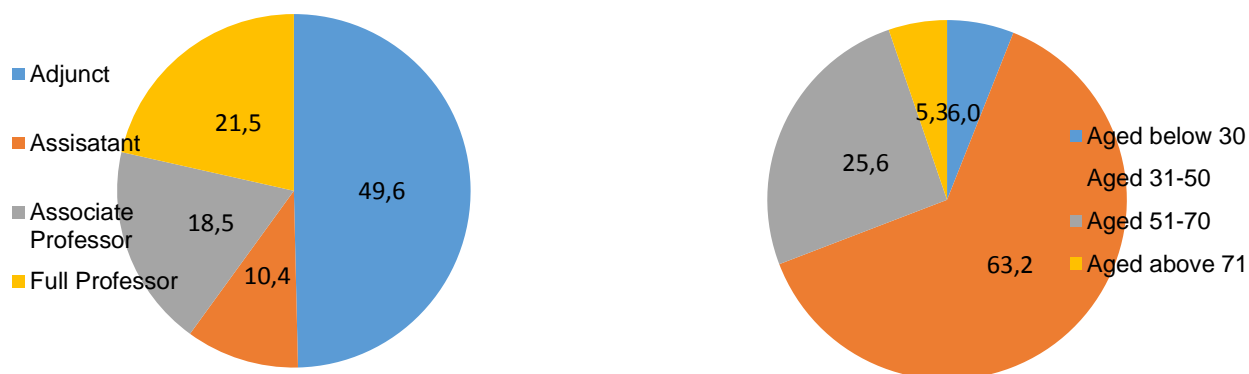
The subsequent step within the internal analysis was an anonymous survey, conducted among scientists working at the SWPS University. The respondents of the survey answered a questionnaire containing 40 criteria. These criteria must be met to apply for the "HR Excellence in Research" award. The employees were asked to determine to what extent, in their opinion, the University meets the particular criteria. The answers were given on a scale of 1 to 5 with the following ranking: 0 – not at all, 1 – to a very small extent, 2 – to a small extent, 3 – to an average extent / no opinion, 4 – to a big extent, 5 – to a very big extent. Those surveyed also mentioned actions which, in their opinion, could be undertaken in the future in order to streamline the realisation of the criteria of the Charter and the Code. The questionnaire contained full definitions of the parameters contained in the Charter and the Code, so the respondents not only precisely understood the content of the particular questions but also, during the research, had a possibility of becoming familiar with the provisions of the Charter and the Code. We invited all academic and research employees (i.e. 320 people), at various levels of their academic careers, from an adjunct

to full professor, to take part in the survey. The response rate was 42,8%, which means that 137 employees responded to the request of the Task Force. Among respondents adjuncts constituted the most numerous group (49,6%) and employees of the Faculty of Psychology in Warsaw (28,1%). Most frequently these were persons aged up to 50 who took part in the research (69,2%).

Graph 1. Participation of employees of particular faculties of the SWPS University in the survey research



Graph 2. Work position and age of the surveyed scientific-didactic employees



2.3. The analysis of the results and action planning

The results of the analysis of the documentation and survey research were summed up by the Task Force, and presented and discussed in detail during special workshop in which the following persons participated: Rector, Vice-Rectors, General Director, Faculty Deans and key administrative directors. The result of the workshop was a proposal of a plan of actions which will contribute to the limitation of the discrepancies between the rules of the functioning of the SWPS University and the rules of the Charter and the Code.

3. RESULTS OF INTERNAL ANALYSIS

An analysis of internal documentation demonstrated that the SWPS University observes all regulations and recommendations taken into account in the Charter and in the Code. However, the following should be brought about: (1) dissemination of knowledge of the existing regulations among the scientific and didactic staff and (2) their systematic updating in response to the changing external legal circumstances (e.g. Higher Education Act), and needs and ambitions of the scientific and didactic staff alone. In order to realise the above the following were planned: (1) creation of an Internet base of internal regulations and procedures, (2) implementing activating a system of reporting proposals of changes in existing regulations by the employees. Moreover, all new internal regulations will be implemented after the evaluation of their compliance with the provisions of the Charter and the Code, including the new strategy of the University which will be binding since 2017 onwards.

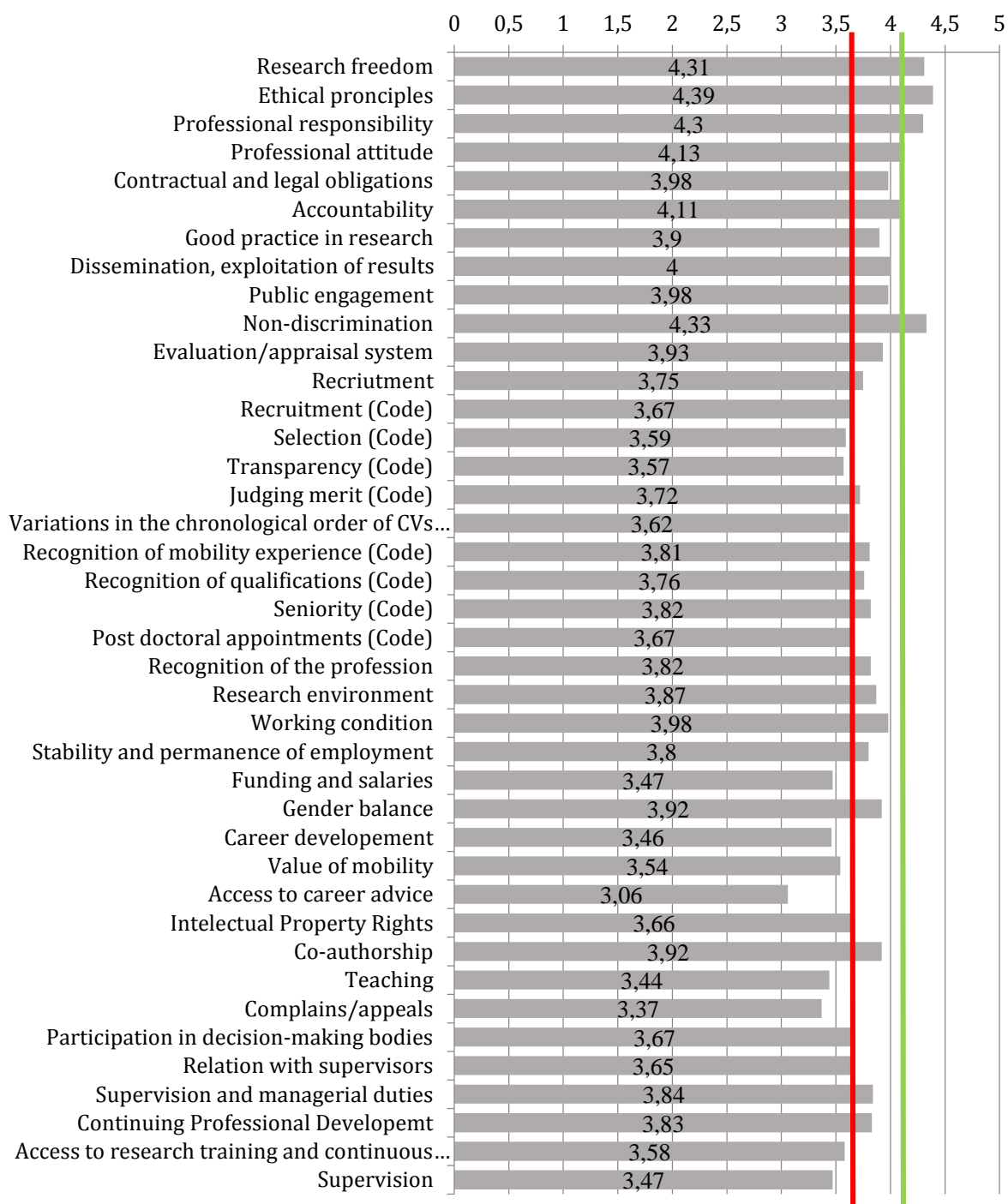
Research survey demonstrated how scientific employees evaluated current fulfilment by the University of the particular provisions of the Charter and the Code. A detailed analysis of the answers provided in response to the above showed that the majority of the evaluations were high. Generally, two categories of results may be distinguished: *strong sides* and *challenges*. The Task Force assumed that the actions evaluated as 4 and above (on a six-level scale: from 0 to 5) are our strong sides while actions evaluated as 3,5 and below are the challenges which our University is confronted with.

The strong sides of the University are: Freedom of scientific research (4,31), Ethical principles (4,39), Professional responsibility (4,30), Professional attitude (4,13), Responsibility (4,11), Dissemination and exploitation of the results (4,00) and Non-discrimination principle (4,33).

In contrast, the areas in the following categories turned out to be the challenges for the University: Funding and remuneration (3,47), Development of the professional career (3,46), Access to professional career advice (3,06), Teaching (3,44), Complaints/Appeals (3,37) and Scientific supervision (3,47).

Further parts of the present document contain: (a) a precise description of the criteria whose realisation requires support and improvements on an institutional level, (b) details of the current solutions and also (c) a plan of actions for the SWPS University in order to fully realise the objectives of the Charter and the Code.

Graph 1. Results of the questionnaire "HR Excellence in scientific research"



The scale of answers to the question to what extent the SWPS University meets particular criteria: 0 – not at all, 1 – to a very small extent, 2 – to a small extent, 3 – to an average extent/ no opinion, 4 – to a large big extent, 5 – to a very large extent.

General Principles and Requirements applicable to Researchers:

3.1. Research freedom (M=4,31)

Definition contained in the European Charter for Researchers

Researchers should focus their research for the good of mankind and for expanding the frontiers of scientific knowledge, while enjoying the freedom of thought and expression, and the freedom to identify methods by which problems are solved, according to recognised ethical principles and practices. Researchers should, however, recognise the limitations to this freedom that could arise as a result of particular research circumstances (including supervision/guidance/management) or operational constraints, e.g. for budgetary or infrastructural reasons or, especially in the industrial sector, for reasons of intellectual property protection. Such limitations should not, however, contravene recognised ethical principles and practices, to which researchers have to adhere.

Current practices of the SWPS University

The SWPS University treats freedom of scientific research as a priority and acts upon that assumption in a responsible way. Freedom of research is guaranteed in the *Law on Higher Education*. Those provisions are observed by Polish universities. In the *Strategy* we state that our activity in the area of research and education is the fulfilment of our duties towards the society. The freedom which researchers enjoy takes multiple forms, from the freedom of speech to the possibility of shaping the areas of research and choose adequate methodologies. Limitations of these freedoms arise from the respect of other people's rights and the procedures that follow. One of the signs of respecting other people's rights is the work of the *Committee for Ethics in Empirical Studies with the Participation of People as Subjects*. The Committee supports efforts undertaken by researchers for the purpose of securing the well being of persons subjected to empirical studies and issues opinions regarding research projects from the point of view of observing ethics principles. The Committee and its departmental counterparts issue opinions from the viewpoint of ethics, with respect to all the sponsored research projects, including by the National Science Centre and the European Commission.

Actions to be implemented: none

3.2. Ethical principles (M=4,39)

Definition contained in the European Charter for Researchers

Researchers should adhere to the recognised ethical practices and fundamental ethical principles appropriate to their discipline(s) as well as to ethical standards as documented in the different national, sectoral or institutional Codes of Ethics.

Current practices of the SWPS University

Scientific and didactic employees are obliged to observe ethical principles set out in the *Researcher Code of Ethics* applicable in the SWPS University. The aforementioned code was prepared based on the *European Code of Conduct for Research Integrity* which was jointly ratified by the European Science Foundation (ESF) and All European Academies (ALLEA). The code is applicable with respect to all the researchers. "*Fundamental, universal ethical principles which the integrity and credibility of science relies on shall be binding upon the representatives of all*

scientific disciplines without exception." The University recognises the universal nature of principles like diligence in presenting goals in intentions of research, critical evaluation of own results, basing interpretations and conclusions solely on facts, impartiality in the approach to the problem under study, independence from external influences on the research being conducted.
Actions to be implemented: none

3.3. Professional responsibility (M=4,3)

Definition contained in the European Charter for Researchers

Researchers should make every effort to ensure that their research is relevant to society and does not duplicate research previously carried out elsewhere. They must avoid plagiarism of any kind and abide by the principle of intellectual property and joint data ownership in the case of research carried out in collaboration with a supervisor(s) and/or other researchers. The need to validate new observations by showing that experiments are reproducible should not be interpreted as plagiarism, provided that the data to be confirmed are explicitly quoted. Researchers should ensure, if any aspect of their work is delegated, that the person to whom it is delegated has the competence to carry it out.

Current practices of the SWPS University

The University invests in the development of science. The above is carried out through research which responds to actual human needs. Scientific and didactic employees have tangible influence on the development of numerous research disciplines. The results of research which they conduct are applied in numerous sectors of economy and social life, e.g. neuro-cognitive study brain development, linguists clarify official language, scientists from Wrocław engage in combating obesity, social psychologists fight discrimination in schools, business psychologists discover the dark side of money, political and social scientists examine the condition of Polish democracy.

The problem of originality and standards of research falling outside the scope of the Researcher Code of Ethics is also regulated in the Polish law, among others in the *Act on Copyright and Related Rights* and the *Act on Higher Education*. Upon signing their work contract, all the scientific and didactic employees undertake to observe the aforementioned regulations regarding the observance of intellectual property rights. The relevant provision in the work contracts is as follows:

§ 3

EMPLOYEE'S OBLIGATIONS

Upon commencement of employment in the SWPS University, an employee undertakes to participate in the scientific, didactic and organisational mission and strategy of the university.

Scientific activity

- 1. Conducting research activity in a manner respecting the right of ownership, copyrights, ethical principles, standards and procedures applicable in the university and the provisions of Polish law.*

The internal set of provisions regulating the issue of plagiarism in the SWPS University with respect to undergraduates and Ph.D. students is the *Rector's Order of 30 April 2010* and *2 April 2014* regarding the anti-plagiarism procedure and submission of papers to the Plagiat.pl system. Any violation of the provisions of the aforementioned acts of law and internal procedures gives rise to harsh legal and social penalties.

Actions to be implemented: none

3.4. Professional attitude (M=4,13)

The definition of the European Charter for Researchers

Researchers should be familiar with the strategic goals governing their research environment and funding mechanisms, and should seek all necessary approvals before starting their research or accessing the resources provided. They should inform their employers, funders or supervisor when their research project is delayed, redefined or completed, or give notice if it is to be terminated earlier or suspended for whatever reason.

Current practices of the SWPS University

The University has established a Scientific Research Office (*Biuro ds. Badań Naukowych, BDBN*) which is a central administrative unit supporting the scientific efforts of SWPS University researchers. The Scientific Research Office operates based on the model of permanent and on-going support for researchers in the completion of their projects. Each project manager receives support from a dedicated administrative employee on every stage beginning with the application, to the execution, to the completion of the project. BDBN realises the University's mission and strategy in the scope of obtaining and appropriately utilising funds for the completion of scientific research financed from internal and external sources. The fundamental responsibilities of the Scientific Research Office include, among others: disseminating information on the structure and goals of domestic and international research programmes and the sources of financing of research activity, assistance in sourcing partners and establishing scientific consortia; preparing Polish teams to coordinate international research consortia, gathering information on the submitted applications and executed projects, preparing reports and statistics regarding the participation of SWPS University employees in research projects, coordinating and supervising the process of reporting project completion in line with the requirements of the financing institutions.

Actions to be implemented: none

3.5. Contractual and legal obligations (M=3,98)

Definition contained in the European Charter for Researchers

Researchers at all levels must be familiar with the national, sectoral or institutional regulations governing training and/or working conditions. This includes Intellectual Property Rights regulations, and the requirements and conditions of any sponsor or funders, independently of the nature of their contract. Researchers should adhere to such regulations by delivering the required results (e.g. thesis, publications, patents, reports, new products development, etc.) as set out in the terms and conditions of the contract or equivalent document.

Current practices of the SWPS University

The University employees are familiarised with the national and internal regulations via the Virtual University which contains orders, resolutions and procedures applicable to, among others, the problem of intellectual property rights. The Scientific Research Office also provides support in this matter by organising seminars and training sessions dedicated to the practical aspects of management of research projects and exchange of experiences gathered in this respect so far.

Furthermore, each employee has provisions contained in their individual work contract regarding the observance of the *Intellectual Property Regulations and Principles of Commercialisation of Research Results and Development Efforts*. The relevant provision in the work contracts is as follows:

§ 7

INTELLECTUAL PROPERTY

The employee shall be obliged to observe provisions of the Intellectual Property Regulations and Principles of Commercialisation of Research Results and Development Efforts.

The protection of intellectual property is also present in the Regulations of Appraisal of Academic Teachers in para. 2 pt. 8: *"The appraisal of academic teachers should include the question of observance of copyright and related rights as well as intellectual property rights"*

Actions to be implemented: none

3.6. Accountability (M=4,11)

Definition contained in the European Charter for Researchers

Researchers need to be aware that they are accountable towards their employers, funders or other related public or private bodies as well as, on more ethical grounds, towards society as a whole. In particular, researchers funded by public funds are also accountable for the efficient use of taxpayers' money. Consequently, they should adhere to the principles of sound, transparent and efficient financial management and cooperate with any authorised audits of their research, whether undertaken by their employers/funders or by ethics committees. Methods of collection and analysis, the outputs and, where applicable, details of the data should be open to internal and external scrutiny, whenever necessary and as requested by the appropriate authorities.

Current practices of the SWPS University

The problem of responsibility and reporting on the results of scientific research is regulated in the Rector's Order of 6 November 2012 regarding the *Principles of Completion of Research Projects*. Furthermore, the Scientific Research Office coordinates and supervises the correctness of the process of execution and reporting on projects in line with the requirements of the financing institutions. The Scientific Research Office is also responsible for the process of concluding contracts with external institutions financing the research carried out at the University by verifying the reliability of use of the granted funds. Upon commission of the financing institutions or pursuant to internal procedures, the University holds regular audits aimed at the evaluation of the reliability of expenditure and settlement of the funding granted for the purpose of research. The documentation regarding the completion of projects is stored in a unified form which ensures convenient access thereto. The control procedures are supported by the IT systems functioning throughout the University in the area of finance and staff management.

Actions to be implemented: none

3.7. Good practice in research (M=3,9)

Definition contained in the European Charter for Researchers

Researchers should at all times adopt safe working practices, in line with national legislation, including taking the necessary precautions for health and safety and for recovery from information technology disasters, e.g. by preparing proper back-up strategies. They should also be familiar with the current national legal requirements regarding data protection and confidentiality protection requirements, and undertake the necessary steps to fulfil them at all times.

Current practices of the SWPS University

The employer is responsible for the observance of occupational health and safety regulations (Pol. *Bezpieczeństwo i Higiena Pracy, BHP*). For the purpose of compliance with the aforementioned regulations, all University employees undergo mandatory training on the provisions of the *Labour Code*. Prior to the commencement of work, each new employee undergoes induction training and workplace instruction specific for their position. Regular OHS training is conducted not less than once every 6 years. In order to ensure safe conditions of work and provide personnel with appropriate training, the University employs a Work Safety Specialist. Furthermore, as part of the induction programme for new employees, in the first month of work all new researchers familiarise themselves with national regulations on the protection of personal data. In order to protect personal data and confidentiality of information, the University has implemented a *Security Policy* as well as an *IT System Management Manual*. Furthermore, the position of Information Security Administrator was created for the purpose of ensuring compliance with the personal data protection regulations in line with the currently applicable law on the protection of personal data.

Actions to be implemented: none

3.8. Dissemination, exploitation of results (M=4)

Definition contained in the European Charter for Researchers

All researchers should ensure, in compliance with their contractual arrangements, that the results of their research are disseminated and exploited, e.g. communicated, transferred into other research settings or, if appropriate, commercialised. Senior researchers, in particular, are expected to take a lead in ensuring that research is fruitful and that results are either exploited commercially or made accessible to the public (or both) whenever the opportunity arises.

Current practices of the SWPS University

As part of the University's activity, employees are encouraged to disseminate and utilise the results of scientific research. The University has established its own publishing house for that purpose (*Wydawnictwo Uniwersytetu SWPS*). Since the moment of its establishment, the house has been publishing textbooks, monographs, scripts, magazines, doctoral dissertations and postgraduate papers by the University's researchers. Owing to the established cooperation with renowned academic editors, the publishing house helps in the presentation of the scientific output by initiating co-edition projects and supporting other valuable efforts from the substantive and organisational perspective. Owing to the above, the readers can enjoy a rich and diverse offer of

publications in the area of social humanities and social sciences, e.g. psychology, social psychology, cultural studies, linguistics and literature, philosophy, education, ethics, sexology and history. Apart from books, the SWPS University publishing house offers also periodical publications:

Kultura Popularna - publishes articles on the most interesting cultural phenomena in the modern world.

Acta Sueco-Polonica - presents various aspects of the mutual relations between Poland and Scandinavia in the area of culture, language and history, as well as the achievements of researchers from Scandinavia, Poland and other European countries.

Themis Polska Nova - a publishing project by the Faculty of Law at the SWPS University. The title refers to some of the finest traditions of Polish legal magazines, which is at the same time an obligation to maintain the extremely high level which they exhibited.

Dissemination of information regarding the scientific research conducted at the University takes place via the University's website which features up to date information on the interesting achievements and the scientific output of the researchers <http://www.swps.pl/warszawa/nauka-i-rozwoj/warszawa-badania-i-projekty-doniesienia-ze-swiata-nauki>).

Information regarding research projects carried out at the University are available online in the research project database (<http://www.swps.pl/warszawa/nauka-i-rozwoj/warszawa-biuro-badan-naukowych/baza-projektow-badawczych>), with the relevant publications available in the Knowledge Base repository (<http://bw.swps.edu.pl/index.seam>).

The University has established a press centre which supports the popularisation of results of the research conducted at the University. The University also supports its scientific employees in the promotion of research projects in the media. We provide reliable and attractive popular scientific content to journalists and we assist in the sourcing of comments from our scientists as experts in their fields.

Furthermore, the SWPS University actively cooperates in the performance of research and the implementation of their findings with numerous scientific and cultural institutions, public administration, financial institutions and businesses. Long-term cooperation agreements concluded with institutions at home and abroad (e.g. Centrum Nauki Kopernik, Necki Institute of Experimental Biology, Santander Universidades, University of Colorado etc.) prove the continuity and usefulness of the research conducted by the University. The implementation projects, pursued in cooperation with businesses or upon commission of particular entrepreneurs, are an example of effective commercialisation of research conducted by the University's scientists.

Actions to be implemented: SWPS University is committed to supporting its academic employees in communication, dissemination and commercialisation of their research results. University's Strategic Plan for 2017-2020 will be focused on these activities.

3.9. Public engagement (M=3,98)

Definition contained in the European Charter for Researchers

Researchers should ensure that their research activities are made known to society at large in such a way that they can be understood by non-specialists, thereby improving the public's understanding of science. Direct engagement with the public will help researchers to better

understand public interest in priorities for science and technology and also the public's concerns.

Current practices of the SWPS University

Similarly to many other universities in the world, the SWPS University engages in, and develops, collaboration with the social and business environment. It strives to use its potential and specific nature to the full in order not only to contribute to the development of knowledge, but also to its wider practical application. In order to ensure the sharing of scientific activity with the society and popularise science, the University engages in, among others, the following projects: *Strefa Psyche*, *Strefa Rodzica* and *Strefa Młodzieży*. The aim of the *Strefa Psyche* project is to popularise psychological knowledge on the highest level and in an extremely broad scope, as well as to discover the possibilities offered by psychology in various areas of private and professional life. *Strefa Rodzica* is another project of the SWPS University, whose beneficiaries are parents and children. Outstanding scientists and experts in the field of pedagogy discuss problems related to child psychology, psycho dietetics, sexuality and supporting the development of children and adolescents. *Strefa Młodzieży* is an innovative preventive and educational project aiming to support the development of young people in adolescence, and also their parents and teachers, in the task of building better working relations with each other. Psychological meetings are held, during which the issue of growing up and the related problems and disorders which appear at that particular time are discussed. Discussions also include taboos, differences between individuals and the possible solutions to often very serious problems. The researchers from the SWPS University share their knowledge and experience with a wide audience via some of the most popular daily newspapers in Poland, including as part of the *Objąć Muzeum* (Eng. Embrace the Museum) initiative by *Gazeta Wyborcza*. They comment on the current events and explain social phenomena.

Actions to be implemented: none

3.10. Relation with supervisors (M=3,65)

Definition contained in the European Charter for Researchers

Researchers in their training phase should establish a structured and regular relationship with their supervisor(s) and faculty/departmental representative(s) so as to take full advantage of their relationship with them. This includes keeping records of all work progress and research findings, obtaining feedback by means of reports and seminars, applying such feed- back and working in accordance with agreed schedules, milestones, deliverables and/or research outputs.

Current practices of the SWPS University

As part of the process of evaluation of academic teachers, the direct superior prepares an *Academic Activity Plan* together with the scientific or didactic employee. This document specifies the aims and objectives, along with a schedule for their completion. The Plan is prepared in cooperation with the employee's direct superior and subsequently submitted for approval of the Dean. Progress in the completion of the Plan is systematically monitored with both the Dean and the direct superior, acting as scientific supervisor, obliged to support the employee in the achievement of their planned goals.

The *Knowledge Base* functioning at the University is a tool which enables young scientists to take advantage of the scientific output of our researchers, and also enables registration of their achievements and results in the area of science.

Actions to be implemented: none

3.11. Supervision and managerial duties (M=3,84)

Definition contained in the European Charter for Researchers

Senior researchers should devote particular attention to their multi-faceted role as supervisors, mentors, career advisors, leaders, project coordinators, managers or science communicators. They should perform these tasks to the highest professional standards. With regard to their role as supervisors or mentors of researchers, senior researchers should build up a constructive and positive relationship with the early-stage researchers, in order to set the conditions for efficient transfer of knowledge and for the further successful development of the researchers' careers.

Current practices of the SWPS University

An important element in the management of the University is building relations between senior, more experienced employees and the junior scientific and didactic employees. Senior employees not only conduct classes for students, but also actively work for the benefit of the academic society with, among others, workshops for Ph.D. students and young employees on publishing, applying for grants and perfecting their research tools. Information on the aforementioned initiatives are passed on to the employees via the official channels of communication as well as social media, for instance a discussion forum for the University's employees. The *Press Centre* functioning at the University is another possible channel for the scientific employees to pursue the goal of popularising science. As proof of good practice in the area of shaping student-master relationships, four of the SWPS University researchers received the prestigious *Mistrz* (Eng. Master) prize, awarded by the Foundation for Polish Science, in recognition of their contribution to the education of the young generation of scientists. The system of periodic grades functioning at the University supports building relations where the superior acts as supervisor, mentor and consultant for the benefit of the development of the young scientist's professional career and the achievement of goals set for them.

Actions to be implemented: none

3.12. Continuing Professional Development (M=3,83)

Definition contained in the European Charter for Researchers

Researchers at all career stages should seek to continually improve themselves by regularly updating and expanding their skills and competencies. This may be achieved by a variety of means including, but not restricted to, formal training, workshops, conferences and e-learning.

Current practices of the SWPS University

The SWPS University a human resources policy where high quality scientific and didactic staff are the most valuable asset and the most significant influence on the quality of research and the didactic process. The University is committed to constantly raise the level of education, research and development of the scientific and didactic employees. The SWPS University provides academic teachers with the right conditions for their scientific and didactic development. Every year, the University allocates funds for scientific and research activity, participation in

conferences, the system of rewarding employees for their publications and motivating researchers to apply for grants in the framework of international cooperation. Academic teachers have the opportunity to participate in trainings organised by specialised institutions, and also workshops and conferences dedicated to the problem of educating high school students. The University supports academic teachers in obtaining practical competences in the areas connected with their work by encouraging them to take advantage of post-graduate studies and trainings held by the Centre for Post-Graduate Studies and Training Programs on very favourable conditions. The University also enables continuation of studies through the enrolment in first or second cycle study programmes or uniform studies on extremely favourable financial conditions. The University covers the costs of doctoral and post-doctoral programmes of its scientific employees regardless of whether they are completed at the University or outside it.

Currently, works are under way to establish the *Didactic Development Fund* for the purpose of ensuring systematic training schemes and didactic consultancy in the areas specifically adjusted to the tasks arising from the University's development strategy in the scope of academic teaching, as well as responding to the needs identified based on the evaluation of teaching results and internal opinions. Also, for the past several years the University has been operating a *Research Development Fund*, set up for the benefit of researchers wishing to initiate new directions of study or expand their research field. Applications are accepted in an open tender.

Actions to be implemented: none

General Principles and Requirements applicable to Employers and Funders:

3.13. Recognition of the profession (M=3,82)

Definition contained in the European Charter for Researchers

All researchers engaged in a research career should be recognised as professionals and be treated accordingly. This should commence at the beginning of their careers, namely at postgraduate level, and should include all levels, regardless of their classification at national level (e.g. employee, postgraduate student, doctoral candidate, post-doctoral fellow, civil servants).

Current practices of the SWPS University

The University supports scientific and didactic employees on all stages of their careers, including young doctors (adjuncts) and Ph.D. students. Scientific and didactic employees are treated as professionals and high-level specialists in their disciplines, who contribute to the development of global scientific resources. Ph.D. students receive substantive, logistic and financial support in organising conferences and other scientific initiatives, which are relevant from the point of view of their doctoral dissertations. They can also count on support in terms of cooperation with foreign science centres which they visit for research apprenticeships, international conferences and symposiums.

Actions to be implemented: none

3.14. Non-discrimination (M=4,33)

Definition contained in the European Charter for Researchers

Employers and/or funders of researchers will not discriminate against researchers in any way on the basis of gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic condition.

Current practices of the SWPS University

The SWPS University observes the principle of non-discrimination. That principle is expressed in the Work rules which are binding upon all employees:

Chapter XVI
EQUAL TREATMENT IN EMPLOYMENT
§ 91

Employees should be treated equally in terms of conclusion and termination of the employment relationship, conditions, promotion and access to training for the purpose of increasing professional qualifications, in particular regardless of their gender, age, disabilities, race, religion, nationality, political opinions or trade union membership, ethnic origin, faith, sexual orientation, and also regardless of whether they are employed for an indefinite or a definite period of time, part-time of full-time.

§ 92

Equal treatment in employment means not discriminating in any way, directly or indirectly, against any person for reasons specified in § 91.

In the Polish reality the principle of non-discrimination is understood primarily in relation to gender. The University ensures equal opportunities to women by enabling them to return to work after maternity or childcare leave. The same principle applies to men taking advantage of paternity leaves.

Actions to be implemented: none

3.15. Research environment (M=3,87)

Definition contained in the European Charter for Researchers

Employers and/or funders of researchers should ensure that the most stimulating research or research training environment is created which offers appropriate equipment, facilities and opportunities, including for remote collaboration over research networks, and that the national or sectoral regulations concerning health and safety in research are observed. Funders should ensure that adequate resources are provided in support of the agreed work programme.

Current practices of the SWPS University

The SWPS University is the home for 12 research centres conducting international projects on the highest level. Lecturers and students also benefit from the engagement of supporting units such as the Office for Research which provides comprehensive support on each step of the preparation and execution of a research project, or laboratories which offer modern equipment and specialised software for scientific experiments and analysing their results.

Establishment of optimal conditions and a stimulating research environment is carried out by:

- development and provision of research infrastructure, also as part of the tenders organised by the *Research Development Fund*, in which applicants compete for funds for their plans of extending infrastructure;
- agreements concluded with external research centres, establishing consortia for the purpose of undertaking joint research activities and mutual utilisation of the parties' research equipment,
- ensuring support in the area of training and services for research and development projects by the Scientific Research Office,
- ensuring the purchase of equipment and its maintenance, as well as ensuring means of remote communication by the IT department,
- allocating some of the means from the indirect costs of the research projects to activities supporting the work of the persons carrying out such projects, in line with the instructions of the relevant project manager,
- ensuring resources necessary for the organisation of meetings by the University's organisational units which are accessible also for members of other institutions (for instance by providing accommodation),
- support for on-going development of researchers and stimulating them to expand their potential.

Furthermore, for the purpose of ensuring comfort of scientific and professional activities, the SWPS University invests in the development of the infrastructure of its buildings and laboratories and also encourages and supports employees in the process of applying for research grants which include funding of research infrastructure.

Actions to be implemented: none

3.16. Working conditions (M=3,98)

Definition contained in the European Charter for Researchers

Employers and/or funders should ensure that the working conditions for researchers, including for disabled researchers, provide where appropriate the flexibility deemed essential for successful research performance in accordance with existing national legislation and with national or sectoral collective-bargaining agreements. They should aim to provide working conditions which allow both women and men researchers to combine family and work, children and career. Particular attention should be paid, inter alia, to flexible working hours, part-time working, tele-working and sabbatical leave, as well as to the necessary financial and administrative provisions governing such arrangements.

Current practices of the SWPS University

The University provides its employees with such conditions of work which facilitate achieving high excellent scientific and didactic results. Scientific and didactic employees carry out their duties within the scope of a predefined number of annual didactic hours, which is regulated in the SWPS University Statute and in the individual work contracts. Due to the research efforts under way, the University operates a flexible working hours scheme, including a reduction in the didactic hours, reduction of the basic working time or granting paid research leave. It is crucial for the University to enable the employees maintain a healthy work-live balance.

Actions to be implemented: none

3.17. Stability and permanent employment (M=3,8)

Definition contained in the European Charter for Researchers

Funders and/or employers should ensure that any lack of stability of employment conditions has no negative impact on the output of the scientists. For that reason the aforementioned parties should, where reasonable, undertake to improve the stability of employment conditions for scientific employees, at the same time observing and implementing the principles and conditions specified EU Directive on Fixed-Term Work.

Current practices of the SWPS University

It is in the best interests of the University to ensure stable conditions of employment to its employees. The Polish law, expressed in the Labour Code, allows for the conclusion of work contracts covering a definite period of time without a time limit. However, the University has implemented more favourable principles of employment, which are laid down in the *Principles for the Employment and Dismissal of Academic Teachers*.

III. 1. Conclusion of work contracts.

- 1. A work contract for the position of professor and full professor is concluded for a definite period of 2 years. Subsequently, the next contract is concluded for an indefinite period of time. In certain extreme cases, depending on the needs of the faculty, the first work contract may be concluded indefinitely.*
- 2. A work contract for the position of visiting professor and full professor is concluded for a definite period of time with a holder of the title of professor or Ph.D. (Pol. doktor habilitowany). Detailed principles of employment are contained in appendix no. 1 to this procedure.*
- 3. A work contract for the position of adjunct is concluded for a definite period of up to 8 years.*

In order to ensure stable employment and financing conditions to the scientific and didactic employees, following completion of a research project the University pays remuneration for the next six months in order to facilitate the efforts to obtain another research grant.

Actions to be implemented: none

3.18. Funding and salaries (M=3,47)

Definition contained in the European Charter for Researchers

Employers and/or funders of researchers should ensure that researchers enjoy fair and attractive conditions of funding and/or salaries with adequate and equitable social security provisions (including sickness and parental benefits, pension rights and unemployment benefits) in accordance with existing national legislation and with national or sectoral collective bargaining agreements.

This must include researchers at all career stages including early-stage researchers, commensurate with their legal status, performance and level of qualifications and/or responsibilities.

Current practices of the SWPS University

The SWPS University employs scientific-didactic employees within employment contract with ensuant benefits (social security, parental leave, social benefits) in accordance with the binding national and European legislation. Employees may also use the following privileges: funding of private medical care, funding of participation in sport activities and culture, as well as holiday vouchers. Every year the University spends 2% of a remuneration budget on the appraisal of the best employers in the area of scientific, didactic and organisational activity. Moreover, the University encourages and provides employees with administrative support in order to acquire means for the realisation of research projects and additional remuneration from external funds.

However, the analysis of the amount of remuneration within particular professional groups (professors, habilitated doctors, doctors (PhD holders), assistants) shows big discrepancy between levels of remuneration of the particular groups.

Undertaken and planned actions

There were prepared and implemented procedures *"the Policy on Employment and Termination of Employment of Research Teachers at the SWPS"* (in Polish: *"Polityka Zatrudnienia i Zwalniania Nauczycieli Naukowych w SWPS"*) which recommend an adequate level of remuneration according to the level of qualifications and scope of duties.

The SWPS University, taking into consideration the increase in the awareness of the scientific staff as regards finances and employment policy, takes steps supporting communication in this area. For this purpose a widely available handbook will be prepared and implemented (the document will be placed in the internal communication network), containing detailed information regarding guaranteed financial and beyond financial benefits for the University employees. The data contained in the document enable building of awareness and full flow of information regarding issues connected with finances and employment at the SWPS University.

As the improvement of the financial conditions of the employees of the SWPS University to a large extent results from their scientific promotion (a PhD, habilitation, professorship), the actions supporting the scientific promotion of a young staff will be strengthened.

3.19. Gender balance (M=3,92)

Definition contained in the European Charter for Researchers

Funders should aim for a representative gender balance at all levels of staff, including at supervisory and managerial level. This should be achieved on the basis of an equal opportunity policy at recruitment and at the subsequent career stages without, however, taking precedence over quality and competence criteria. To ensure equal treatment, selection and evaluation committees should have an adequate gender balance.

Current practices of the SWPS University

The university supports the idea of gender balance, among others through ensuring equal chances in the recruitment process and in the access to the subsequent stages of the scientific, didactic or administrative career. Both in the process of recruitment and promotion, the key criteria are outlined by substantive aspects such as competency, experience, scientific and didactic

achievement and organisational skills. The gender ratio among the University employees is 551% men to 49% women.

Actions to be implemented: none

3.20. Career development (m=3,46) / access to the professional career advice (M=3,06)

The definition of the European Charter for Researchers

Employers and/or funders of researchers should draw up, preferably within the framework of their human resources management, a specific career development strategy for researchers at all stages of their career, regardless of their contractual situation, including for researchers on fixed-term contracts. It should include the availability of mentors involved in providing support and guidance for the personal and professional development of researchers, thus motivating them and contributing to reducing any insecurity in their professional future. All researchers should be made familiar with such provisions and arrangements.

Employers and/or funders should ensure that career advice and job placement assistance, either in the institutions concerned, or through collaboration with other structures, is offered to researchers at all stages of their careers, regardless of their contractual situation.

Current practices of the SWPS University

Higher Education Act, Act on academic degrees and academic title and degrees and title in art. of 14.03.2003 (as amended) and internal documents of the SWPS University (e.g. the Statute of the SWPS University) stipulates the following development of the professional career: assistant, adjunct, habilitated doctor, professor. At the same time, the University provides for 3 paths of development:

1. Scientific-didactic path: combines both a scientific and didactic path; within this path an employee may acquire subsequent degrees and academic titles and be promoted to the subsequent position within an academic hierarchy (from an assistant to a professor);
2. Scientific path: persons who achieve outstanding scientific achievements may apply for convening of a research centre within which they may create their own research team. Together with the team, an employee conducts research within acquired grants. This is connected with the reduction of the number of didactic classes or a complete exemption from the obligation to conduct minimum number of didactic hours (in Polish: "*pensum*");
3. Didactic path: an employee may devote him- or herself to this path which gives him or her a possibility of obtaining a position of a lecturer or a senior lecturer; an access of such an employee to the administrative positions is limited to those connected with the organisation of didactics, i.e. e.g.: a proxy for a dean for internships, a deputy-dean for students affairs, a student tutor and so on.

The SWPS University also provides for chances for development for persons who demonstrate organisational capabilities in the area of team management, appointing them to the positions of heads or directors of the particular units, such as a department, chair or institute.

A superior or an appointed scientific supervisor of an employee being at an early stage of an academic career (assistant, adjunct), is obliged to observe and support his or her professional development. In accordance with the Higher Education Act a subsequent promotion should take place within 8 years. This time is used not only for scientific development but also for recognition as to which professional development path is the most optimal one, including beyond academic career.

Undertaken and planned actions

Within the staff policy, in 2015 the SWPS University implemented a new evaluation system for the scientific-didactic staff. The essence of the system is the emphasis on the academic action planning and on achieving of the professional objectives agreed with one's superior. The whole system relates to the idea of managing through objectives. The superior together with the employee sets objectives and the date of their realisation, offers support and guidance regarding the personal and professional development of an employee. This also allows the individualisation of career paths of an employee depending on the personal and professional conditions. This system contributes to the increase of the motivation of an academic employee in the realisation of the objectives. All employees have full access to the binding documents through a widely available portal. The formal monitoring of the progress in the realisation of the academic plans takes place annually.

3.21. Value of mobility (M=3,54)

Definition contained in the European Charter for Researchers

Employers and/or funders must recognise the value of geographical, intersectoral, inter- and trans-disciplinary and virtual mobility as well as mobility between the public and private sector as an important means of enhancing scientific knowledge and professional development at any stage of a researcher's career. Consequently, they should build such options into the specific career development strategy and fully value and acknowledge any mobility experience within their career progression/appraisal system. This also requires that the necessary administrative instruments be put in place to allow the portability of both grants and social security provisions, in accordance with national legislation.

Current practices of the SWPS University

The University supports the mobility of its employees recognising that it plays key role in the building of European higher schooling system. Conducting classes with students of foreign universities enables the lecturers to learn about different teaching methodologies and expand their knowledge. Foreign trips are also a good opportunity to develop the lecturer's didactic skills. That is an experience which opens up possibilities of establishing new contacts, undertaking joint activities and pursuing projects together.

The SWPS University has entered into cooperation with Marshall University (MU), University of Debrecen (DU), California State University Stanislaus (CSUS) and Bangor University (BU). The aforementioned universities completed a cooperative programme of educating students in the scope of so-called "Atlantis" psychology. The project also included an exchange of academic staff for didactic purposes. MU lecturers conducted classes at SWPS and DU, while DU and SWPS

lecturers taught students MU. The University also entered into cooperation agreements with three higher schools from Korea. The existing student exchange is possible owing to the European grant entitled Bilateral Cooperation Between EU and Developed Countries, which was awarded to the European Universities Consortium associating SWPS University, the University of Florence in Italy, Haaga Helia in Finlandii and Södertörn University in Szwecji. The grant made it possible to send 20 students and 7 professors to Korea, to Hanyang University, Konkuk University and Ajou University within a period of three years (2010-2013). The students undergo a single term of study in one of the three renowned Korean universities and, additionally, have the opportunity to participate in the summer school.

The university encourages and supports scientific and didactic employees to establish research teams which are multicultural, interdisciplinary and intersectoral as an opportunity to expand knowledge and boost professional development.

SWPS University recognizes the value of mobility as an important means of enhancing scientific knowledge and professional development at any stage of a researcher's career. Academic development of doctoral candidates at SWPS University includes participation in international scientific conferences, research training and international internships. Doctoral candidates may apply for scholarships to help finance their participation in the above noted developmental activities, from the budget of the Interdisciplinary Doctoral Studies at SWPS University. Financing for international travel is awarded in competitions for the best education and research projects conducted at foreign universities or research centres, i.e. for the participation in the implementation of research projects, scientific seminars as well as participation in courses at the level of doctoral studies. Since the academic year 2013/2014, twenty three doctoral candidates have been awarded scholarships for international travel. The candidates travelled to the best universities and research centres around the world, including University of London (United Kingdom), Osaka University, Institute of Social and Economic Research (Japan), University of Southern California (USA), University of Leuven (Belgium), University of New South Wales, School of Psychology (Australia), and the Biomedical Imaging Research Institute at Cedars-Sinai Medical Center (USA). The financing provided for participation in international conferences gives an opportunity to introduce talented doctoral candidates into the world of international research. Only in 2015, twenty doctoral candidates attended international conferences. Furthermore, SWPS University, in an effort to ensure access to current international research, organises meetings with renowned international scholars and researchers, open to doctoral candidates. SWPS University provides additional opportunities for young researchers to participate in national and international projects, such as:

FUGA Competition - a national internship competition, aimed at young researchers, holders of Ph.D. degrees. Participants apply for a paid position at an institution other than their doctoral alma mater and for financing of their research project. The winners of this competition can focus on their research, full time, at the best research centre devoted to their particular field of study. The FUGA grant helps to propel scientific and research careers. Additionally, the research centre, where the winner of the grant chooses to work, gains a research headcount and a researcher with a proven track record in the field. Currently, there are three projects conducted at SWPS University, financed by FUGA grants.

HARMONIA Competition - is aimed at researchers who conduct projects in cooperation with international institutions. Recipients of HARMONIA grant have an opportunity to work with the best and most renowned specialists in a given field of study in the world. Currently, there are four projects conducted at SWPS University, financed by HARMONIA grants.

POLONEZ Competition - is aimed at foreign researchers who apply for financing of their research and for paid positions at Polish universities or research centers. This competition is currently ongoing and the winners have not been announced yet. Currently, there are two applicants, who want to conduct their research at SWPS University. The competition is at the second selection stage and the winners have not been announced, so far.

ETIUDA Competition - is aimed at doctoral candidates, who have started their Ph.D. studies. It provides one-year doctoral scholarship as well as financing of a 3 to 6 month stay and research at a research centre abroad. The work of the research centre must be focused on the area of study chosen by the candidate for their doctoral dissertation. There were four projects financed by ETIUDA grant, conducted at SWPS University.

Mobility Plus - SWPS University enables young researchers, including doctoral candidates, to participate in research projects conducted at the best research centres abroad, under the supervision of distinguished scientists of international renown. Candidates may receive funds to cover their stay at a foreign research institution, including the stay of their spouse and/or under-age children, for the period from six to thirty six months, as well the cost of travel from their place of residence to the city/town where the research institution is located. SWPS University supported two Mobility Plus projects.

The university carried out various educational and research projects in cooperation with international institutions. Details of the cooperation can be found in Annex 1.

Recognising that continuous learning is an important aspect of academic development, SWPS University cooperates with many external organisations. SWPS University has signed a bilateral agreement on cooperation with the Nencki Institute of Experimental Biology of the Polish Academy of Sciences (IBD). The institutions conduct common research projects and publish results in professional international publications. They also organise common scientific meetings and events promoting science. Furthermore, they oversee doctoral projects of five Ph.D. candidates, who work under the guidance of thesis advisors from SWPS University and the IBD. The participants of the projects conducted under the bilateral agreement include staff employed by both institutions, staff employed by either one of the institutions, and also SWPS University's doctoral candidates, who work with thesis advisors from both institutions. The benefits of this cooperation stem from the possibility of conducting research in the area, which borders psychology and biology, i.e. neuropsychology and cognitive neuroscience. Additionally, the cooperation supports programs of study in Psychology at SWPS University and provides an opportunity for students to access the most current knowledge in the field of cognition, including both, healthy and pathological brain function. The organization of scientific meetings and events popularizing science enables knowledge sharing and fosters generation of new ideas for research projects.

SWPS University also strives to encourage cooperation between scientific and business organisations in the form of research projects, which increase knowledge base and intellectual capital. The aim of these projects is to actively support researchers in expanding research experience and in addressing real life issues. This approach allows scientists to focus on finding solutions for problems identified by business or social organisations. Consequently, scientists can build their know-how and, at the same time, they can provide students with comprehensive, current and empirical knowledge. For example, the project *Motywator* [Motivator], carried out in cooperation with the Capital City of Warsaw, provides teachers with a tool for measuring motivation of both, students and teachers.

Actions to be implemented: In order to strengthen its research centres and international teams, SWPS University will create additional positions, such as Postdoctoral and Visiting Professor posts. One of the strategic goals of SWPS University, under the “Participation in Economy” section of the 2017-2020 Strategic Plan, is cooperation with business for the purpose of addressing actual issues and needs of the business community as well as professional development of academic staff, focused on working with business partners.

3.22. Access to research training and continuous development (M=3,58)

Definition contained in the European Charter for Researchers

Employers and/or funders should ensure that all researchers at any stage of their career, regardless of their contractual situation, are given the opportunity for professional development and for improving their employability through access to measures for the continuing development of skills and competencies. Such measures should be regularly assessed for their accessibility, take-up and effectiveness in improving competencies, skills and employability.

Current practices of the SWPS University

The Scientific Research Office also provides support in this matter by organising seminars and training sessions dedicated to the practical aspects of management of research projects and exchange of experiences gathered in this respect so far. It also prepares for effectively obtaining research funds from external sources and opportunities for employment in R&D projects. That support is offered in the form of participation in training sessions, among others in the scope of the awarded EU funds, and grants in the form of participation in competitions, and also in other forms financed by the University's own funds.

Actions to be implemented: none

3.23. Intellectual property rights (M=3,66)

Definition contained in the European Charter for Researchers

Employers and/or funders should ensure that researchers at all career stages reap the benefits of the exploitation (if any) of their R&D results through legal protection and, in particular, through appropriate protection of Intellectual Property Rights, including copyrights. Policies or practices should specify the rights which pertain to scientists and, if applicable, employers and

other parties, including external commercial or industrial organisations, which are probably referred to in the relevant cooperation agreements of other contracts.

Current practices of the SWPS University

For the purpose of commercialisation and social utilisation of research results, the university observes the principles of partnership regarding the observance of intellectual property rights and copyrights. Taking advantage of the potential created by the scientific and didactic employees for the purpose of completion of advisory, expert and research projects always takes place in consideration of these rights. The University has developed the Regulations for the management of intellectual property rights and principles of commercialisation of research results and development works, which specifies, among others, the scope of entitlement of authors and universities in the scope of related rights, industrial property rights and know-how, as well as the principles for the commercialisation of research results. The University expects that its employees will respect intellectual property rights, which is taken into consideration in employee assessment.

Actions to be implemented: none

3.24. Co-authorship (M=3,92)

Definition contained in the European Charter for Researchers

Co-authorship should be viewed positively by institutions when evaluating staff, as evidence of a constructive approach to the conduct of research. Employers and/or funders should therefore develop strategies, practices and procedures to provide researchers, including those at the beginning of their research careers, with the necessary framework conditions so that they can enjoy the right to be recognised and listed and/or quoted, in the context of their actual contributions, as co-authors of papers, patents, etc., or to publish their own research results independently from their supervisors).

Current practices of the SWPS University

Co-authorship is viewed positively by institutions when evaluating scientific and didactic staff. As part of the employee assessment procedure, co-authorship publications are treated equally to individual works. The above is one of the ways to promote research teams which possess the ability to solve research problems in an effective and interdisciplinary way. When specifying the rules for co-authorship, the criteria laid down by recognised international associations are used, e.g. the standards of the American Psychological Association (APA), industrial codes of professional ethics (e.g. for psychologists), codes of good academic practice developed by the Convention of Spokesmen at the Ministry of Science and Higher Education.

Actions to be implemented: none

3.25. Supervision (M=3,47)

Definition contained in the European Charter for Researchers

Employers and/or funders should ensure that a person is clearly identified to whom early-stage researchers can refer for the performance of their professional duties, and should inform the

researchers accordingly. Such arrangements should clearly define that the proposed supervisors are sufficiently expert in supervising research, have the time, knowledge, experience, expertise and commitment to be able to offer the research trainee appropriate support and provide for the necessary progress and review procedures, as well as the necessary feedback mechanisms.

Current practices of the SWPS University

Within the system of periodic evaluation of academic employees, which is based on a method of managing through objectives, the scientists from the SWPS University, in agreement with the direct superiors, plan the development of their scientific, didactic and organisational activity. The choice of the objectives is adjusted to the type and stage of the realised professional path. The task of the superiors is determining in what way the individual professional objectives of the employees are enshrined in the realisation of the binding Strategy of a particular faculty and University. The superior/supervisor is obliged to provide for support in the realisation of a plan, to supervise progress and development. The Dean – upon application of an employee and independently – may appoint another person than the direct superior to perform the role of a supervisor.

The structure of the University consists of departments, chairs and institutes, and faculties whose members deal with similar fields of science. Such structure enables acquiring support also from other employees within the same unit. The SWPS Statute stipulates the minimum substantive conditions for appointing a person for a position of a head of a department, a head of chair and a director of an institute. The scientific supervision is also included in the scope of the duties of these heads.

Undertaken and planned actions

The system of the evaluation of the academic staff was elaborated by the employees in agreement with the University authorities and subsequently approved by the Senate. The implementation of the programme began in 2015 and it constitutes a relevant change in the organisational culture. Academic plans and their achievement are discussed with direct superiors or appointed scientific supervisors. The monitoring of effects of the implemented actions and the conduct of training programmes regarding formal and informal aspects of the academic development (e.g. scientific promotions, publishing, application for and realisation of grants) are planned in subsequent years.

3.26. Teaching (M=3,44)

Definition contained in the European Charter for Researchers

Teaching is an essential means for the structuring and dissemination of knowledge and should therefore be considered a valuable option within the researchers' career paths. However, teaching responsibilities should not be excessive and should not prevent researchers, particularly at the beginning of their careers, from carrying out their research activities.

Employers and/or funders should ensure that teaching duties are adequately remunerated and taken into account in the evaluation/appraisal systems, and that time devoted by senior

members of staff to the training of early stage researchers should be counted as part of their teaching commitment. Suitable training should be provided for teaching and coaching activities as part of the professional development of researchers.

Current practices of the SWPS University

Within its career paths, the University offers as a preferred one the scientific-didactic path. In accordance with the SWPS Statute the maximum number of hours and classes conducted by an academic employer are binding. This amounts to 180-210 hours per year, which allows combining scientific and didactic work. The Statute also stipulates a possibility of a maximum increase of this number. The constituent element of a salary of a scientific-didactic employee is the remuneration for conducting didactic classes. The classes conducted above the obligatory amount are remunerated additionally. Conducting classes exceeding the predefined number of didactic hours is possible solely upon consent of the given scientific or didactic employee.

The scientific-didactic employees are evaluated within the evaluation system for scientific-didactic staff within three areas: scientific, didactic and organisational. The evaluation of didactic work takes into consideration, among others, the results of the students' surveys and class visitations.

Undertaken and planned actions

The SWPS University aims at introducing a cycle of training programmes increasing qualifications of scientific-didactic employees in the area of conducting classes. Moreover, the University will enable the best lecturers to conduct training programmes in the area of sharing good scientific-didactic practices. Since 2015 there operates a new commission for high quality of studies whose aim is not only to monitor the didactic process but also to provide support for employees performing didactic activity.

3.27. Evaluation/appraisal systems

Definition contained in the European Charter for Researchers

Employers and/or funders should introduce for all researchers, including senior researchers, evaluation/appraisal systems for assessing their professional performance on a regular basis and in a transparent manner by an independent (and, in the case of senior researchers, preferably international) committee. Employers and/or funders should introduce for all researchers, including senior researchers, evaluation/appraisal systems for regularly assessing their professional performance.

Current practices of the SWPS University

In 2013 a new system of appraisal of academic teachers was effected, enabling the verification of the engagement and effectiveness in the area of performance of scientific, didactic and organisational tasks. The system is based on management by objectives, which is achieved through regular planning of professional activity and consistent monitoring of the fulfilment of these plans which not only provides grounds for an evaluation of the employee's activity, but also constitutes a tool for channelling their professional development.

Actions to be implemented: none

3.28. Complaints/Appeals (M=3,37)

Definition contained in the European Charter for Researchers

Employers and/or funders of researchers should establish, in compliance with national rules and regulations, appropriate procedures, possibly in the form of an impartial (ombudsman-type) person to deal with complaints/ appeals of researchers, including those concerning conflicts between supervisor(s) and early-stage researchers. Such procedures should provide all research staff with confidential and informal assistance in resolving work-related conflicts, disputes and grievances, with the aim of promoting fair and equitable treatment within the institution and improving the overall quality of the working environment.

Current practices of the SWPS University

Within the organisational culture the SWPS University prefers an open policy of communication. In relation to this, all employees have a possibility to turn to the deans, vice-rectors and/or a rector available on a regular duty in case of disputable and questionable issues. All remarks of the employees of the SWPS University are heard with great attention, and the solutions are worked out through common discussion.

In the rules on obligatory evaluation of academic activity, employees are provided with a possibility of making appeals from evaluations assigned by the superior and accepted by the Dean.

Undertaken and planned actions

Since 2015/2016 the University will appoint "a man of confidence" – a mediator, a person independent from the structure of the University management who will examine complaints and appeals of the academic employees impartially. Persons turning to the "man of confidence" will be guaranteed confidentiality and informal way of conflicts and complaints resolution. Further steps of conduct will be determined with interested persons depending on circumstances. In case of the observed irregularities, the "man of confidence" will issue recommendations to the adequate University bodies in order to prevent bad practices and to improve the existing situation.

3.29. Participation in decision-making bodies (M=3,67)

Definition contained in the European Charter for Researchers

Employers and/or funders of researchers should recognise it as wholly legitimate, and indeed desirable, that researchers be represented in the relevant information, consultation and decision-making bodies of the institutions for which they work, so as to protect and promote their individual and collective interests as professionals and to actively contribute to the workings of the institution.

Current practices of the SWPS University

In line with the provisions of the *Law on Higher Education* and the *Statute of the SWPS University*, the following collective bodies operate within the institution: the Senate, the Trust Council, the Faculty Council. The aforementioned bodies are composed of representatives of scientific and didactic employees, including young scientists and Ph.D. students who acts as consultants, provide opinions and represent the interests of scientific and didactic employees.

Actions to be implemented: none

3.30. Recruitment (M=3,75)

Definition contained in the European Charter for Researchers

Employers and/or funders should ensure that the entry and admission standards for researchers, particularly at the beginning at their careers, are clearly specified and should also facilitate access for disadvantaged groups or for researchers returning to a research career, including teachers (of any level) returning to a research career. Employers and/or funders of researchers should adhere to the principles set out in the Code of Conduct for the Recruitment of Researchers when appointing or recruiting researchers.

Current practices of the SWPS University

Scientific and didactic employees are employed by the SWPS University solely in open tenders, which ensures careful selection of scientific and didactic staff from the point of view of scientific output, experience and achievements in the scope of academic teaching.

I. General principles of recruitment.

- 1. Recruitment of scientific and didactic employees takes place in the form of a tender following the presentation of the given faculty's human resources policy by the Dean.*
- 2. The tender committee is appointed by the Rector.*
- 3. The selection and approval of a candidate takes place in line with the faculty regulations for the organisation of tenders for scientific and didactic positions.*

Actions to be implemented: none

General Principles and Requirements for the Code of Conduct for the recruitment of researchers

3.31. Recruitment (M=3,67)

Definition contained in the Code of Conduct for the recruitment of researchers

Employers and/or funders should establish recruitment procedures which are open, efficient, transparent, supportive and internationally comparable, as well as tailored to the type of positions advertised. Advertisements should give a broad description of knowledge and competencies required, and should not be so specialised as to discourage suitable applicants. Employers should include a description of the working conditions and entitlements, including career development prospects. Moreover, the time allowed between the advertisement of the vacancy or the call for applications and the deadline for reply should be realistic.

Current practices of the SWPS University

In line with the Principles of Recruitment adopted at the SWPS University, the vacancy advertisements contain the following requirements: name of the position, location of work, necessary criteria and qualifications, workplace, required documents, deadline for the submission of applications. Each advertisement is appended with the *Tender Regulations*. The University utilises various channels of distribution of work vacancy advertisements, mainly based on the Internet, among others on the SWPS University website, the website of the Ministry of Science and Higher Education and Euraxess Researchers in Motion. Additionally, vacancy advertisements are posted in professional press with both local and national coverage.

Actions to be implemented: none

3.32. Selection (M= 3,59)

Definition contained in the Code of Conduct for the recruitment of researchers

Selection committees should bring together diverse expertise and competences and should have an adequate gender balance and, where appropriate and feasible, include members from different sectors (public and private) and disciplines, including from other countries and with relevant experience to assess the candidate. Whenever possible, a wide range of selection practices should be used, such as external expert assessment and face-to-face interviews. Members of selection panels should be adequately trained.

Current practices of the SWPS University

For the SWPS University the selection of candidates representing various disciplines and diversified experience is crucial. The candidates are selected by a recruitment Committee appointed by the Rector based on *Tender Regulations*:

1. *Each tender shall be conducted by the faculty Committee.*
2. *The Committee shall be appointed by the Rector. The direct superior of the person subject to the recruitment procedure may be a member thereof. The Committee shall consist of at least 3 members all being scientific or didactic employees of the University and include at least 1 independent scientific employee acting as chairperson of the Committee and at least 1 adjunct acting as secretary.*
3. *The Committee makes decisions by voting. In the case of an equal number of votes on both sides, the chairperson shall have a casting vote.*
4. *Members of the Committee are obliged to maintain confidentiality of information regarding the Committee's business.*

Members of the recruitment Committee are offered the possibility of training in the scope of employee recruitment and selection via the University's e-learning platform.

Actions to be implemented: See Article 3.31.

3.33. Transparency (M=3,57)

Definition contained in the Code of Conduct for the recruitment of researchers

Candidates should be informed, prior to the selection, about the recruitment process and the selection criteria, the number of available positions and the career development prospects. They should also be informed after the selection process about the strengths and weaknesses of their applications.

Current practices of the SWPS University

During the process of recruitment and selection, the candidates are informed of the available positions and the related development opportunities. Each advertisement is appended with the *Tender Regulations* which lays down the principles of recruitment and selection. Following the conclusions of the recruitment procedure, the candidates shall receive information on its results, including a rating of the strong and weak sides of their application.

Actions to be implemented: none

3.34. Judging merit (M=3,72)

Definition contained in the Code of Conduct for the recruitment of researchers

The selection process should take into consideration the whole range of experience of the candidates. While focusing on their overall potential as researchers, their creativity and level of independence should also be considered. This means that merit should be judged qualitatively as well as quantitatively, focusing on outstanding results within a diversified career path and not only on the number of publications. Consequently, the importance of bibliometric indices should be properly balanced within a wider range of evaluation criteria, such as teaching, supervision, teamwork, knowledge transfer, management of research and innovation and public awareness activities. For candidates from an industrial background, particular attention should be paid to any contributions to patents, development or inventions.

Current practices of the SWPS University

During the selection of candidates, the Tender Committee takes into account the entirety of experience gained throughout the candidate's professional career.

Tender Regulations

II. Criteria for the assessment of candidates' experience.

1. *The selection of candidates is open, competitive and non-discriminatory.*
2. *The assessment of candidates relates to the following areas of their competencies and experience:*
 - a) *scientific achievements (50% of the candidate assessment)*
 - b) *scientific didactic (30% of the candidate assessment)*
 - c) *practical achievements (20% of the candidate assessment)*
3. *The assessment of the candidate's scientific achievements includes, in particular:*
 - a) *scientific publications*
 - b) *participation in the completion of domestic and foreign grants - as head and/or executor*

- c) *awards and distinctions for scientific activity and/or research rating/grades from previous employers*
 - d) *active participation in scientific conferences at home and abroad*
 - e) *organisation of scientific conferences*
4. *The assessment of the candidate's didactic achievements includes, in particular:*
- a) *experience in conducting classes in an institution of higher learning - type and form of classes and number of didactic hours completed*
 - b) *awards and distinctions for didactic activity and/or didactic work rating/grades from previous employers*
 - c) *didactic competencies confirmed by certificates or other written proof of completion of trainer courses or other form of training increasing qualifications in the scope of conducting training sessions, workshops and didactic classes*
 - d) *experience in the preparation of course materials, e.g. scripts*
 - e) *experience in the preparation of new educational programmes*
5. *The assessment of the candidate's practical achievements includes, in particular:*
- a) *experience in the preparation of practical (business or social) applications of scientific knowledge*
 - b) *professional experience gained on the market outside the University*
 - c) *social experience (non-governmental organisations, voluntary work etc.)*
 - d) *experience in obtaining funding for the organisation's activity and completion of projects*
 - e) *experience in conducting training sessions, workshops and classes.*

Actions to be implemented: The criteria listed above will be taken into consideration during assessment of candidates. Additionally, the criteria will be added to the recruitment and assessment procedure.

3.35. Variations in the chronological order of CVs (M=3,62)

Definition contained in the Code of Conduct for the recruitment of researchers

Career breaks or variations in the chronological order of CVs should not be penalised, but regarded as an evolution of a career, and consequently, as a potentially valuable contribution to the professional development of researchers towards a multidimensional career track. Candidates should therefore be allowed to submit evidence-based CVs, reflecting a representative array of achievements and qualifications appropriate to the post for which application is being made.

Current practices of the SWPS University

In the process of recruitment and selection the University considers periods of suspension arising from flexible models of career where work for academic institutions intertwines with activities undertaken for the benefit of other institutions. Suspending the academic career for the purpose of gaining practical skills is perceived as career development by the University as such employees are a good example of applying science in practice. Such employees are a valuable asset to the University as their knowledge may be utilised in the commercialisation of research results.

The University also accepts periods of stoppage in the academic career related with maternity and childcare leave.

Actions to be implemented: none

3.36. Recognition of mobility experience (M=3,81)

Definition contained in the Code of Conduct for the recruitment of researchers

Any mobility experience, e.g. a stay in another country/region or in another research setting (public or private) or a change from one discipline or sector to another, whether as part of the initial research training or at a later stage of the research career, or virtual mobility experience, should be considered as a valuable contribution to the professional development of a researcher.

Current practices of the SWPS University

Mobility is an important element of the academic career. The University highly appreciates such experience in the process of selection of candidates and internal promotions. See pt. 21.

Actions to be implemented: none

3.37. Recognition of qualifications (M=3,76)

Definition contained in the Code of Conduct for the recruitment of researchers

Employers and/or funders should provide for appropriate assessment and evaluation of the academic and professional qualifications, including non-formal qualifications, of all researchers, in particular within the context of international and professional mobility. They should inform themselves and gain a full understanding of rules, procedures and standards governing the recognition of such qualifications and, consequently, explore existing national law, conventions and specific rules on the recognition of these qualifications through all available channels.

Current practices of the SWPS University

The objective of the recruitment committees is to perform a reliable analysis of the qualifications and experience of the candidates also from the point of view of international mobility. The Polish law regulates the problem of recognition of qualifications in the Law on Academic Degrees and Title and Degrees and Title in the Arts. See pt. 35.

Actions to be implemented: none

3.38. Seniority (M=3,82)

Definition contained in the Code of Conduct for the recruitment of researchers

The levels of qualifications required should be in line with the needs of the position and not be set as a barrier to entry. Recognition and evaluation of qualifications should focus on judging the achievements of the person rather than his/her circumstances or the reputation of the institution where the qualifications were gained. As professional qualifications may be gained at an early stage of a long career, the pattern of lifelong professional development should also be recognised.

Current practices of the SWPS University

The University employs scientific and academic employees on various stages of their professional career, also employees who are currently beginning their academic career. In the course of

assessment of the candidate's qualifications, the recruitment Committee concentrates on individual achievements, considering the entire course of the professional career. See pt. 35.

Actions to be implemented: none

3.39. Postdoctoral appointments (M=3,67)

Definition contained in the Code of Conduct for the recruitment of researchers

Clear rules and explicit guidelines for the recruitment and appointment of postdoctoral researchers, including the maximum duration and the objectives of such appointments, should be established by the institutions appointing postdoctoral researchers. Such guidelines should take into account time spent in prior postdoctoral appointments at other institutions and take into consideration that the postdoctoral status should be transitional, with the primary purpose of providing additional professional development opportunities for a research career in the context of long-term career prospects.

Current practices of the SWPS University

The University employs scientific and didactic employees with the title of doctor on the following positions:

1. adjunct - holders of the title of doctor
2. university professor - holders of the title of habilitated doctor

Pursuant to the provisions of the Law on Higher Education and the Statute of the SWPS University, the following periods of employment shall be acceptable for the particular positions (not longer than 8 years):

- assistant - for an employee not holding the academic title of doctor,
- adjunct - for an employee not holding the academic title of habilitated doctor,

During the period of the relevant work contract, professional development leading to the goal of obtaining the degree of doctor or habilitated doctor shall be the responsibility of the employee.

Article 37 of the Statute:

1. *The period of employment on the position of adjunct, a person not being a holder of the title of habilitated doctor, shall be limited and may not exceed 8 years.*

Actions to be implemented: none

3.40. Summary

As a result of the analysis of the internal documents of the SWPS University, the Task Force confirmed the realisation by the University of the rules included in the Charter and the Code. Many of these criteria are regulated by the state legal acts such as the Labour Code or laws and regulations of the Ministry of Science and Higher Education while the realisation of the remaining ones results from the internal regulations of the SWPS University. The results of the survey research demonstrated that the University mostly fulfils the criteria of the Charter and the Code. The University will observe all the rules contained in the Charter and the Code, improving its principles, actions, procedures and regulations. The University will pay particular attention to the five aspects which obtained the lowest average evaluation (below 3,5).

4. ACTION PLAN

At a strategic meeting the Task Force presented to the Authorities of the University and the Faculty Deans with the results of the survey research in order to set an action plan. Through the common discussion the actions, which should be undertaken within supporting the ideas presented in the Charter and the Code, were discussed.

The Action Plan is presented below:

Areas	Actions planned	Date of realisation	Responsible person
Funding and remuneration	Preparation and implementation of a widely available handbook containing detailed information in the area of guaranteed financial and beyond financial benefits for the University employees.	28.02.2016	Director, Human Resources
Development of professional career / Access to professional career advice	The evaluation of the academic staff assessment system within which employees may consult the development of their career path with their superior/scientific supervisor.	30.06.2016	Vice-Rector for Science, Faculty Deans
	Dissemination of information regarding career paths of scientific-didactic employees and rules of academic promotions in the internal network of the University.		
Teaching	Introduction of a cycle of training programmes enhancing qualifications of scientific-didactic employees in the area of conducting classes.	30.09.2016	Vice-Rector for Didactics
	Introduction of a programme of sharing good didactic practices between University employees.		
Complaints / Appeals	Appointing of "a man of confidence" – a mediator, a person independent from the structure of the University management who will examine complaints and appeals of the scientists.	31.12.2015	Vice-Rector for Science
Scientific supervision	The evaluation of the scientific-didactic staff evaluation system in the area of cooperation of scientists with their superiors.	30.09.2016	Vice-Rector for Science
	Training programmes regarding formal and informal aspects of academic development (e.g. scientific promotions, publishing, application for and realisation of grants.		
Dissemination and exploitation of results	Dissemination and exploitation of results will be the focus of the 2017-2020 Strategic Plan of SWPS University.	30.09.2018	Vice-Rector for Science

Value of mobility	Creation of new positions, such as Postdoctoral and Visiting Professor posts.	30.09.2017	Director, Human Resources Vice-Rector for Science
Recruitment, Transparency, Judging merit	Improvement of the recruitment and selection process and development of new procedures.	30.09.2017	Director, Human Resources

5. CONCLUSIONS

Work on the HR Excellence in Research project proved that despite existing provisions, orders and resolutions, some elements require explanation and improvement. The first objective of the project force was the analysis of the current situation in the area of the quality of the work environment, employment procedure and conditions of work at the SWPS University. The result is a prepared report of the analysis of the internal documentation and survey research. The conducted analyses enabled the project force to identify, from among forty areas contained in the Charter and the Code, seven strong side and six challenges which should be undertaken. This relatively low number of challenges allowed the focus on particular areas, conducting their analysis and planning of a solution regarding each one of them in the end. Information obtained regarding the University's strong sides shows that the University is successful in creating appropriate conditions of work and will continue to strive in order to become an academic centre which is friendly to scientists. The University will continue to undertake activities in the area of dissemination of information concerning structure, objectives of the national and international research programmes, sources of funding scientific research, administrative and substantive support in the preparation of the applications, seminars and training programmes on practical aspects of the management of the research projects and one's own career.

One of the long-term objectives of the SWPS University is to make interested and encourage the best scientists – not only from Poland but also the foreign ones – to realise research and their own scientific development at the SWPS University. A large offer, among others, including a number of foreign language courses, cooperation with the international institutions (e.g. ERASMUS+) are the factors which increase the interest with the SWPS University as an attractive work place, which encourages the development of the research and science for public welfare.

The University is currently working on its 2017-2022 strategy with scientific research at the very centre. Therefore, the University will strive to create conditions for sourcing and developing the intellectual potential of its current and future employees by provision of new organizational solutions and through investment in competency development.

ANNEX 1

Information about international cooperation of Faculty in Wrocław SWPS University of Social Sciences and Humanities			
Year	Type of cooperation	Name of partner institution	Number of people participating in implementation
15/16	Erasmus Plus programme	Eotvos Lorand University,Hungary	1
15/16	International cooperation in research and scientific publications	University of Kent, United Kingdom	2
15/16	International research cooperation under the project Contract Number W81XWH-11-2-0153, the U.S. Army Medical Research & Materiel Command (USAMRMC) and the Telemedicine & Advanced Technology Research Center (TATRC) at Fort Detrick, MD	University of Colorado at Colorado Springs, USA	3 coordinators and a number of lecturers
15/16	International research cooperation under the project founded by Foundation for Polish Science's programme MISTRZ (MASTER)	University of Colorado at Colorado Springs, USA	3 coordinators and a number of lecturers
15/16	International cooperation in research and scientific publications	Central China Normal University (CCNU), China	3
15/16	International cooperation in research project founded by European Research Council (Advanced Research Grant, 269463 IMGAME)	Cardiff University, United Kingdom	25
15/16	International cooperation in research and scientific publications	Otto-van-Guericke Universiteit Magdeburg, Germany	3
15/16	International cooperation in research grant founded by National Science Centre	University of Minnesota, USA	3
15/16	International cooperation in research and scientific publications	Finnish Institute of Occupational Health	10
15/16	Common research project founded by Joint Programming Initiative of European Union	Consortium DEDIPAC – 46 research centers from 12 European countries	46 coordinators and a number of lecturers
15/16	International cooperation in research grant founded by National Science Centre	Tel Aviv University, Israel	5

15/16	International research cooperation in projects founded by Swiss National Science Foundation and Polish National Science Centre	Zurich University, Switzerland	2 coordinators
15/16	International cooperation in research and scientific publications	Queen's University Belfast, Irland	20
15/16	International cooperation in research and scientific publications	University of Helsinki, Finland	8
15/16	International cooperation in research and scientific publications	University of Colorado in Boulder, USA	2
15/16	International research cooperation in projects founded by National Science Centre	Freie Universitaet Berlin, Germany	2 coordinators
15/16	International cooperation in research and scientific publications	University of Illinois in Chicago, USA	3
15/16	Preparation of research seminar „Dialogue, Memory, Democracy” and publication of collective monograph	Tel Aviv University, Israel	11
15/16	International cooperation in research and scientific publications	University of British Columbia, Canada	4
15/16	International cooperation in the submission of the project from Horizon 2020	Coordinator: Aalborg University, Denmark (9 partners)	9
15/16	International cooperation in research	NATO Strategic Communication Center of Excellence, Riga, Latvia	3
15/16	International cooperation in research project (CASPI)	Cardiff University, United Kingdom	3
15/16	International research cooperation in projects founded by National Science Centre	University of Wisconsin-Madison, USA	3
14/15	Erasmus Plus programme	Cyprus European University (Cyprus)	1
14/15	Erasmus Plus programme	Universite Paris X - Nanterre (France)	1
14/15	Erasmus Plus programme	University of Malaga (Spain)	1
14/15	Erasmus Plus programme	Winchester University (UK)	1
14/15	Erasmus Plus programme	Universita degli Studi di Roma la Sapienza (Italy)	1

14/15	Bilateral cooperation with Tianjin Normal University (China)	Tianjin Normal University (China)	4
14/15	International research cooperation under the project Contract Number W81XWH-11-2-0153, the U.S. Army Medical Research & Materiel Command (USAMRMC) and the Telemedicine & Advanced Technology Research Center (TATRC) at Fort Detrick, MD	University of Colorado at Colorado Springs, USA	3 coordinators and a number of lecturers
14/15	International research cooperation under the project founded by Foundation for Polish Science's programme MISTRZ (MASTER)	University of Colorado at Colorado Springs, USA	3 coordinators and a number of lecturers
14/15	International cooperation in research and scientific publications	Central China Normal University (CCNU), China	3
14/15	International cooperation in research project founded by European Research Council (Advanced Research Grant, 269463 IMGAME)	Cardiff University, UK	25
14/15	International cooperation in research and scientific publications	Otto-van-Guericke Universiteit Magdeburg, Germany	3
14/15	International cooperation in research grant founded by National Science Centre	University of Minnesota, USA	3
14/15	International cooperation in research and scientific publications	Finnish Institute of Occupational Health	10
14/15	International cooperation in research and scientific publications	University of Colorado in Boulder, USA	2
14/15	Preparation of research seminar „Dialogue in Democracy. Democracy in Dialogue” founded by Riksbank Jubileumsfond (Sweden) and publication of monograph „Dialogue in Democracy. Democracy in Dialogue” (Ashgate 2015)	University of Gothenburg, Sweden	12
14/15	Common research project founded by Joint Programming Initiative of European Union	Consortium DEDIPAC – 46 research centers from 12 European countries	46 coordinators and a number of lecturers
14/15	International cooperation in research grant founded by National Science Centre	Tel Aviv University, Israel	5

14/15	International research cooperation in projects founded by Swiss National Science Foundation and Polish National Science Centre	Zurich University, Switzerland	2 coordinators
14/15	International cooperation in research and scientific publications	Queen's University Belfast, Ireland	20
14/15	International cooperation in research grant founded by National Science Centre	Freie Universitaet Berlin, Germany	2 coordinators
14/15	International research cooperation for creating research network – EHPS Networking Grant (founded by European Health Psychology Society)	University of New York, USA National University of Singapore, Singapore Bangor University, UK University of Thessaloniki, Greece Bar Ilan University, Israel University of Groningen, The Netherlands	7
14/15	International cooperation in submitting grant application for ITN programme (Innotivative Training Networks)	University of Wolverhampton, UK	7
14/15	International cooperation in research and scientific publications	University of Virginia; Center for Open Science; University of Florida and other units around the world	Over 100
14/15	International cooperation in research and scientific publications	University of Helsinki, Finland	8
14/15	International cooperation in research and scientific publications	University of Illinois in Chicago, USA	3
14/15	Preparation of research seminar „Dialogue, Memory, Democracy” and publication of collective monograph	Tel Aviv University, Israel	11
14/15	International cooperation in research and scientific publications	Tilburg University and other units around the world	35
14/15	International cooperation in submitting grant application for HERA Joint Research Programme	University of Milano-Bicocca, Italy	4
14/15	International cooperation in the submission of research project to OPUS HS4 (contest of National	FH Bielefeld University of Applied Sciences, Germany	4

	Science Centre), the project was promoted to the second stage		
13/14	Erasmus „Lifelong learning”	Universitat Bern (Switzerland)	1
13/14	Erasmus „Lifelong learning”	Universitat de Vic (Spain)	1
13/14	Erasmus „Lifelong learning”	Universidad autonoma de Madrid (Spain)	1
13/14	Erasmus „Lifelong learning”	Universita degli Studi di Firenze (Italy)	1
13/14	Erasmus „Lifelong learning”	Sapienza Universita di Roma (Italy)	1
13/14	Erasmus „Lifelong learning”	Universitetet i Bergen (Norway)	1
13/14	Erasmus „Lifelong learning”	Tilburg University (The Netherlands)	1
13/14	Erasmus „Lifelong learning”	Bangor University (UK)	2
13/14	Erasmus „Lifelong learning”	University of Winchester (UK)	1
13/14	Bilateral cooperation	Tianjin Normal University (China)	1
13/14	International research cooperation under the project Contract Number W81XWH-11-2-0153, the U.S. Army Medical Research & Materiel Command (USAMRMC) and the Telemedicine & Advanced Technology Research Center (TATRC) at Fort Detrick, MD	University of Colorado at Colorado Springs, USA	3 coordinators and a number of lecturers
13/14	International research cooperation under the project founded by Foundation for Polish Science’s programme MISTRZ (MASTER)	University of Colorado at Colorado Springs, USA	3 coordinators and a number of lecturers
13/14	Międzynarodowa współpraca badawcza w ramach projektu finansowanego z 7 Programu Ramowego Unii Europejskiej (FP7-HEALTH-2007-3.3 – 1. Project 223488; TEMPEST)	Utrecht University, The Netherlands University College London, UK Aahurs University, Denmark Konstanz University, Germany Babes Bolay University, Romania Lisbon University, Portugal	7 coordinators and a number of lecturers
13/14	International cooperation in research and scientific publications	Central China Normal University (CCNU), China	3

13/14	International cooperation in research and scientific publications	Queen's University Belfast, Ireland	3
13/14	International cooperation in research and scientific publications	University of Colorado in Colorado Springs, USA	4
13/14	International cooperation under research project founded by European Research Council (Advanced Research Grant, 269463 IMGAME)	Cardiff University, UK	25
13/14	International cooperation in research and scientific publications	Otto-van-Guericke Universiteit Magdeburg, Germany	3
13/14	International cooperation in research grant founded by National Science Centre	University of Minnesota, USA	3
13/14	International cooperation in research and scientific publications	Finnish Institute of Occupational Health	10
13/14	International cooperation in research and scientific publications	University of Colorado in Boulder, USA	2
13/14	Organization of the symposium and lecturers for PhD students of Max Planck Institute of Economics - „7th IMPRS Uncertainty Topics Workshop“	Max Planck Institute of Economics, Jena, Germany	30
13/14	Preparation of research seminar „Dialogue in Democracy. Democracy in Dialogue“ founded by Riksbank Jubileumsfond (Sweden) and publication of monograph „Dialogue in Democracy. Democracy in Dialogue“ (Ashgate 2015)	University of Gothenburg, Sweden	12
13/14	Common research project founded by Joint Programming Initiative of European Union	Consortium DEDIPAC – 46 research centers from 12 European countries	46 coordinators and a number of lecturers
13/14	International cooperation in research grant founded by National Science Centre	Tel Aviv University, Israel	5
13/14	International research cooperation in projects founded by Swiss National Science Foundation and Polish National Science Centre	Zurich University, Switzerland	2 coordinators
13/14	International cooperation in research and scientific publications	Queen's University Belfast, Ireland	20

13/14	International cooperation in research grant founded by National Science Centre	Freie Universitaet Berlin, Germany	2 coordinators
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ANNEX 2

Information about international cooperation of Faculty of Psychology SWPS University of Social Sciences and Humanities			
Year	Type of cooperation	Name of partner institution	Number of people participating in implementation
2014/2015	Bilateral cooperation with The College of St Rose – student exchange, joint seminars and study visits	The College of St Rose (USA)	34
2014/2015	Bilateral cooperation with National Technical University “Kharkiv Polytechnic Institute” – study visit in Warsaw	National Technical University “Kharkiv Polytechnic Institute” (Ukraine)	17
2014/2015	EU/US ATLANTIS Programme Cooperation in Higher Education and Vocational Training, Agreement Number: 2010 /2861, Dual master degree in Psychology with emphasis on Behavior Analysis”	California State University Stanislaus (USA), Bangor University (UK).	31
2014/2015	“Summer School on European and Global Management” in cooperation with South University of Science and Technology of China in Shenzhen (PRC)	South University of Science and Technology of China w Shenzhen (PRC)	26
2014/2015	“Summer School on Human Sexuality and Sexual Health” in cooperation with Al-Farabi National Kazakh University	Al-Farabi National Kazakh University (Kazakhstan)	15
2014/2015	Student exchange programme China Scholarship Council (Dongfang)	Dongfang International Center for Educational Exchange (PRC)	6
2014/2015	Bilateral cooperation – student exchange	Al-Farabi Kazakh National University (Kazakhstan)	2
2014/2015	Erasmus Plus programme	Catholic University of Leuven (Belgium)	1
2014/2015	Erasmus Plus programme	Universite Paris X – Nanterre (France)	1
2014/2015	Erasmus Plus programme	University of Malaga (Spain)	7
2014/2015	Erasmus Plus programme	Universidad Autonoma de Madrid (Spain)	2

2014/2015	Erasmus Plus programme	Johan Wolfgang Goethe Universität (Germany)	1
2014/2015	Erasmus Plus programme	University of Bergen (Norway)	1
2014/2015	Erasmus Plus programme	University of Lisboa (Portugal)	1
2014/2015	Erasmus Plus programme	Dalarna University (Sweden)	1
2014/2015	Erasmus Plus programme	Winchester University (UK)	1
2014/2015	Erasmus Plus programme	Bangor University (UK)	1
2014/2015	Erasmus Plus programme	Kent University (UK)	1
2014/2015	Erasmus Plus programme	Catholic University in Ruzemberok (Slovakia)	1
2014/2015	Erasmus Plus programme	University of Macedonia (Greece)	2
2014/2015	Erasmus Plus programme	Maltepe University (Turkey)	5
2014/2015	Erasmus Plus programme	Eötvös Loránd University (ELTE) (Hungary)	2
2014/2015	Erasmus Plus programme	Universidade de Aveiro (Portugal)	1
2014/2015	Erasmus Plus programme	EASD Valencia (Spain)	2
2014/2015	Erasmus Plus programme	Beykent University (Turkey)	1
2014/2015	Erasmus Plus programme	Universitat Autònoma de Barcelona (Spain)	3
2014/2015	Erasmus Plus programme	University of Tampere (Finland)	1
2014/2015	Erasmus Plus programme	University of Ljubljana (Slovakia)	1
2014/2015	Erasmus Plus programme	L'Aquila University (Italy)	2
2014/2015	Erasmus Plus programme	University of Helsinki	1
2014/2015	Erasmus Plus programme	University of Torino (Italy)	2
2014/2015	Erasmus Plus programme	Université Lumière Lyon 2 (France)	2
2014/2015	Erasmus Plus programme	University of Skövde (Sweden)	2
2014/2015	Erasmus Plus programme	Université de Lorraine (France)	1
2014/2015	Erasmus Plus programme	University of Rijeka (Croatia)	1
2014/2015	Erasmus Plus programme	Università degli Studi di Bari Aldo Moro (Italy)	2
2014/2015	Erasmus Plus programme	Universidad de Almería (Spain)	5
2014/2015	Erasmus Plus programme	Babes Bolyai University (Romania)	2
2014/2015	Erasmus Plus programme	Friedrich Schiller University of Jena (Germany)	1

2014/2015	Erasmus Plus programme	Istanbul Arel University (Turkey)	1
2014/2015	Erasmus Plus programme	Izmir University of Economics (Turkey)	2
2014/2015	Erasmus Plus programme	Neapolis University Pafos (Cyprus)	1
2014/2015	Erasmus Plus programme	Sveučilište u Zagrebu (Croatia)	1
2014/2015	Erasmus Plus programme	Universidad de Granada (Spain)	2
2014/2015	Erasmus Plus programme	Universidad Rey Juan Carlos de Alcorcon (Spain)	1
2014/2015	Erasmus Plus programme	University of Bucharest (Romania)	1
2014/2015	Erasmus Plus programme	University of Crete (Greece)	1
2014/2015	Erasmus Plus programme	University of Deusto (Spain)	1
2014/2015	Erasmus Plus programme	University of Tartu (Estonia)	1
2014/2015	Erasmus Plus programme	UKF University (Slovakia)	1
2014/2015	Guest lectures conducted under the project Horyzonty Poznania (The Horizons of Cognition) founded by the Ministry of Science and Higher Education, Department of Dissemination of Science.	Clemson University (USA), National Center for PTSD, University Palo Alto (USA), University of Colorado (USA) University of Amsterdam (The Netherlands)	4
2014/2015	Research cooperation under international consortium in E-COMPARED programme – European Comparative Effectiveness Research on Internet-based Depression Treatment, 7th Framework Programme EU	VU University Amsterdam (The Netherlands) Linköpings Universitet (Sweden) Friedrich-Alexander-Universität Erlange-Nürnberg (Germany) London School of Hygiene and Tropical Medicine (UK) Stichting GGZ (The Netherlands) Universitat Jaume I De Castellon (Spain) Leuphana Universität Lünenberg (Germany) University of Limerick (Ireland) Universtität Bern (Switzerland) Universitat de València (Spain) Inesc Porto (Portugal)	42

		Gamian (Belgium) Inserm (France)	
2014/2015	Programme for enhancing the capacity of teaching provided by Bielefeld University – exchange of teaching staff	Bielefeld University (Germany)	1
2014/2015	Academic training in Emotion in Conflict Lab, IDC Herzliya, Programme of the Ministry of Foreign Affairs in Israelch	IDC Herzliya (Israel)	1
2014/2015	International cooperation under the programme HARMONY project „Space of reasoning. The importance of pictorial representation and reasoning gestures”, funded by National Science Centre	Princeton University (USA)	5
2014/2015	Study visit in Institute for Social Innovation	Carnegie Mellon University (USA)	1
2013/2014	Bilateral cooperation with The College of St Rose – student exchange, joint seminars and study visits	The College of St Rose (USA)	31
2013/2014	EU/US ATLANTIS Programme Cooperation in Higher Education and Vocational Training, Agreement Number: 2010 /2861, Dual master degree in Psychology with emphasis on Behavior Analysis”	California State University Stanislaus (USA) I Bangor University (UK).	24
2013/2014	“Summer School on European Business Culture” in cooperation with Beijing International Studies University	Beijing International Studies University (PRC)	13
2013/2014	Erasmus programme „Lifelong learning”	Catholic University of Leuven (Belgium)	4

2013/2014	Erasmus programme „Lifelong learning”	Masaryk University (Czech Republic)	3
2013/2014	Erasmus programme „Lifelong learning”	Roskilde Universitet (Denmark)	3
2013/2014	Erasmus programme „Lifelong learning”	Universidad de Almeria (Spain)	5
2013/2014	Erasmus programme „Lifelong learning”	Universidad Autónoma de Madrid (Spain)	3
2013/2014	Erasmus programme „Lifelong learning”	Universidad de Malaga (Spain)	8
2013/2014	Erasmus programme „Lifelong learning”	Universitat de València (Spain)	4
2013/2014	Erasmus programme „Lifelong learning”	University of Crete (Greece)	1
2013/2014	Erasmus programme „Lifelong learning”	Università degli studi di Bari Aldo Moro (Italy)	2
2013/2014	Erasmus programme „Lifelong learning”	Università degli Studi di Firenze (Italy)	2
2013/2014	Erasmus programme „Lifelong learning”	University of Bergen (Norway)	1
2013/2014	Scholarship and Training Fund Project „The challenges of education in the Internet age: support for network leaders to use ICT in schools”.	Norwayn Centre for Mathematics Education NTNU (Norway)	10
2013/2014	Scholarship and Training Fund Project „Mobility of students and employees of University”	University of Bergen (Norway)	1
2013/2014	Scholarship and Training Fund Project „Mobility of students and employees of University”	University of Iceland (Iceland)	3
2013/2014	Erasmus programme „Lifelong learning”	Universiteit Leiden (The Netherlands)	1
2013/2014	Erasmus programme „Lifelong learning”	Lunds Universitet (Sweden)	2
2013/2014	Erasmus programme „Lifelong learning”	Bogazici Universitesi (Turkey)	2
2013/2014	Erasmus programme „Lifelong learning”	Beykent University Istanbul (Turkey)	4
2013/2014	Erasmus programme „Lifelong learning”	Istanbul Bilim University (Turkey)	2
2013/2014	Erasmus programme „Lifelong learning”	Bangor University (UK)	1
2013/2014	Erasmus programme „Lifelong learning”	University of Kent (UK)	1
2013/2014	Erasmus programme „Lifelong learning”	University of Winchester (UK)	3

2013/2014	Erasmus programme „Lifelong learning”	Universidad Pontificia Comillas de Madrid (Spain)	1
2013/2014	Erasmus programme „Lifelong learning”	University Institute of Lisbon (ISCTE- IUL) (Portugal)	1
2013/2014	Erasmus programme „Lifelong learning”	Evangelische Hochschule Berlin – Protestant University of Applied Sciences (Germany)	1
2013/2014	Erasmus programme „Lifelong learning”	Aristotelio Panepistimio Thessalonikis (Greece)	1
2013/2014	Erasmus programme „Lifelong learning”	Maltepe University (Turkey)	2
2013/2014	Erasmus programme „Lifelong learning”	Izmir University of Economics (Turkey)	4
2013/2014	Erasmus programme „Lifelong learning”	Universitat Autònoma de Barcelona (UAB) (Spain)	1
2013/2014	Erasmus programme „Lifelong learning”	Friedrich-Schiller-Universität Jena (Germany)	1
2013/2014	Erasmus programme „Lifelong learning”	Goethe-Universität Frankfurt (Germany)	1
2013/2014	Erasmus programme „Lifelong learning”	Universidad Rey Juan Carlos (Spain)	2
2013/2014	Erasmus programme „Lifelong learning”	Sapienza University of Rome (Italy)	1
2013/2014	Erasmus programme „Lifelong learning”	University of Torino (Italy)	2
2013/2014	Erasmus programme „Lifelong learning”	Technische Universität Dresden (Germany)	1
2013/2014	Erasmus programme „Lifelong learning”	University of Deusto (Spain)	1
2013/2014	Erasmus programme „Lifelong learning”	University of Ljubljana (Slovakia)	2
2013/2014	Erasmus programme „Lifelong learning”	Universität Regensburg (Germany)	1
2013/2014	Erasmus programme „Lifelong learning”	Université de Lorraine (France)	1

2013/2014	Erasmus programme „Lifelong learning”	University of Tampere (Finland)	1
2013/2014	Erasmus programme „Lifelong learning”	University of Vic (Spain)	1
2013/2014	Erasmus programme „Lifelong learning”	St George International: English Language School (UK)	1
2013/2014	Erasmus programme „Lifelong learning”	European Association for Interantional Education (Czech Republic)	2
2013/2014	Guest lectures conducted under the project Horyzonty Poznania (The Horizons of Cognition) founded by the Ministry of Science and Higher Education, Department of Dissemination of Science.	University of London (UK), University of Cambridge (UK)	2
2013/2014	International research cooperation under the project “A Cross Cultural Study of the Psychology of Economic Inequality”	College of William and Mary, Williamsburg (USA)	4
2013/2014	International cooperation under the programme HARMONY founded by National Science Centre	School of Social Work and Psychology, University of East Anglia (UK)	1
2013/2014	International research cooperation of eye tracking lab	Eye Tracking Lab, Clamson University (USA)	2
2013/2014	International research cooperation and study visit	Universidad Autonoma Barcelona (Spain)	4
2013-2015	International cooperation under the programme HARMONY project „See means believe? Suggestion and misinformation in video transmission”, funded by National Science Centre	Amsterdam School of Communication Research, University of Amsterdam (The Netherlands)	7
2013-2015	Polish-German research project „Values and cultural norms and positive aging – Polish-German comparision” funded by Polish-German Foundation for Science	Freie Universitat Berlin	4

2012/2013	EU/US ATLANTIS Programme Cooperation in Higher Education and Vocational Training, Agreement Number: 2010 /2861, Dual master degree in Psychology with emphasis on Behavior Analysis	California State University Stanislaus (USA), Bangor University (UK)	15
2012/2013	EU/US ATLANTIS Programme Cooperation in Higher Education and Vocational Training, Excellence in Mobility, 2009-2629/001-001-CPT EU-US EIM, International Certificate in Applied Behavioral Studies	Marshall University (USA), University of Charleston (USA), University of Debrecen (Hungary)	5
2012/2013	Erasmus programme „Lifelong learning”	Catholic University of Leuven (Belgium)	2
2012/2013	Erasmus programme „Lifelong learning”	European University Cyprus (Cyprus)	2
2012/2013	Erasmus programme „Lifelong learning”	Masaryk University (Czech Republic)	5
2012/2013	Erasmus programme „Lifelong learning”	Johann Wolfgang Goethe- Universitaet (Germany)	2
2012/2013	Erasmus programme „Lifelong learning”	Roskilde Universitet (Denmark)	3
2012/2013	Erasmus programme „Lifelong learning”	University of Almeria (Spain)	6
2012/2013	Erasmus programme „Lifelong learning”	University of Deusto (Spain)	2
2012/2013	Erasmus programme „Lifelong learning”	Universidad Autónoma de Madrid (Spain)	2
2012/2013	Erasmus programme „Lifelong learning”	Universidad de Malaga (Spain)	9
2012/2013	Erasmus programme „Lifelong learning”	Université Lumière Lyon 2 (France)	4
2012/2013	Erasmus programme „Lifelong learning”	Université de Lorraine (France)	1
2012/2013	Erasmus programme „Lifelong learning”	Université Paris-Est Marne- la-Vallée (France)	1
2012/2013	Erasmus programme „Lifelong learning”	Eotvos Lorand Tudományegyetem (Hungary)	1
2012/2013	Erasmus programme „Lifelong learning”	Università Degli Studi di Bari (Italy)	4
2012/2013	Erasmus programme „Lifelong learning”	Università Degli Studi di Firenze (Italy)	1

2012/2013	Erasmus programme „Lifelong learning”	Baltijas Psihologijas un Menedzmenta Augstskola (Latvia)	1
2012/2013	Erasmus programme „Lifelong learning”	Vrije Universiteit Amsterdam (The Netherlands)	1
2012/2013	Erasmus programme „Lifelong learning”	Universiteit Leiden (The Netherlands)	1
2012/2013	Erasmus programme „Lifelong learning”	Tilburg University (The Netherlands)	2
2012/2013	Erasmus programme „Lifelong learning”	Lunds Universitet (Sweden)	1
2012/2013	Erasmus programme „Lifelong learning”	University of Tampere (Finland)	2
2012/2013	Erasmus programme „Lifelong learning”	Bogaziçi Üniversitesi (Turkey)	1
2012/2013	Erasmus programme „Lifelong learning”	Koç Üniversitesi (Turkey)	3
2012/2013	Erasmus programme „Lifelong learning”	Bangor University (UK)	4
2012/2013	Erasmus programme „Lifelong learning”	The University of Winchester (UK)	1
2012/2013	Erasmus programme „Lifelong learning”	Universidad de las Palmas de Gran Canaria (Hiszpania)	2
2012/2013	Erasmus programme „Lifelong learning”	Baltijas Starptautiska Akademija (Łotwa)	1
2012/2013	Erasmus programme „Lifelong learning”	Universita' Degli Studi di Roma 'la Sapienza' (Italy)	1
2012/2013	Erasmus programme „Lifelong learning”	Universitatea „Lucian Blaga” Din Sibiu (Romania)	2
2012/2013	Erasmus programme „Lifelong learning”	University Institute of Lisbon (ISCTE- IUL) (Portugal)	2
2012/2013	Erasmus programme „Lifelong learning”	Maltepe University (Turkey)	1
2012/2013	Erasmus programme „Lifelong learning”	Rey Juan Carlos University (Spain)	1
2012/2013	Erasmus programme „Lifelong learning”	University of Valencia (Spain)	2
2012/2013	Erasmus programme „Lifelong learning”	University of Regensburg (Germany)	1
2012/2013	Erasmus programme „Lifelong learning”	Constantine the Philosopher University (Slovakia)	3
2012/2013	Erasmus programme „Lifelong learning”	Friedrich Schiller Jena University (Germany)	1
2012/2013	Erasmus programme „Lifelong learning”	University of Tartu (Estonia)	1
2012/2013	Erasmus programme „Lifelong learning”	GV Malta English Centre (Malta)	5

2012/2013	Erasmus programme „Lifelong learning”	Euroacademia	1
2012/2013	Erasmus programme „Lifelong learning”	Inlingua Sprachcenter Koeln (Germany)	1
2012-2014	International cooperation under the programme HARMONY project „Attention focus training and depressive disorders”, funded by the Ministry of Science and Higher Education.	The College of William and Mary, Williamsburg, (USA)	4
2012-2013	International research cooperation under the project „Innovative methods in neuropsychological rehabilitation”.	Deutsche Forschungsgemeinschaft (Germany)	2
2012-2015	Membership and research cooperation in Human Science Center	Ludwig Maximilian-University of Munich (Germany)	1
2012/2013	Research cooperation under the programme „Mobility Plus” funded by the Ministry of Science and Higher Education	Florida Atlantic University (USA)	1
2012-2013	The main executor in Polish-German collaborative grant funded on the basis of Memorandum for Understanding between Poland and Germany.	Ministry of Science and Higher Education (Poland) & DFG (Germany)	2