UNIVERSITAT ROVIRA I VIRGILI

# MARTÍ FRANQUÈS RESEARCH FELLOWSHIP PROGRAMME

## Call of the public competition for the contracting of Trainee Predoctoral Research Staff (PIPF)

Approved by the Governing Council, 26th April 2018

## CONDITIONS OF THE COMPETITION

### 1. Background

The Rovira i Virgili University (URV) is an institution dedicated to providing the public service of higher education and research by means of teaching, research and university extension activities.

To meet this commitment in the field of research, the URV needs to train research staff by means of doctoral programmes and theses.

Contracts for trainee researchers are a fundamental tool both for attracting talented researchers from all over to come and study doctorates and for carrying out essential research activity throughout the university. For this reason, it is necessary to increase the number of doctoral contracts and to ensure that these contracts contribute to the URV's international visibility.

Consequently, to reach its objectives, the URV wants to incentivize the training of future doctoral students by means of a grants programme that enables the URV to:

1. Qualitatively and quantitatively increase the human and economic resources available to the URV for predoctoral training, research and teaching.
2. Strengthen the university's own doctoral programmes.
3. Increase the number of doctoral theses carried out in its departments.
4. Complement the training of doctoral students within the frame of R+D+I projects carried out by URV research groups.

### 2. Regulations

- Organic Law 6/2001, of 21 December, regarding universities, modified by Organic Law 4/2007, 12 April ( BOE 13/04/2007 - Official Spanish State Gazette).
- Law 1/2003, of 19 February, regarding the Universities of Catalonia.
- Decree 202/2003, of 26 August, which approved the Statute of the Rovira i Virgili University, modified by Government agreement GOV/23/2012.
- Law 14/2011, of 1 June, on Science, Technology and Innovation.
- Royal Decree 99/2011, of 28 January, which regulates official doctoral courses.
- Academic and Matriculation Regulations of the Doctoral Programme for the 2018-19 academic year.
- Trainee Predoctoral Research Staff Programme, approved by the Governing Council on 10 july 2012.

### 3. Scope

By means of the aforementioned law, the Universitat Rovira i Virgili regulates the contracts of trainee predoctoral research staff (PIPF).

### 4. Objective

The objective of this programme is to complete a doctoral thesis at the Rovira i Virgili University.

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## 5. Conditions

### *5.1 List of contracts*:

The competition is opened for predoctoral contracts **14** related to the annex attached to these conditions as part of the Martí i Franquès Programme of Research Grants.

### *5.2 Characteristics of the contracts*:

Trainee predoctoral researchers will have full-time research and teaching duties. Their principle obligation will be to complete a doctoral thesis at the Universitat Rovira i Virgili University within one of its official doctoral programmes. However, the corresponding Departmental Council may assign the trainee predoctoral researchers to collaborate in providing teaching assistance for up to 60 hours a year. These collaborations will be recorded in the individual's Academic Organization Plan (POA) and will provide the individual's department with a substantial amount of teaching support.

### *5.3 Requisites*:

a) General requisites

Candidates must:

- Be aged between 18 and the retirement age.
- Not have any illness that prevents them from carrying out their corresponding functions in a normal manner.
- Not have left the service of any of the public administrations for disciplinary reasons, or be forbidden from carrying out public functions.
- Not be disqualified in any of the ways listed in Law 53/1984, of 26 December, regarding the disqualification of personnel from the public administrations.

b) Specifically:

Possess an official Spanish undergraduate degree, or equivalent, and master's degree, or equivalent, and have passed a minimum of 300 ECTS credits during the course of their official university studies.

Students who meet the any of the following requirements may also access:

- Possess an official Spanish university qualification or a qualification from another member country of the European Area of Higher Education that enables the holder to access the master's course in accordance with article 16 of Royal Decree 1393/2007, of 29 October, and have passed a minimum of 300 ECTS credits during the course of their official university studies, of which at least 60 must be master's degree credits.

- Students who possess an official Spanish undergraduate degree which, in accordance with European Union law, is worth at least 300 ECTS credits. These students must complete the research bridging courses, unless their undergraduate degree's study plan includes research training credits that are equivalent in value to the master's degree credits.

- University graduates who, having previously passed the entrance exam onto a specialized health training course, have completed two years of a training programme leading to an official qualification in one of the health science specialities.

- Students who possess a foreign qualification that does not require homologation, providing that the URV can verify that this qualification is equivalent to an official Spanish university master's degree and that it allows the holder to access a doctoral programme in the issuing country.

- Graduates, Architects or Engineers in possession of an Advanced Studies Diploma (DEA), obtained in accordance with Royal Decree 778/1998, of 30 April, or who have obtained research aptitude as regulated by Royal Decree 185/1985, of 23 January.

- To be in possession of a Spanish official university degree that has obtained correspondence at level 3 of the Spanish Framework of Qualifications for Higher Education (MECES), in accordance with the procedure established in RD 967/2014, of November 21, which establishes the requirements and the procedure for the homologation and declaration of equivalence to a degree and official university academic level and for the validation of foreign studies of Higher Education, and the procedure to determine the correspondence to MECES levels of the official titles of Architect, Engineer, Graduate, Technical Architect, Technical Engineer and Diplomats.

- Students who are registered an official university master's degree that allows the holder to access the doctoral programme in the 2018-2019 academic year.

Admission to a doctoral programme[1] must be accredited when formalizing the contract with the URV.

The selected candidates must apply within three months from the date on which the selection process is concluded, and must complete their enrolment full time onto a doctoral programme and present the corresponding document to the Human Resources Service during the first trimester of the grant. In exceptional cases, for which candidates can show due justification, this period may be extended to 31 March 2019.

If the candidate does not register, he/she will be stripped of the contract and will have to return any of the money that he/she may have received. Should this happen, the next candidate on the corresponding department's list will be proposed for the contract, provided that such a list has been agreed.

If, during the selection process, the selection committee believes there is sufficient reason, it may request any of the candidates to prove that they fulfil all or some of the requirements for participation in the selection process.

[1] In accordance with the Academic and Matriculation Regulations of the Doctoral Programme, candidates must first complete the pre-registration process in order to be admitted onto the doctoral programme within the periods established by the university for this purpose.

***5.4 Duration***

PIPF contracts will have an initial duration of one year and may twice be extended for another year up to a total period of three years provided that the thesis supervisor has submitted a favourable report and in accordance with the academic committee of the doctoral programme.

In the case of contracts that are under the aegis of R+D+I projects or agreements with other institutions, the student must also submit a favourable report from the principal researcher of the said project or from the Monitoring Committee, and a guarantee of funding from an R+D+I project or from any other funds available to the research group to which the principal researcher is affiliated. This funding must be used expressly for the project.

In exceptional circumstances, the academic committee of the Doctoral Programme may renew the predoctoral contract for a fourth year provided that a report is submitted which provides reasonable guarantees that the thesis will be completed during this period. The academic committee will do this in agreement with the department to which the student is attached and provided that the department is willing to pay the cost of the renewal.
PIPF contracts may be rescinded at any time on agreement by the Departmental Council and by Resolution of the Rector once they have received the necessary report from the department recommending such a course of action.

In all cases, the annual renewal of the contract will depend on the availability of the necessary funds.

Any amounts awarded for similar grants or contracts will be discounted from the total amount of this contract.

If, during the period of the contract, the candidate defends his/her thesis, he/she may not continue the contract and it will be terminated. Once trainee researchers have obtained the degree of doctor, the research training phase will come to an end and the postdoctoral stage will commence. In all cases, these contracts will terminate on the last day of the month in which the predoctoral researcher defends their thesis.

***5.5 Amount***:

The money provided by the predoctoral contracts will be used to pay:

a) Gross monthly payment: the gross monthly payment of the contracts during the first year (2018) is 1.162,22 € for twelve months.
b) Corresponding fees for the thesis supervision.

The money provided by the predoctoral contracts will be paid by the funding entity.

***5.6 Presentation of applications***:

Individuals who meet the necessary requirements to apply for one of these contracts must present the corresponding application on the website of the URV. The following documentation must be sent electronically:

- Photocopy of identity card, resident's card or passport currently in force.
- Curriculum Vitae
- Photocopy of the certificate of the official academic qualification or proof of payment of the fees for the issuance of the certificate that allows the holder to access the doctoral studies. Students who are registered on an official university master's course that allows them to access the doctoral programme during the 2018/2019 academic year must present a photocopy of their master's course registration form.
- Photocopy of academic transcript of the undergraduate degree.
- Photocopy of academic transcript of the master's degree. Candidates who have not completed their master's degrees must send their provisional academic transcript.
- Other merits

All documentation must be presented with the application form in the manner indicated above and within the period established.

Under no circumstances will any qualification or merit that has not been accredited in the manner stipulated in these conditions be taken into account.

Deadline for applications: **10th June 2018**

***5.7 Resolution***:

The Departmental Councils will form the committees that have to evaluate the applications submitted for each contract. These committees will have three full members and three substitute members who are all members of the department's permanent teaching and research staff and who meet the URV's requirements to supervise doctoral theses.

The committees for evaluating applications for contracts funded by R+D+I projects will be presided over by the principal researcher affiliated to contract.

Applications for contracts that are governed by agreements between the URV and other institutions will be evaluated by the committees stipulated in the respective agreements.

Each committee will assign the contracts in accordance with either its Departmental Council or its Monitoring Committee (according to the circumstances), and its main criterion will be the relevance of each applicant's academic transcript to the area of knowledge pertaining to the contract. The committee members may decide to interview candidates in person. Likewise the committees may issue a list of the successful candidates in order of preference.

After examining the proposal assignation of contracts, the Rector will pass a resolution in which he will name a candidate for each contract in the order proposed by the Departmental Council or Monitoring Committee until all the contracts in the competition have been awarded. The competition may be declared void.

Any appeal against the awarding of the contracts must be addressed to the Rector of the URV and presented to the General registry within one month of the publication of the award.

***5.8 Contracting***:

From the day after the selection committee publishes its list of proposed candidates, these candidates must present the relevant documentation to the Human Resources Service within the established period so that they can sign the corresponding contract. Candidates who fail to present this document within the established period will be regarded as having renounced the offer of a contract.

If a candidate renounces his/her appointment of if the contract is unsigned, the rector will appoint the first candidate on the list in order of preference.

The type of contract will be a fixed term, full time Predoctoral Contract (Trainee Predoctoral Research Staff). Successful candidates will be registered with the general regime of the social security system.

***5.9 Renunciations and substitutions***:

If the beneficiary wishes to renounce the contract, he/she must communicate this in writing to the Human Resources Service, giving at least 15 days' notice. This communication must state that the student has voluntarily renounced the contract and give the date from which he/she wishes to withdraw from it.

A trainee predoctoral researcher may be substituted if this is requested by the researcher's department in cases where the department finances the research position with its own funds, by the evaluation committee for positions generated by contracts funded by R+D+I contracts, or by monitoring committees for positions created by agreements between the URV and other entities. A request to substitute a trainee predoctoral researcher may be made in the following cases:

- renunciation
- non-renewal
- early cessation

If an applicant relinquishes or resigns from a contract before time, and if there is a waiting list, the rector will appoint the first candidate on the waiting list as the applicant's replacement.

***5.10 Incompatibility***:

These contracts are incompatible:

- with any other grant or contract, with payments that imply a contractual link of a similar nature;
- with activities that, in the opinion of the Human Resources Committee delegated by the Governing Council of the URV, may prevent the individual from dedicating him/herself exclusively to the work that is the object of the contract;
- with occasional or infrequent activities carried out at the URV for which the individual receives a payment of more than 30% of the gross annual value of the grant.

***5.11 Others***:

The awarding of a PIPF contract does not imply any type of commitment on the part of the awarding department regarding the subsequent employment of the trainee predoctoral researcher.

In accordance with the Regulations regarding the Industrial and Intellectual Property of the URV that were approved by the Governing Council on 30 April 2009, the intellectual ownership of a literary, artistic or scientific work belongs to the author for having created it, although the exploitation rights will have first been transferred to the university unless there is an agreement to the contrary.

Any publication or other results that result from the contract must cite the funding entity or entities in the appropriate section and the reference number assigned to the funding.

***5.12 Complaints***:

Any interested party may lodge an administrative appeal against this competition and its conditions at the Administrative Court in Tarragona within two months, counting from the day after notification is received. An appeal for reversal can also be made to the Rector of the URV prior to the administrative appeal and within one month of the day after notification is received.

Likewise, interested parties can appeal to the rector of the URV against the actions of the committee within one month of having been informed of this decision. This appeal will be understood to have been rejected if the university administration publishes no resolution regarding the appeal within three months after it has been lodged. The opportunity to lodge an administrative appeal at the Administrative Court of Tarragona will expire six months from the day after the appeal lodged with the Rector has been rejected. If a resolution is published regarding the appeal lodged with the Rector, the interested party will have two months starting from the day after they have been notified of this to lodge an administrative appeal.

Likewise, interested parties may lodge any other appeal they deem necessary to defend their interests.

Tarragona, 14 May 2018