

Evaluation Grid The OTM-R System (Open, Transparent, Merit-based recruitment) - August 2023

QUESTIONS	Open	Transparent	Merit	Advancement	ANSWERS
Have we published a version of our OTM-R policy online (in the national language and in English)?	x	x	x	++ YES Completed	The regulations are defined at the national level and posted on the recruitment sites (https://www.galaxie.enseignementsup-recherche.gouv.fr , place-emploi-public), and the University already applies the OTM-R principles. A policy charter for "Open transparency merit-based recruitment" (OTM-R) was presented to the Academic Council on 27 June 2023 and to the Board of Directors on 6 July 2023, then will be published in French and English on the internal website.
Do we have an internal guide that clearly defines OTM-R procedures and practices for all types of position?	x	x	x	++ YES Completed	The OTM-R's policy is defined in the teacher-researcher's guide available online on the University website, with a complementary proposal for a guide to research careers to be produced during Phase 2 of the label's implementation. In addition, an annually updated guide is sent to the chairs of the selection committees.
Are all the people involved in the process adequately trained in OTM-R?	x	x	x	-/+ Partial YES	Professional training is planned for teacher-researchers and should be developed for other staff.
Are we using e-recruitment tools (enough)?	x	x	x	+/- YES substantial	Job offers on national platforms (https://www.galaxie.enseignementsup-recherche.gouv.fr , place-emploi-public.gouv.fr) and local platforms (https://www.pantheonsorbonne.fr/universite/travailler-a-luniversite/). Publications are automatic for EURAXESS.
Do we have a quality control system in place for OTM-R?	x	x	x	-- No	The HRS4R action plan includes complementary action on this subject.
Does the current OTM-R policy encourage researchers from outside the University to apply?	x	x	x	+/- YES substantial	Job vacancies are open to all candidates who meet the specific requirements corresponding to the profession and status of the vacancy.
Is our current OTM-R policy in line with policies aimed at attracting researchers from abroad?	x	x	x	+/- YES substantial	Applications are open to foreign candidates for teaching and research posts, as well as for permanent and non-permanent administrative posts. Positions are published on EURAXESS.
Is our current OTM-R policy in line with policies aimed at attracting under-represented populations?	x	x	x	+/- YES substantial	The university has drawn up an action plan for the integration of disabled people and ensures that recruitment complies with non-discrimination legislation.
Is our current OTM-R policy in line with policies aimed at providing attractive working conditions for researchers?	x	x	x	+/- YES substantial	A national salary scale determines the salaries of teacher-researchers and all permanent staff. The University has drawn up a salary scale for other categories of staff, approved by the Board of Directors.
Do we have the means to check that the most qualified researchers are applying?				-/+ Partial YES	This is only possible in highly specialised areas.
Publication and application phase					
Do we have clear guidelines or models (e.g. EURAXESS) for publishing jobs?	x	x		+/- YES substantial	The job descriptions for teacher-researcher positions are published on the Galaxie and University websites. For other categories of staff, job descriptions are published on place-emploi-public.gouv.fr , on the University website and on EURAXESS.

Do we include in the job offer references/links to all the elements provided in the relevant section of the toolbox?	x	x		-/+ Partial YES	This is done for EURAXESS job ads.
Are we making full use of EURAXESS to ensure that our research job ads reach a wider audience?	x	x		+/- YES substantial	Yes, jobs published on Galaxie are automatically published on EURAXESS.
Are we reducing the administrative burden on candidates to a minimum?	x	x	x	++ YES Completed	Most procedures are paperless.
Selection and assessment phase					
Do we have clear rules for appointing selection committees?		x	x	++ YES Completed	For teacher-researchers, the procedures followed by the selection panels are strictly in line with national legislation. As with other categories of staff, permanent staff are recruited by competitive examination. Staff recruited on fixed-term contracts are employed according to procedures approved by the University's Academic Board.
Do we have clear rules on the composition of selection committees?	x	x	x	++ YES Completed	The composition of the selection and professional examination committees is determined by national legislation. Procedures may vary for staff recruited on fixed-term contracts, depending on the level of the position in question.
Are the committees sufficiently gender-balanced?	x	x	x	+/- YES substantial	The selection panel and the professional examination panel comply with national regulations on parity. Unfortunately, for some disciplines, the pool of candidates for panels does not allow parity to be respected.
Do selection committees have clear guidelines to help them assess "merit" to select the best candidate?	x	x	x	+/- YES substantial	A Vademecum has been drawn up for selection committees: recommendations on recruitment procedures for selection committee chairs (open-access documents and rooms). The drafting of management guidelines is scheduled for Phase 2.
Appointment phase					
Do we inform all candidates at the end of the selection process?		x		++ YES Completed	Candidates for recruitment via competitive exams/selection are informed via the national application portal. Recruitment procedures for other categories of staff still need to be improved.
Are we providing adequate feedback to respondents?		x		++ YES Completed	YES, this is a regulatory requirement.
Have we set up an appropriate complaints mechanism?	x	x		++ YES Completed	The procedures depend on the type of recruitment. It should be noted that the decision of the professional examination board is final.
Overall assessment					
Do we have a system in place to assess whether the OTM-R is achieving its objectives?				+/- YES Substantial	Selection panels and professional examination boards draw up a report at the end of each recruitment campaign.