

Call for applications for UOC grants for postdoctoral guidance on the doctoral programmes in Society, Technology and Culture; Network and Information Technologies; Education and ICT (E-learning); Humanities and Communication; Health and Psychology, and Law, Politics and Economics – 2024/2025

The Vice Rector for Research, Knowledge Transfer and Entrepreneurship, in exercising his authority in terms of the training of researchers, hereby invites applications for UOC grants for postdoctoral guidance on the doctoral programmes in Society, Technology and Culture; Network and Information Technologies; Education and ICT (E-learning); Humanities and Communication; Health and Psychology, and Law, Politics and Economics for research staff undertaking postdoctoral training, within the framework of Spanish Law 14/2011, of 1 June 2011, on Science, Technology and Innovation; Spanish Law 17/2022, of 5 September 2022, amending Spanish Law 14/2011; Spanish Law 14/2013, of 27 September 2013, on Support for Entrepreneurs and Internationalization, and Spanish Royal Decree 103/2019, of 1 March 2019, approving the for Trainee Predoctoral Research Staff Statute.

This programme is funded by the Fundació per a la Universitat Oberta de Catalunya (FUOC).

1. Purpose of the call

- I. In order to promote the training of researchers in the different research groups at the Universitat Oberta de Catalunya (UOC), the UOC is awarding **two [2]** grants for postdoctoral guidance in the framework of the doctoral programmes in Society, Technology and Culture; Network and Information Technologies; Education and ICT (E-learning); Humanities and Communication; Health and Psychology; and Law, Politics and Economics.
- II. This call is made in accordance with the guidelines established by the UOC Research Grants Evaluation and Selection Committee appointed by the university's Governing Council.

2. Programme structure

- I. The UOC grant programme is regulated by Spanish Law 14/2011, of 1 June 2011, on Science, Technology and Innovation; Spanish Law 17/2022, of 5 September 2022, amending Law 14/2011; Spanish Law 14/2013, of 27 September 2013, on Support for Entrepreneurs and Internationalization, and Spanish Royal Decree 103/2019, of 1 March 2019, approving the Trainee Predoctoral Research Staff Statute.
- II. In accordance with Article 21 of Spanish Law 14/2011, the trainee researchers will sign a predoctoral contract for a maximum period of twelve [12] months, the object of which is postdoctoral guidance after obtaining their doctorate.

3. **Grant amount and form of payment**

The award of a grant requires the signing of a predoctoral employment contract for a maximum of twelve [12] months.

The amount of the grant is established by taking as reference the remuneration stipulated in Spanish Royal Decree 103/2019, of 1 March 2019, approving the Trainee Predoctoral Research Staff Statute.

The amount to be received by the trainee researcher is €23,871.33 gross. This amount will be subject to taxation and social security contributions in accordance with the applicable legislation. The amount will be paid monthly by bank transfer to the account indicated by the trainee researcher.

The beneficiaries of the grant with a predoctoral contract will have all those employment and other rights relating to social security deriving from the contract signed with the UOC.

4. **Documentation to be submitted**

- I. Candidates will need to complete a grant application form which, once signed, must be submitted in digital format via the Virtual Campus, along with the documentation required for this grant, as detailed on the Virtual Campus: *Procedures > UOC doctoral student grants > Renewal of the grant from the third year to the fourth*. The deadline for applications is **15 September 2024**.

5. **Evaluation and Selection Committee**

- I. The UOC Grants Evaluation and Selection Committee is the body responsible for evaluating and selecting candidates who have submitted applications for this call, based on the proposals and prior appraisal of the doctoral programme's committee.

Each doctoral programme has its own evaluation committee, made up of experts from the programme's specific field.

The general evaluation committee is made up of the directors of each doctoral programme and the director of the Doctoral School:

- Dr David Masip Rodo
- Dr Ferran Adelantado Freixer
- Dr Mireia Fernández-Ardèvol
- Dr Iolanda Garcia González
- Dr David Martínez Zorrilla
- Dr Rubén Nieto Luna
- Dr Carles Prado Fonts

- II. The Committee will decide upon the awarding of grants at a single session, after their proposal has been approved by the Governing Council, in accordance with the selection criteria established in clause 6 herein.

- III. The Committee may, if it deems it necessary, request further information from the candidates to describe, expand and/or modify the initial project proposal submitted.
- IV. The Committee reserves the right to declare the places vacant and is competent to resolve any issue that is not expressly regulated herein.

6. Selection criteria

I. The specific evaluation criteria for this call are as follows. Participants must:

- Defend their thesis **before the end of the third year of the predoctoral UOC grant contract**.
- Be awarded the highest possible mark in the doctoral thesis assessment: **Excellent cum laude**.
- Respond to the call for applications and submit their plan for the fourth year before **15 September 2024**.
- Receive a favourable report from the thesis supervisor or research group leader.
- Keep track of all their activities in a document so they can be evaluated.
- Have published an article.
- Take part in the doctoral research seminars and, where applicable, in research groups' seminars.
- Take part in the research workshops and other activities organized by the UOC for researchers to find out about relevant research and to integrate into the university community.

II. In order to renew the UOC grant for a fourth year, they must fill in this [application form](#) and submit it via the Virtual Campus: *Procedures > UOC doctoral student grants > Renewal of the grant from the third year to the fourth*.

7. Provisional selection of candidates

I. The provisional selection of the candidates for the grant will be published on the UOC's [e-Noticeboard](#) and [Doctoral School website](#) on **19 September 2024**. Notification will be sent by email to the address given in the application by the provisionally selected candidates.

8. Appeals

I. All applicants will then have a period for appeals between **19 September and 20 September 2024**.

Appeals must be sent to the UOC Grants Evaluation and Selection Committee, as a formal letter, via the *Procedures* section on the Virtual Campus.

II. The UOC Grants Evaluation and Selection Committee undertakes to decide on the appeals received. The final selection of candidates to be beneficiaries of a grant for postdoctoral guidance will be published on the UOC's [e-Noticeboard](#) and [Doctoral School website](#) on **25 September 2024**.

9. *Final selection of candidates*

- I. The beneficiaries will receive notification with instructions on how to formally accept the grant by signing a standardized document and submitting the corresponding documentation. They must do so within a maximum period of five [5] working days, counting from the day after the notification is sent.
- II. Any beneficiary who does not formally accept the grant within the period stated in the previous paragraph will be considered to have waived the grant.
- III. If a beneficiary waives their grant before **1 December 2024**, it will be awarded to the next person on the waiting list with the highest score. Awards made during this waiver period will be notified and published as established above.

If a beneficiary waives their grant after the date set above, the place will be left vacant.

10. *Terms and conditions of the grants*

- I. Trainee researchers cannot undertake any activities for which they receive remuneration if they could affect their ability to conduct their research fully. However, the management of the Doctoral School may consider requests to carry out teaching activities (giving courses, presentations, speeches, etc.), collaboration in R&I work or contracted R&I work that is directly related to the training and research undertaken by the trainee researcher, as long as these are occasional and not regular activities. These activities may not take up more than 60 hours per year.
- II. If the trainee researcher receives remuneration from any of the activities mentioned above, this may not exceed 30% of the gross annual sum of the grant.
- III. If the teaching activity takes place at the UOC, the trainee researcher will not receive any additional remuneration to the amount paid by means of the grant.
- IV. The length of the contract will be extended to cover any period of temporary incapacity or full-time leave for pregnancy, risk during pregnancy, breastfeeding (or the full-time equivalent), childbirth and childcare, adoption, guardianship for adoption purposes or fostering, or for equivalent situations, or full-time leave for work-life balance or caring for children, family members or dependants, or unpaid leave for caring for a child or family member.
- V. The trainee researcher will develop their research activities at the UOC's Interdisciplinary R&I Hub in Barcelona. The predoctoral contract for the doctoral programmes, i.e., the grant, will begin **1 October 2024** and in accordance with the provisions of clause 3 herein. The trainee researchers must start on site on **1 October 2024**. Trainee researchers from non-EU countries can start work once they have received their Spanish residency and work permits. This means that the start date depends on when they receive the permits and documents required to sign the contract.
- VI. The trainee researcher expressly authorizes the UOC to use, as the university deems fit (except for publication), the results and reports submitted for the grant application or as supporting documentation for the work done, and to carry out any procedures necessary with other people or institutions that may be funding, in part or in full, the grant awarded.

- VII. Notwithstanding that, in accordance with Spanish Law 14/2013, the trainee researcher may exercise the intellectual property rights deriving from their own research training activities, depending on their contribution, as established in the revised text of the Spanish Law on Intellectual Property, approved by Spanish Royal Decree 1/1996, of 12 April 1996.

11. Rights of trainee researchers

The rights of the beneficiaries of a UOC postdoctoral guidance grant include, but are not limited to:

- Obtaining the necessary support from the UOC to carry out their research activities.
- Using the UOC's services and taking part in its activities in accordance with internal regulations.
- Participating in UOC calls for applications for grants.
- Exercising the intellectual property rights deriving from their own research training activities, depending on their contribution, as established by the revised text of the Spanish Law on Intellectual Property, approved by Spanish Royal Decree 1/1996, of 12 April 1996, and the UOC's Intellectual Property regulations.
- Receiving the funding described in clause 3 herein.
- If budgetary provisions allow, recovering the grant in the event of interruptions caused by force majeure.
- Carrying out teaching activities, collaborating in R&I work or undertaking contracted R&I work subject to the prior authorization of the management of the Doctoral School and in accordance with the requirements set out in this document, and in the current internal intellectual property regulations.
- Making research visits to other centres. In each case, the management of the Doctoral School will decide on whether these visits are appropriate and whether this will involve temporarily suspending the grant and, hence, stopping payments.
- Full payment of the corresponding grant will be maintained during both the interruption and the recovery period. The extension period will correspond to the amount of time of the interruption, under the legally established terms.

12. Obligations of trainee researchers

The obligations of the beneficiaries of a UOC postdoctoral guidance grant reflect that established by Spanish Law 14/2013, and include, but are not limited to:

- Carrying out the research work in accordance with the criteria established by the management of the Doctoral School and the UOC's research group coordinator assigned to the programme.

- Residing in Spain. It is highly recommended that the habitual residence be in Catalonia – the research centre is located in Barcelona – so that they can carry out the on-site activities required for their research.
- Carrying out regular research at the UOC's Interdisciplinary R&I Hub facilities, located in Barcelona, without prejudice to any temporary stints that may be necessary during the course of this activity in other higher educational centres or research centres and any travel undertaken for fieldwork and to disseminate the research work.
- Stating their affiliation to the university thus: "With the support of a grant from the UOC", in any written documents deriving from the research work undertaken.
- Attending and participating in the doctoral and group research seminars, and attending and taking advantage of the research seminars, workshops and other activities organized by the UOC for research staff, as well as any initiatives organized or facilitated by the UOC to enhance their training or to aid their integration in the university community and the host country.
- Integrating in the community of the Doctoral School, in particular, and the UOC community, in general, in the spirit of scientific collaboration.
- Notifying the UOC in writing if any other grant or similar subsidy is awarded or there is any interruption to the grant period due to force majeure.
- Accepting the grants that the UOC may obtain from other individuals or organizations to partially or fully offset the grant, so long as this substitution does not involve the beneficiary of the grant having to accept lower remuneration.
- Requesting permission through the means established for this from the management of the Doctoral School to undertake research visits at other centres.
- Notifying the Doctoral School and the Personnel department of any period of temporary incapacity or full-time leave for pregnancy, risk during pregnancy, breastfeeding (or the full-time equivalent), childbirth and childcare, adoption, guardianship for adoption purposes or fostering, or for equivalent situations, or full-time leave for work-life balance or caring for children, family members or dependants, or unpaid leave for caring for a child or family member.
- Accepting any obligations incumbent upon them as a result of being covered by the Social Security system.
- Abiding by the internal regulations of the UOC, especially employment conditions and health and safety regulations.
- Respecting the ethical implications of the research activity being carried out.
- Complying with the UOC's regulations on acceptable behaviour (Normativa de convivència) and the rights and obligations in the doctoral candidate agreement, all of which have been established in accordance with the applicable academic laws.

- In the case of people from countries outside the EU who want to travel or carry out a research stay in which they must remain outside the country for more than 6 months, previously contacting the Personnel department at persones@uoc.edu to receive information and support on the procedure and the necessary documentation.
- Taking holidays during the calendar year, as is the case for all UOC staff. If they don't apply for their holidays, these days will be lost and cannot be recovered. They will not be paid in the final payslip. Any holidays must be approved by the management of the Doctoral School before being taken and applications must be submitted through the Personal Affairs site (Endalia).
- Adhering to the conditions and obligations set forth herein, as well as all applicable internal regulations.

Should any of these obligations not be fulfilled, the grant awarded may be subject to revocation by the UOC Grants Evaluation and Selection Committee, and any relevant disciplinary proceeding provided for in the FUOC's collective bargaining agreement may be initiated.

13. Data protection

In compliance with Spanish Organic Law 3/2018, of 5 December 2018, on protection of personal data and guarantee of digital rights, and Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR), participants are hereby informed of the following aspects:

Data controller

Fundació per a Universitat Oberta de Catalunya
Rambla del Poblenou, 154-156, Barcelona, 08018
Tax ID number (NIF): G60667813

If you have any questions about the processing of personal data, you can contact the data protection officer at the following email address: dpd@uoc.edu.

Purpose of the processing

Organize, manage and decide on this call for applications for UOC postdoctoral guidance grants in the doctoral programmes in Society, Technology and Culture, Network and Information Technologies, Education and ICT (E-learning), Humanities and Communication, Health and Psychology, and Law, Politics and Economics – 2024/2025, (hereinafter "the Activity").

Carry out assessment and follow-up of the Activity through satisfaction surveys.

Publish the names and surnames of the people benefiting from the Activity on the UOC's [e-Noticeboard](#) and [Doctoral School website](#).

Legal basis

The organization, management and decisions related to the Activity, and the publication of the beneficiaries' persons (names and surnames) on the UOC's e-Noticeboard and Doctoral School website are based on the execution of the contract (the terms and conditions of the call for the Activity).

Legitimate interest in the assessment and the follow-up of the Activity through statistics and satisfaction surveys.

Storage period

Personal data will be kept for the time needed for the purposes indicated. At the end of the indicated period, the UOC will keep the personal data blocked for the period necessary to comply with the legal obligations resulting from any liability that may arise in relation to the indicated purposes. When these liabilities expire, the personal data will be permanently erased.

Security measures in place to protect personal data

The UOC processes personal data under conditions of complete confidentiality. It has also implemented appropriate technical and organizational measures to guarantee their security and prevent their destruction or unlawful access or tampering. Criteria such as the scope, context and purpose of the processing, the current state of the art and the existing risks have been taken into account when deciding upon these measures.

Recipients

Where necessary, the UOC may disclose the personal data you provide to third parties in order to comply with any applicable legal obligations.

The UOC works with a number of service providers that assist it in performing different tasks related with the processing of personal data.

Rights of data subjects

Data subjects have the following data protection rights:

Right	Definition
Right of access	You can request what personal data is held.
Right to rectification	You can request that the personal data held be rectified when it is inaccurate.
Right to object	You can request that your personal data not be processed for specific purposes.
Right not to be subject to an automated individual decision-making	You can request not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you.

Right to erasure	You can request that your personal data be erased.
Right to restriction of processing	You can request that the processing of your personal data be restricted.
Right to data portability	You can request that the personal data held be provided to you in digital format.
Right to lodge a complaint with the supervisory authority	Without prejudice to exercising your rights before the data controller, you can lodge a complaint at any time with the supervisory authority to defend your rights on the www.apdcat.cat website.

To exercise these rights, send an email to fuoc_pd@uoc.edu, with "Data Protection" in the subject line, and attach, where necessary, a copy of your identification document, and the minimum content required by the applicable regulations. If the request does not meet the specified requirements, you may be required to amend it. There is no charge for exercising these, but a fee may be charged when requests are unfounded, excessive or repetitive.

14. Enquiries

The UOC provides participants in this call for applications an email address (phd_school@uoc.edu) they can write to with enquiries about the terms and conditions, deadlines, and, in general, any aspect covered herein.

15. Jurisdiction

These terms and conditions are governed by the laws of Spain.

Any dispute or litigation arising from these rules and the grants awarded will be submitted to the courts and tribunals of the city of Barcelona. Applicants and beneficiaries waive any other jurisdiction that may apply to them.

Barcelona, 15 April 2024

Signed: Xavier Vilajosana Guillen
Vice Rector for Research, Knowledge Transfer and Entrepreneurship