

# The Human Resources Dimension

1. Human Resources in HE in Portugal
2. Human Resources in Polytechnic System
3. Human Resources in IPP

# HUMAN RESOURCES IN HIGHER EDUCATION

# 1. Human Resources in HE in Portugal

In Portugal not a single statute regulate the teaching career and the Human Resources Management in general. There are few main laws to regulate HR.

Teaching  
staff



- Staff Regulations of University Teaching Career  
Decree Law n. 205/2009 of 31<sup>st</sup> August and Law n. 8/2010 of 8<sup>th</sup> May (ECDU)
- Staff Regulations of Polytechnics Teaching Career  
Decree Law n. 207/2009 of 31<sup>st</sup> August and Law n. 7/2010 of 8<sup>th</sup> May (ECPDESP)
- Staff Regulations of Scientific Research Career  
Decree Law n. 124/99 of 20<sup>th</sup> April and Law n. 157/99 of 14<sup>th</sup> September (ECIC)

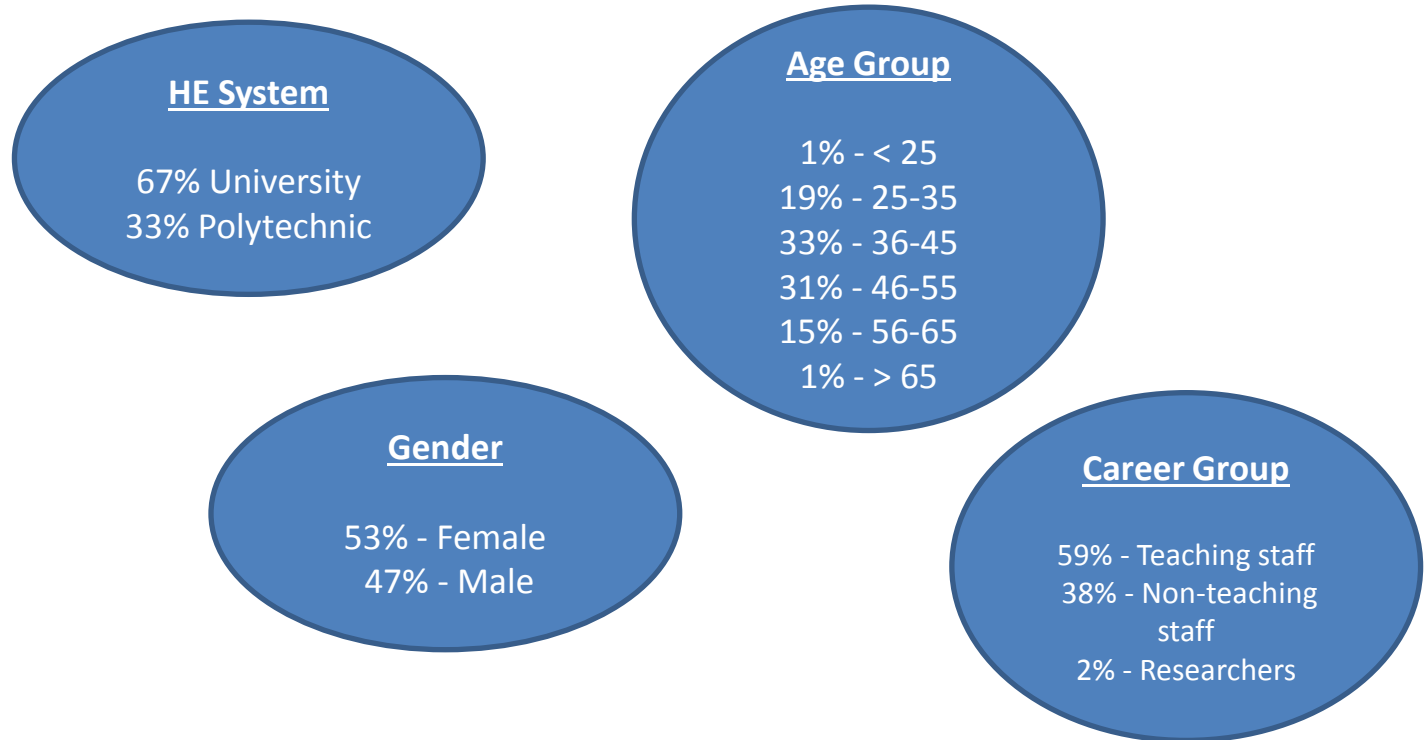
Non-teaching  
staff



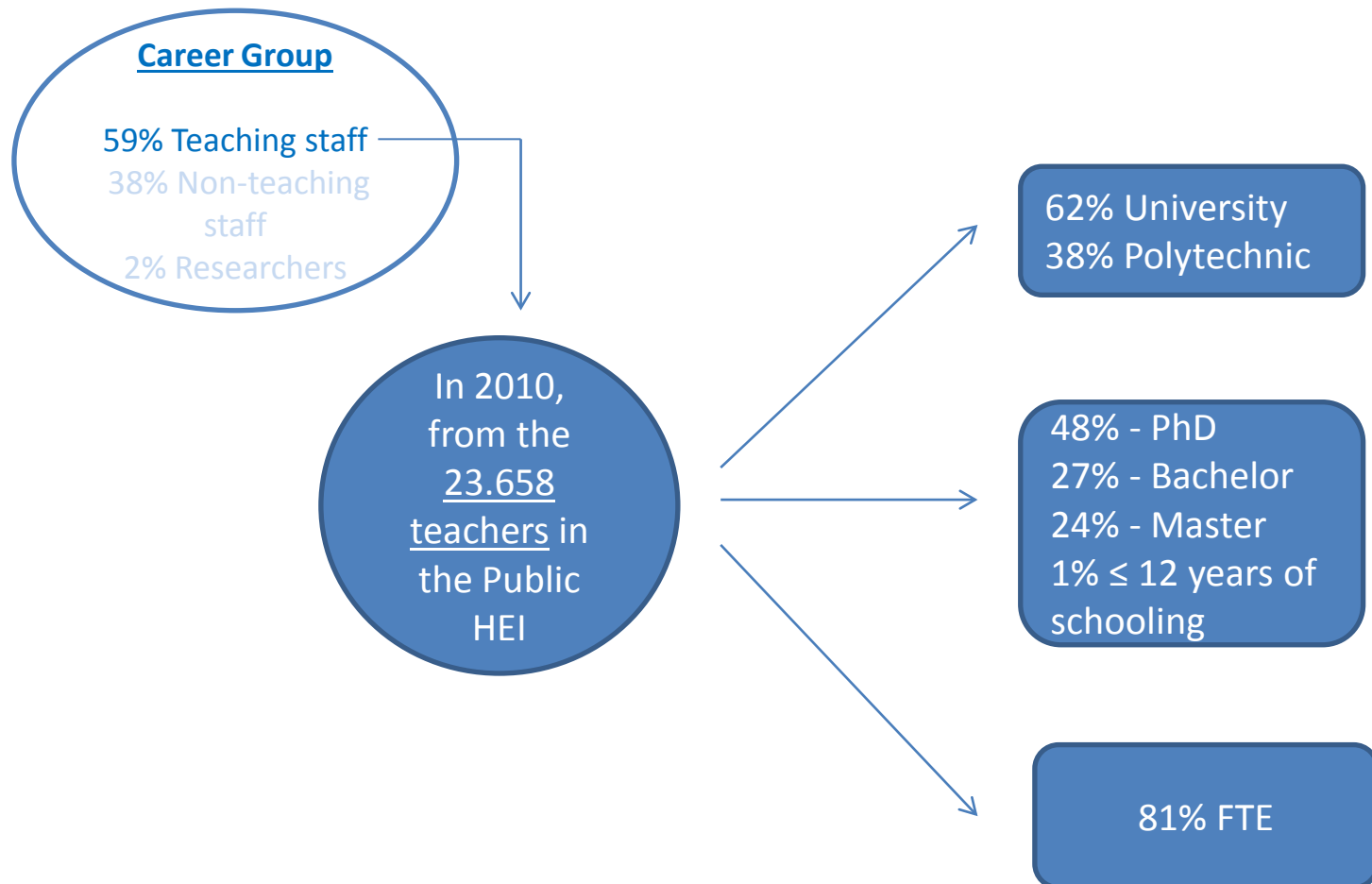
- Law n.º 12-A/2008 of 27<sup>th</sup> February - defines and regulates the linking regimes, the career and remuneration of public employees defining, in addition, the legal regime applicable to each-functional mode of constitution of the legal public employment relationship (LVCR)
- Law no. 66-B/2007 of 28<sup>th</sup> December - establish the integrated management and performance evaluation system in Public Administration (SIADAP).

# 1. Human Resources in HE in Portugal

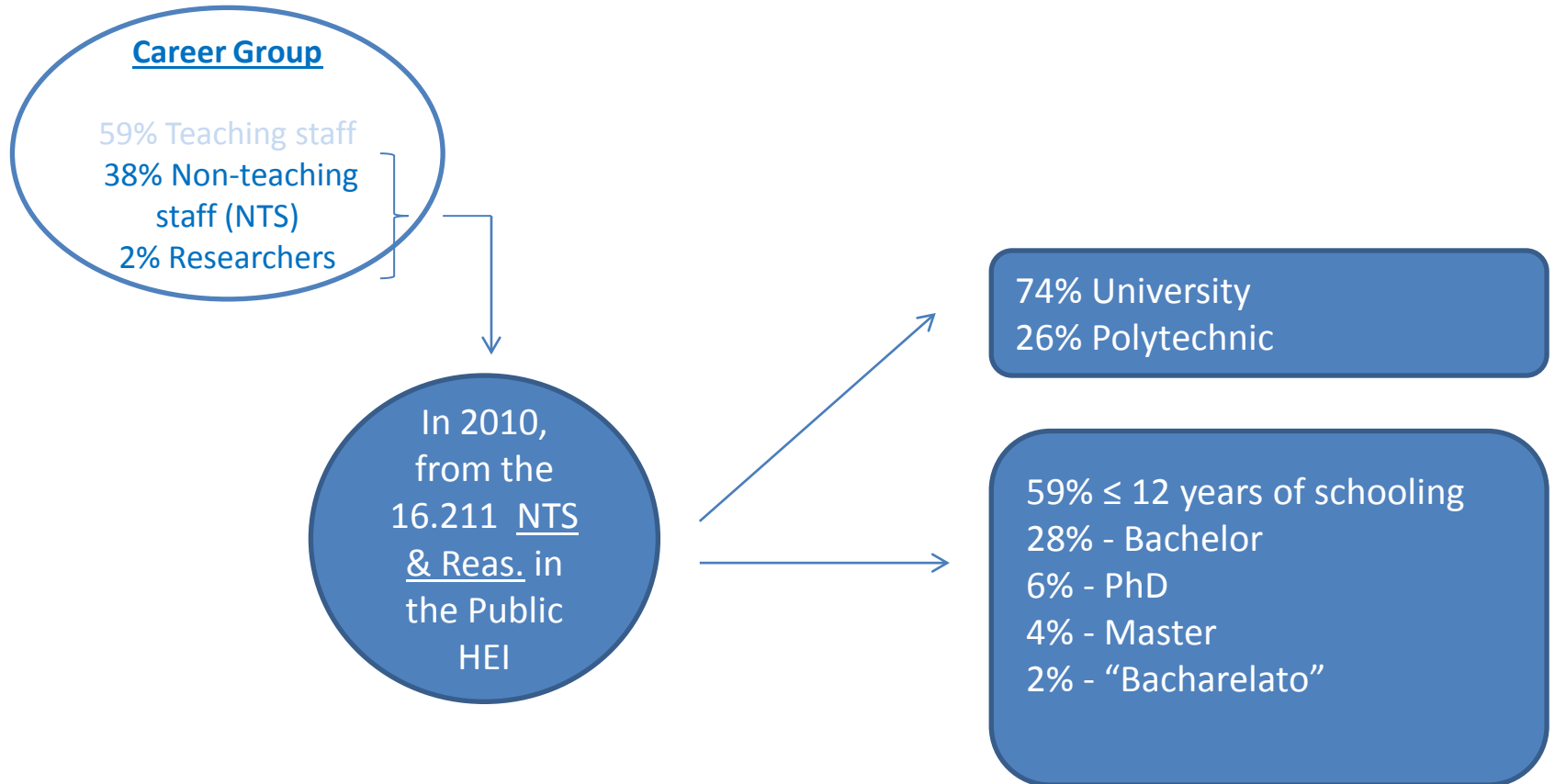
In 2010 existed in Public HEI a total of 39.869 employees, of which:



# 1. Human Resources in HE in Portugal



# 1. Human Resources in HE in Portugal



# HUMAN RESOURCES IN POLYTECHNIC SYSTEM



# 1. Human Resources in HE in Portugal

## 1.1 Teaching staff in the Polytechnic System

Type of link with  
the HEI



- Career teachers - teachers with a contract of indefinite duration. Teachers belonging to this group are the ones who entered in the institution through public tendering or documental one and the ones who get the **Specialist title** according with Decree Law n. 206/2009.
- Visiting lecturers/professors - teachers with a contract, usually for one or two years renewable or not, in full time or part time.

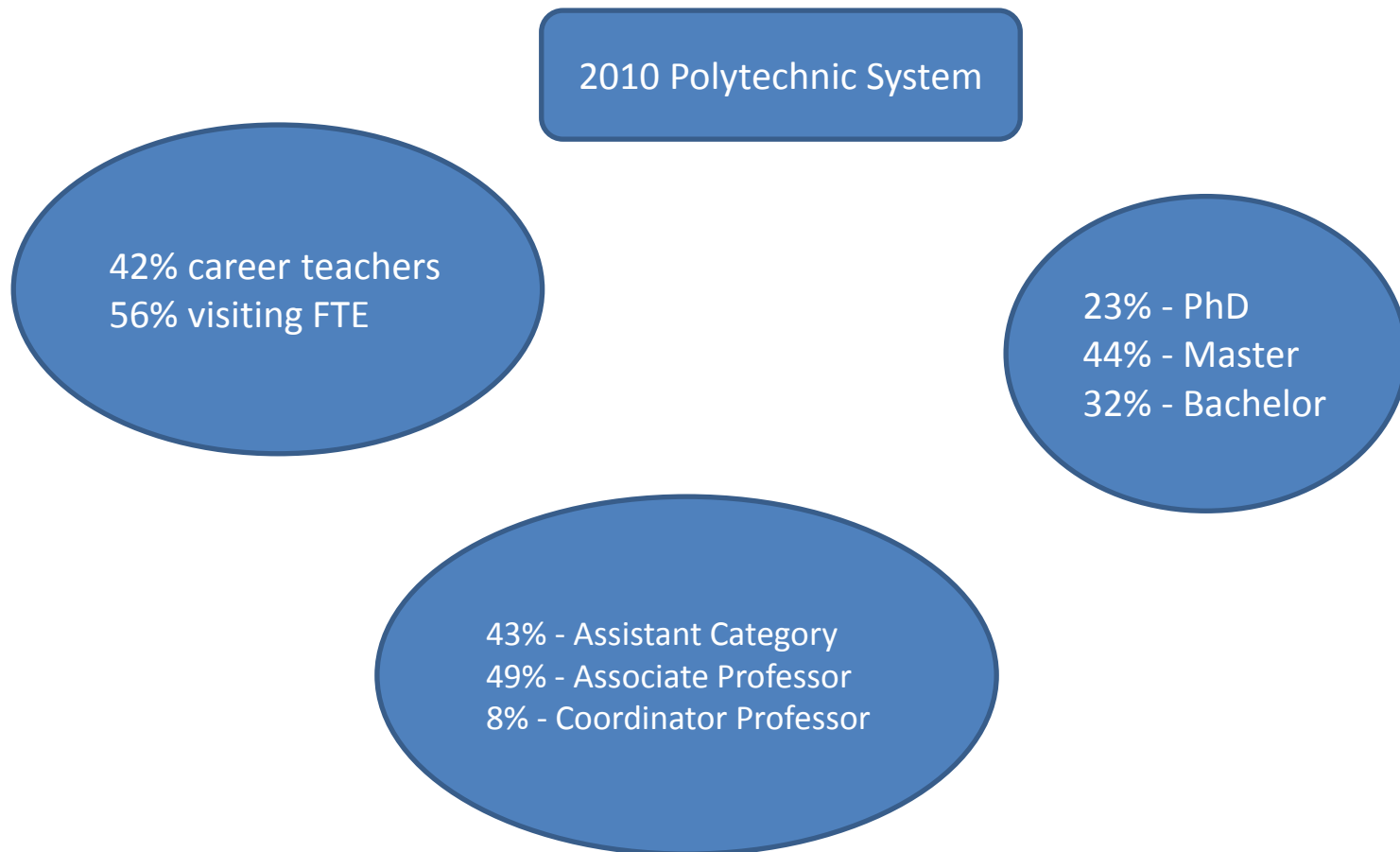
Category



- Assistant - category to extinguish or, according to law a only intended to teachers with bachelor or master degree in collaboration only in part-time (less than 60%);
- Associate Professor - require the PhD degree or Specialist title. The entrance for this career is done through qualifications competition (documental tendering);
- Coordinator Professor - requires the PhD degree obtained for more than five years or a Specialist title. The entrance to the career is done through qualifications competition (documental tendering);
- Senior Coordinator Professor - requires a PhD degree and the title of Aggregate. This category is equivalent to a full Professor at the university career.

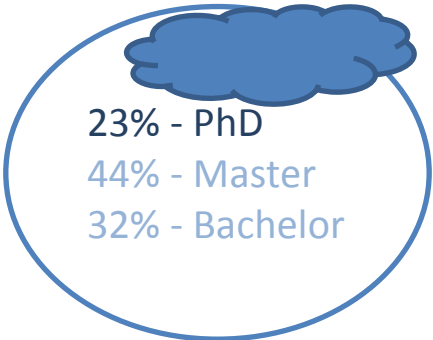
# 1. Human Resources in HE in Portugal

## 1.1 Teaching staff in the Polytechnic System



# 1. Human Resources in HE in Portugal

## 1.1 Teaching staff in the Polytechnic System



23% - PhD  
44% - Master  
32% - Bachelor

- before 2009 (before ECPDESP) it was not necessary the PhD degree to have access to the academic career in Polytechnic system;



- by law the teaching body of the polytechnic institutions should have at least one holder of the Specialist title or PhD degree for each 30 students (which means that polytechnic HEI needed in 2010 around 3.800 PhD teachers);
- that in 2010 about 1.100 teachers were in a PROTEC program (a program that support teaching staff in PhD allowing a sabbatical period or supporting the fees), which means that in 2012/2013, 1.100 teachers will have the PhD degree.

# 1. Human Resources in HE in Portugal

## 1.2 Non-teaching staff in the Polytechnic System

26% of staff  
in HE were  
NTS



Category



- Senior Technical staff – the access is made through public tender and requires a bachelor degree;
- Administrative staff - the access is made through public tender and requires the secondary school (12 years of education);
- Operational staff - the access is made through public tender and requires at least 6 years of education.

# HUMAN RESOURCES IN IPP

## 2. Human Resources in IPP

### 2.1 General considerations

- General competences of IPP President regarding HR :
  - Draw up and submit to the General Council proposals for the maximum number of teachers, researchers and other personnel, whatever the nature of their contract, assigned to each School, except where individual labour contracts are supported exclusively by the Schools own generated revenues including those of research and development projects, whatever their provenance;
  - Supervise academic management;
  - Decide, in the Central Services of IPP, the opening of tenders, the designation of panels and the appointment and recruitment of staff, in any capacity;
  - Decide, upon recommendation of the Technical-Scientific Council of each School, the composition of jury panels for academic job oppositions, as provided by the statutes of the teaching career in polytechnic higher education;
  - Supervise the assessment of teachers, researchers, students and non-teaching and non-researching staff;
  - When justified, for a better efficiency in the management of financial and human resources, the President of the Institute may reassign staff, including teachers and researchers, upon recommendation of the General Council.

## 2. Human Resources in IPP

### 2.1 General considerations

- General competences of the Schools President regarding HR :
  - To manage physical, material and human resources allocated to the School;
  - To decide, under the School, to the opening of tenders for teaching and non-teaching staff, the designation of panels for professional admission contests and the appointment and hiring of personnel, in any capacity, without prejudice of the IPP President competences on such matter;
  - To approve the distribution of the teaching service.
- General competences of the Scientific-Technical Council regarding HR :
  - To propose or recommend the composition of panels for the appointment of teachers and academic competitions;
  - To perform other acts provided by law relating to the teaching and research careers and the recruitment of teaching and research staff;
  - To approve the internal rules and regulations applicable to recruitment, promotion and renewal of teaching staff contracts, in accordance with the legal provisions in place and the general criteria laid down for the Institute, where they exist.

## 2. Human Resources in IPP

### 2.1 General considerations

IPP  
President

- Submit to the General Council proposals for the maximum number of teachers, researchers and other personnel.
- Decide, upon recommendation of the Technical-Scientific Council of each School, the composition of jury panels for academic job oppositions.

President of  
School

- Decide the opening of tenders for teaching and non-teaching staff.
- Propose to IPP President, upon recommendation of the Technical-Scientific Council of the School, the composition of jury panels for academic job oppositions.

Technical-  
Scientific Council

- Propose or recommend the composition of panels for the appointment of teachers and academic competitions.



## 2. Human Resources in IPP

### 2.2 Admission, selection and promotion policy

As mentioned before, admission, selection and promotion are done according to the law and IPP and Schools Statutes.

#### *Admissions*

- Currently all the admissions are decided in a surgical way because the financial constraints.

#### *Selection*

- Teaching staff -- > recruitment is done by public tender through qualifications competition evaluated by a selection panel (jury).
- Non-teaching staff -- >recruitment is done also by public tender evaluated by a selection panel in 3 steps:
  - Knowledge Test;
  - Curricular Evaluation;
  - Professional Selection Interview.

#### *Promotion*

- promotions are forbidden in all public administration.

## 2. Human Resources in IPP

### 2.2 Training policy

#### *At Central Level*

- For the teaching staff a program was implement with the aim of supporting teachers with PhD (supporting fees or reducing the teaching time for finnish the PhD)
- Training Plan in “Teaching methods”, “new ICT methods”, ....

#### For non-teaching staff

- An annual plan is set up every year

#### *At school level*

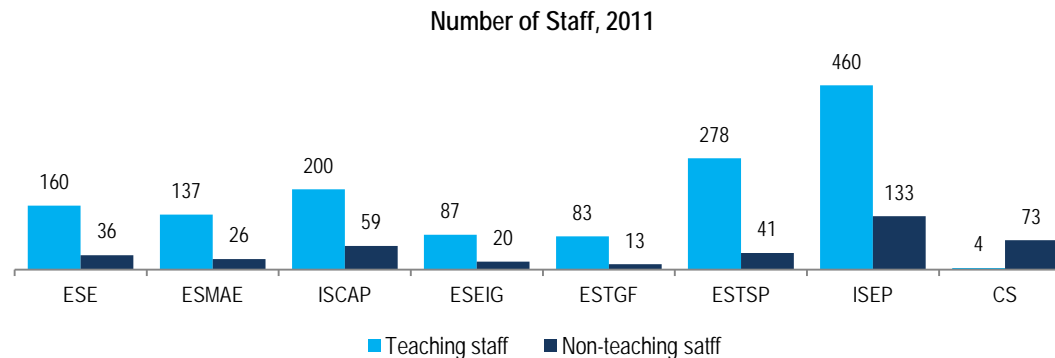
*Some of the schoolls set up an annual plan different from the Central Plan.*

## 2. Human Resources in IPP

### 2.3 General Characterisation

As mentioned before in others reports in 2011, IPP was an academic community with over 18.000 students and over 1800 staff members.

#### DISTRIBUTION OF STAFF BY PROFESSIONAL GROUP



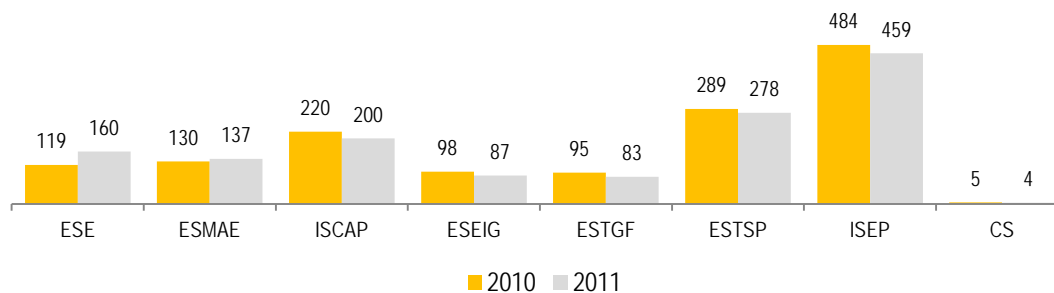
Source: 2011 IPP Annual Human Resources Report

- 78% teaching staff and 22% non-teaching staff

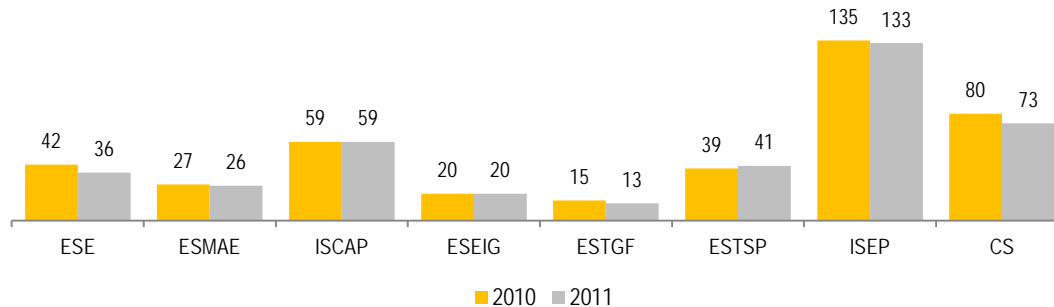
## 2. Human Resources in IPP

### 2.3 General Characterisation

Teaching Staff 2010-2011



Total Non-teaching staff 2010-2011



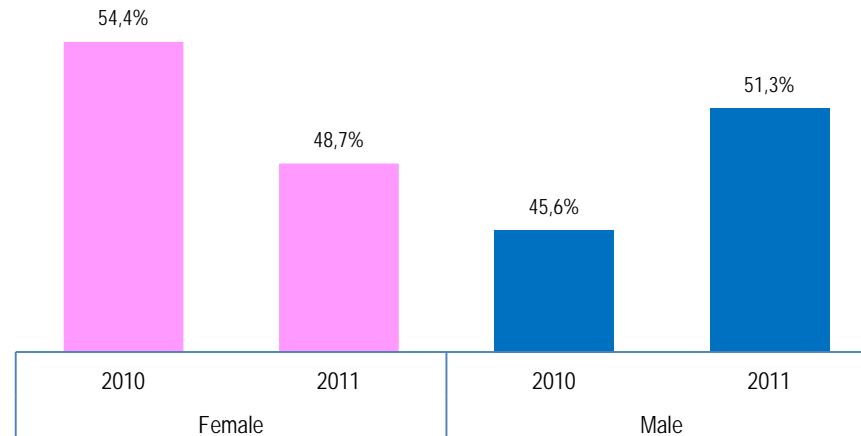
Source: 2011 IPP Annual Human Resources Report

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### GENDER BREAKDOWN

Staff per Gender 2010-2011



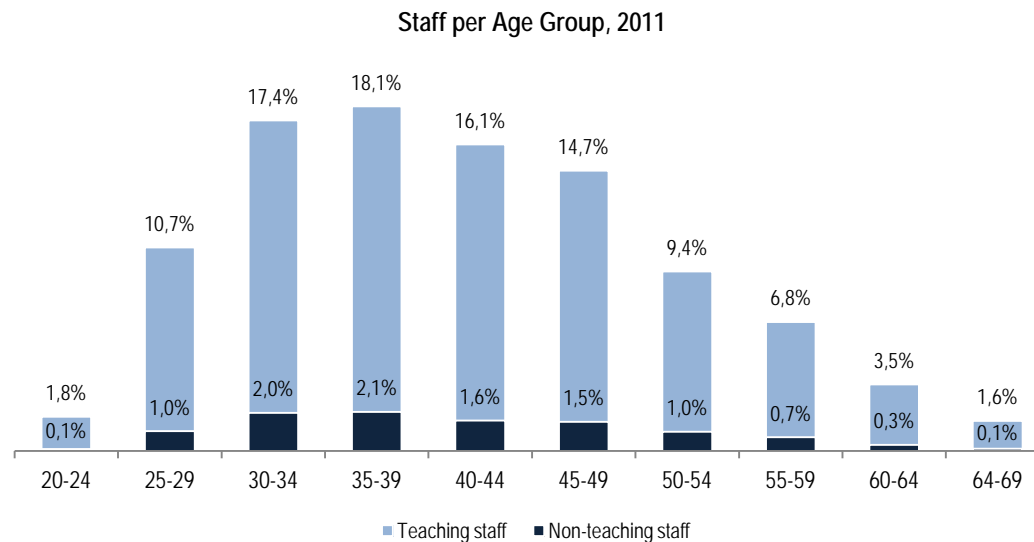
Source: 2011 IPP Annual Human Resources Report

➤ 51% Male and 49% Female

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### AGE STRUCTURE



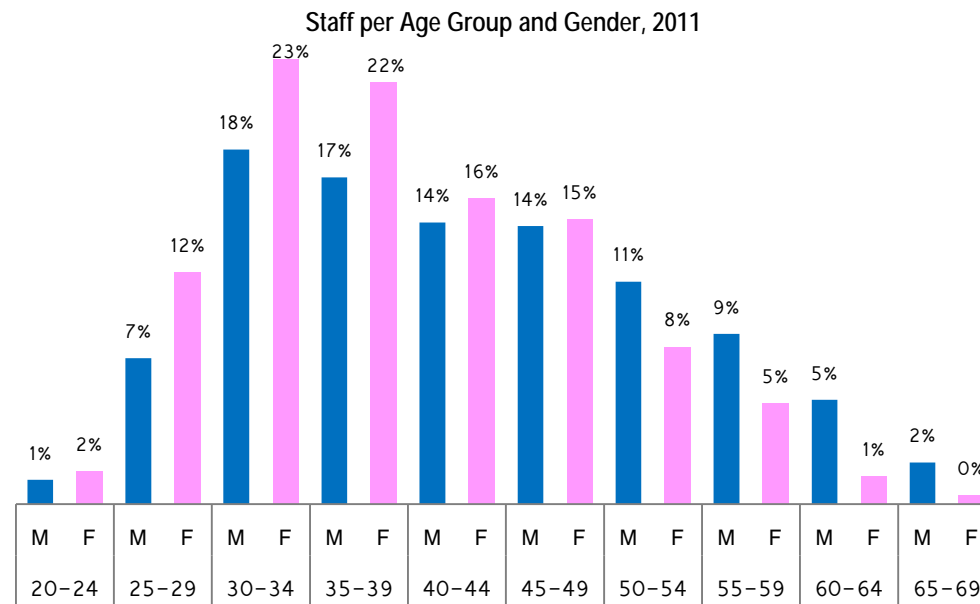
Source: 2011 IPP Annual Human Resources Report

- the more representative age group were the one between the 35-39 years old

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### AGE STRUCTURE

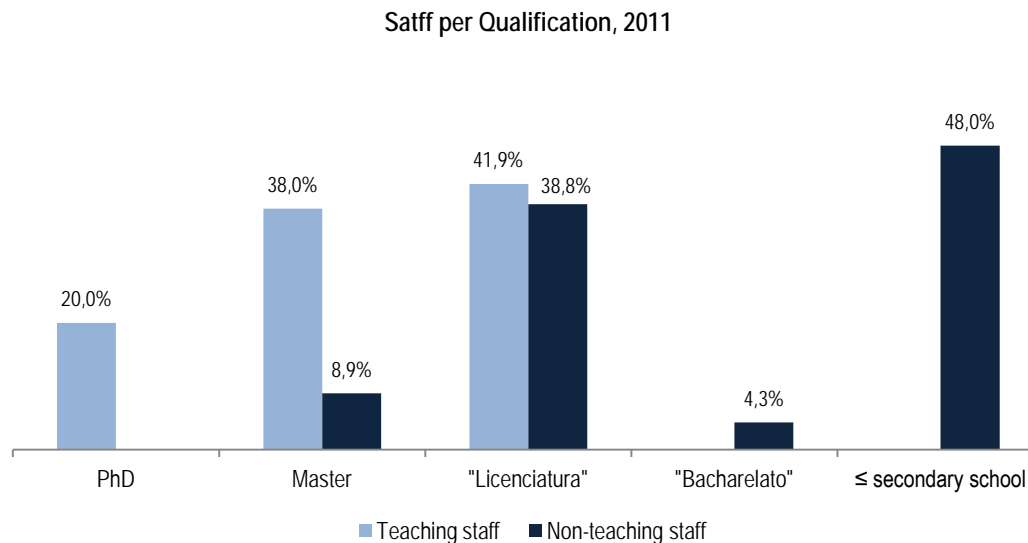


Source: 2011 IPP Annual Human Resources Report

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### STAFF BREAKDOWN BY QUALIFICATION



- The Bachelor degree ("Licenciatura") was the main qualification of the teaching staff
- Secondary school is the main qualification among non-teaching staff

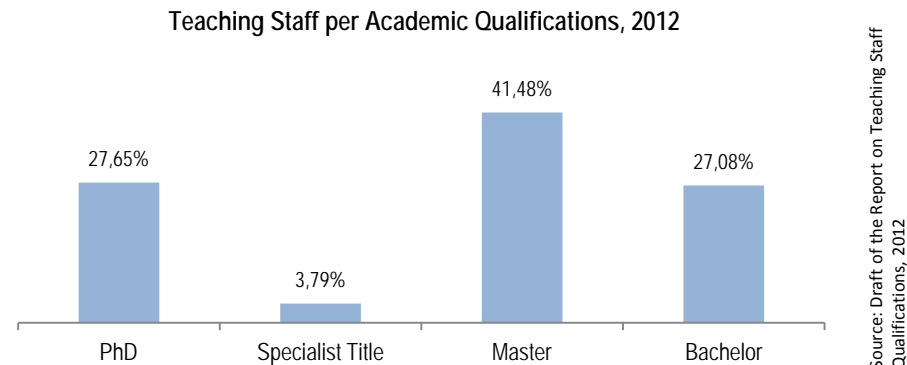


## 2. Human Resources in IPP

### 2.3 General Characterisation

#### STAFF BREAKDOWN BY QUALIFICATION

Preliminary results of a survey made to the teaching staff with the aim of doing the characterisation of the Teaching staff considering their formation and qualification, in 31.10.2012

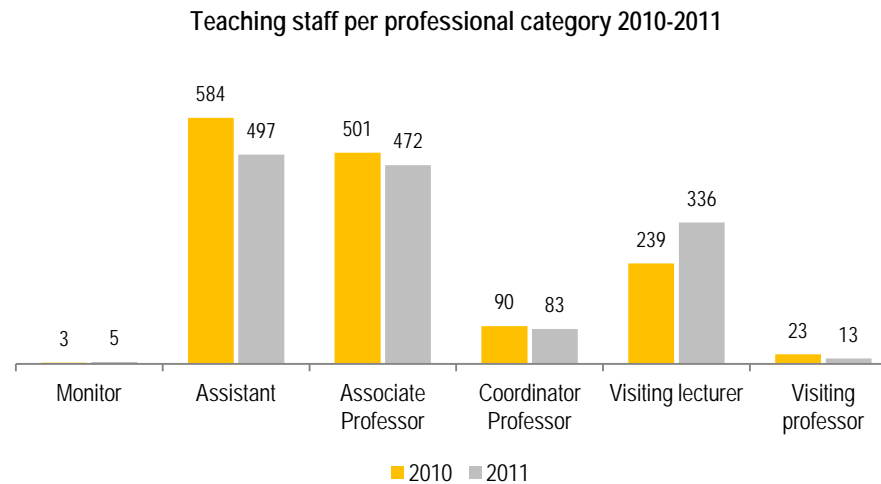


- PhD increase 7,65%; Master increase 3,48%; Bachelor decrease 14,82%; and Specialist title appear with 3,79%.

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### TEACHING STAFF PER PROFESSIONAL CATEGORY



Source: 2011 IPP Annual Human Resources Report

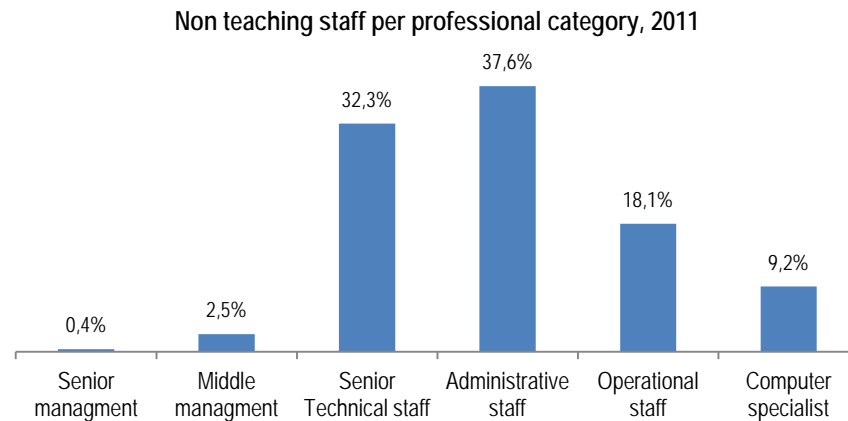
- for the teaching staff the Assistant Category is the one with a major number of Teachers (35,3%);

ECPDESP that allow the changeover to Associate Professor category of current Assistant teachers in FTE who obtain the PhD degree or Specialist title and fill the conditions set out in Article 6 of ECPDESP (in 31.10.2012 – 38,5% Associate Professor)

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### NON-TEACHING STAFF PER PROFESSIONAL CATEGORY



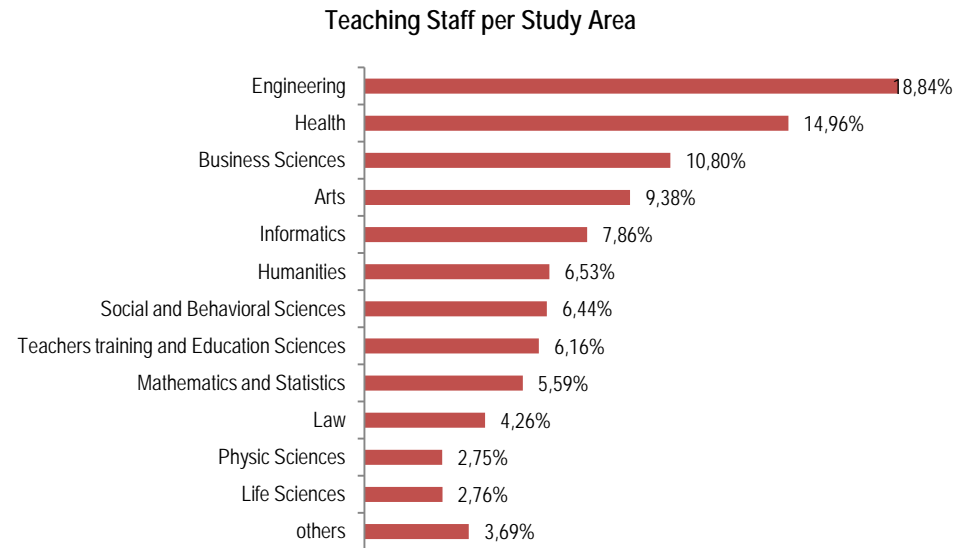
Source: 2011 IPP Annual Human Resources Report

- for the non-teaching staff the Administrative Staff is the category with more staff;

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### DISTRIBUTION OF TEACHING STAFF BY FIELD OF STUDY



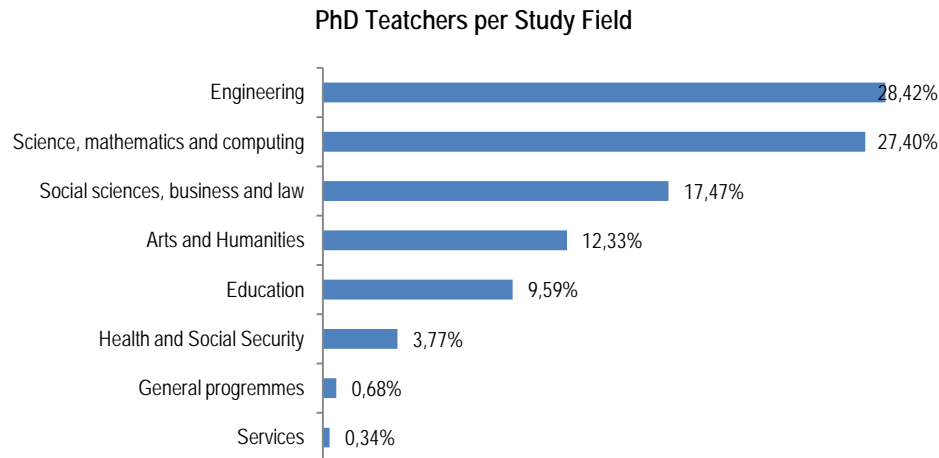
Source: Draft of the Report on Teaching Staff  
Qualifications, 2012

- 18,8% of teachers are from Engineering study field
- 15% of teachers are from Health technologies study field
- 11% of teachers are from Business sciences study field

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### DISTRIBUTION OF PhD TEACHING STAFF BY STUDY FIELD



Source: Draft of the Report on Teaching Staff Qualifications, 2012

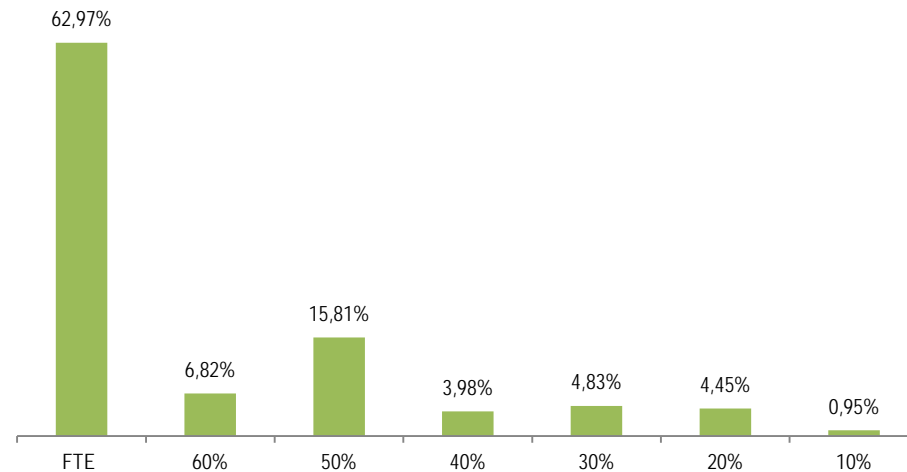
- 28,4% of PhD teachers are from Engineering study field
- 27% of PhD teachers are from Science, mathematics and computing study field
- 17,5% of PhD teachers are from Social sciences, business and law study field
- 12,3% of PhD teachers are from Arts and Humanities study field

## 2. Human Resources in IPP

### 2.3 General Characterisation

#### PART TIME AND FULL TIME EQUIVALENT STAFF

Teaching Staff in Full Time and Part time



Source: Draft of the Report on Teaching Staff Qualifications, 2012

- 63% of teachers is FTE (Although there is a problem behind this number that relies on the fact that most of this teaching is with fixed-term contracts --> when their contracts end up they will be fired and as it is not possible to hire in FTE)
- Non-teaching staff --> only a very residual number is in part-time; the great majority is in FTE

Thank you