



Regulation of the Advanced Computing Research Unit



SGQ-REG-30 R0 - 0721



Regulation of the Research Unit in Advanced Computing

Fundamentals (History)

The Research Unit in Advanced Computing was created on January 20th, 2020, through an Internal Note from the Director of the Advanced Technologies Institute. This note immediately defined six permanent and integrated researchers, namely: Pedro Brandão (Principal Investigator), Isabel Alvarez (Senior Researcher), Paulo Duarte (Assistant Researcher), Lúcio Studer (Assistant Researcher), António Santos (Assistant Researcher).

Article 1º Transition

During the transition period between the creation of the Unit and the application of the current Regulations, the researchers referred to in the Foundations will assume the function of Steering Committee until elections for the respective bodies are held. In the transition phase the direction of the Unit is assumed by the Coordinating Researcher and the Principal Investigator.

Article 2º Definition

The Research Unit in Advanced Computing, hereinafter referred to as UICA, is a multidisciplinary unit that, at the Institute of Advanced Technologies, hereinafter referred to as ISTEC, aims at the production of theoretical and practical knowledge that supports innovative and socially relevant policies, practices and approaches in the field of computer and related sciences. With a view to the informed and socially engaged development of teaching and research professionals as well as other educational actors, UICA takes as its priority research objectives the most modern rationalities, policies, contexts, processes and practices of academic education and training.

Article 3º Goals

The strategic objectives of the UICA are as follows:

- a) Promotion of research with high quality standards:
 - i) Stimulating projects that contribute to technical and scientific development in an innovative, meaningful and responsible way;
 - ii) Building strong national and international relationships with researchers in computer science and related fields;
 - iii) Developing projects of disciplinary and multi/interdisciplinary scope.
- b) Participation in the intervention and transformation of education and training policies and practices:
 - i) Responding to educational issues that intersect the lives of individuals, society, and the community at the personal, social, cultural, economic, and political levels;
 - ii) Cooperating with formal, non-formal and informal education institutions, through projects focused on them and promoting their involvement in knowledge production;
 - iii) Promoting actions to disseminate research results.
- c) Participation in the training of new researchers:
 - i) Stimulating the active participation of third year undergraduate and master's students in computer science, as well as post-graduate students in the research groups;
 - ii) Organization of training courses on research methodologies;
 - iii) Promoting the integration and training of fellows in the Research Groups;
 - iv) Supporting national and international initiatives aimed at young researchers in computer sciences and related areas

Article 4º
Composition

1. UICA is made up of integrated members and cooperating members.
2. An integrated member of the UICA is a researcher who, in addition to fulfilling the conditions established by the Foundation for Science and Technology, ensures a regular scientific production within the research group to which he belongs.
3. The inclusion of researchers from other institutions as integrated members of the IUIC requires approval by the Scientific Committee, with a favorable opinion from the institution to which they belong.
4. Doctoral students attending the 3rd year of a doctoral course at other higher education institutions may also be integrated members of the UICA.
5. An integrated member may be a collaborating member in another institution. The total percentage of time dedicated to research in both institutions should never exceed 100%.
6. The collaborating member is the researcher who develops research activities, in the scope of the research groups, for a minimum period of one year, as well as students in their last year of the Master's degree in Computer Science at ISTEC.
7. Collaborating members are also post-graduate students conducting research in the scope of ongoing UICA research projects.

Article 5º
Organs

1. The UICA has the following governing bodies:
 - a) Director;
 - b) Steering Committee;
 - c) Scientific Committee.

Article 6º
Competencies of the Director

1. The Director of the UICA is a Principal Coordinating Professor or a Coordinating Professor, with a full-time contractual link with ISTEC.
2. It is the Director's responsibility:
 - a) Represent the a UICA;
 - b) Convene and conduct meetings of the Steering Committee and the Scientific Committee;
 - c) Elaborate the activities plan and the scientific annual report of UICA;
 - d) Liaise with ISTEC's Management and with ISTEC's Scientific-Technical Council and other ISTEC bodies, as well as with the Foundation for Science and Technology and other bodies;
 - e) Ensure compliance with the resolutions of the Steering Committee and the Scientific Committee;
 - f) Manage the resources allocated to the UICA;
 - g) Appoint the Deputy Director to collaborate in the exercise of his functions and powers, as well as to replace him in his absence.

Article 7º
Composition and Competencies of the Steering Committee

1. The Steering Committee is composed of the Director, the Deputy Director and the Coordinators of the Research Groups.
2. It is incumbent upon the Steering Committee:
 - a) Give an opinion about the activity plan and the scientific annual report of UICA

- b) Approve the admission of collaborating researchers;
 - c) Give its opinion about UICA's research policy, taking into account ISTECS's general guidelines;
 - d) To pronounce on the creation, extinction or restructuring of Research Groups;
 - e) Supervise the administrative and financial management of the UICA;
 - f) Give its opinion about the editorial policy of the UICA;
 - g) Propose amendments to the UICA regulations;
 - h) Give its opinion on all matters referred to it by the Director;
 - i) Propose the signing of protocols with similar institutions and/or service providing entities, within the scope of UICA's attributions;
 - j) Proposing the evaluation criteria for the Research Groups;
 - k) Coordinate the internal evaluation process of the UICA.
3. The ordinary meetings of the Steering Committee are annual.
 4. Extraordinary meetings are called by the Director or by two-thirds of the members of the steering committee.

Article 8º

Composition and Competencies of the Scientific Committee

1. The Scientific Committee of the UICA is composed of the integrated members, according to Art. 4, points 2, 3, 4 and 5 of this regulation..
2. It is the responsibility of the Scientific Committee:
 - a) Give its opinion about the UICA research policy, taking into account ISTECS's general guidelines in this matter;
 - b) Give its opinion about the activities plan and the scientific annual report of the UICA;
 - c) Pronounce on the creation, extinction or restructuring of Research Groups;
 - d) Pronounce on the proposal of the UICA regulations;
 - e) Approving the admission of integrated researchers;
 - f) Watching over the articulation between the development of Research Groups and the research policy defined by the Scientific Council;
 - g) Approve the celebration of protocols with similar institutions and/or service providing entities, within the UICA attributions;
 - h) Approve decisions within UICA's editorial policy;
 - i) Approve criteria of evaluation of the Research Groups;
 - j) Pronounce on all the questions that are put to it by the Director.
3. The ordinary meetings of the Scientific Committee are annual
4. Extraordinary meetings are convened by the Director or by two-thirds of the members of the Scientific Committee.

Article 9º

Election of the Director and Coordinators of the Research Groups

1. The Director is elected by all integrated researchers, from among the Principal Coordinating Professors and Coordinating Professors of the UICA, with a contractual link to ISTECS, according to a specific electoral regulation to be approved by the Directive Commission.
2. Coordinators of the UICA Research Groups are elected by the integrated researchers of UICA.

Article 10º

Length of the Director's and Steering Committee's terms

The terms of office of the Director and the Steering Committee are four years.

Article 11°

Appointment of representatives in the Scientific Council

UICA is represented in ISTECS's Scientific-Technical Council by its Director.

Article 12°

Research Groups

1. The research groups implement the UICA research policy, according to areas of knowledge, through the mission and objectives of ISTECS.
2. The Research Group is proposed by integrated researchers of UICA, congregated around a research area or problematic.
3. The organization of the Research Groups is the responsibility of each Group, which must be composed of a minimum of two researchers.

Article 13°

Research Group Coordinators

The Coordinator is responsible for:

- a) Stimulating the activities of Research Groups according to ISTECS's mission and objectives;
- b) To prepare an annual report of activities with a view to the preparation of the annual scientific report;
- c) Participate in the meetings of the Steering Committee.

Article 14°

Resources

1. The UICA has human, material and financial resources:
 - a) Human resources are integrated researchers and collaborators, as well as non-teaching staff that perform technical or administrative functions;
 - b) The material and financial resources of the UICA are the equipment allocated to it, the budget appropriations obtained through financing and others that it may acquire in the development of its own activities.
2. Without prejudice to the use of other entities, the UICA uses the existing services at ISTECS.

Article 15°

Evaluation

1. The IUIR Research Groups are subject to an internal evaluation according to criteria defined by the Steering Committee and approved by the Scientific Committee, on an annual basis and made known to the Technical-Scientific Council.
2. In the evaluation referred to in the previous point, the parameters defined by the Foundation for Science and Technology will be taken into account.

Article 16°

Regulation Changes

Changes or additions to these Regulations, to be proposed to the Scientific Council, require the approval of two-thirds of the members of the Steering Committee.

Article 17°

Omissions

Decisions regarding points not covered by the present Regulation will be made by ISTECS's Scientific-Technical Council.

Article 18°
Effective Date

This Regulation comes into force the day after its approval by the Scientific-Technical Council and homologation by ISTECS's Director.

Approved by the President of the Scientific-Technical Council on March 17, 2021



(President STC: Pedro Ramos Brandão)

Homologated by the Director of the Instituto Superior de Tecnologias Avançadas de Lisboa on March 24, 2021



(Director of the ISTECS Lisbon: José António Carriço)