

Staff Week

“Professional development of HR as an important factor for HEI’s improvement”

General information

Hosting Institution	UCA (University of Cadiz)
Staff Week Title	Professional development of HR as an important factor for HEI’s improvement
Abstract	<p>The aim is to collaborate and exchange experiences and good practices in the leadership and management of HEI’s administrative staff. In addition, we will explore and discuss the theoretical and doctrinal foundations that strengthen its implementation, contributing from our field to a more efficient and competitive university.</p> <p>Among the main factors that an organization has to attract and retain talent, the personal and professional development of the people who make up the organization deserves special attention. The challenge, in an environment of uncertainty and budgetary restrictions, is to combine this professional development with university funding.</p> <p>The management of HR in HEIs plays a key role in the university's ability to balance the budget and seek efficiency in achieving its objectives and functions.</p> <p>The current requirements of the political, economic and social environment are linked to HR, as these are a determining and strategic factor of HEIs. In this sense, HR provides the capabilities, skills and knowledge necessary to compete and achieve the established goals.</p> <p>Thus, in the direction and management of people in our institutions, it is necessary to introduce and promote some elements to improve the efficiency of the system and the incentives and expectations of people. In this way, it’s important to combine the possibilities of professional promotion, moving up the hierarchical ladder of professional categories, with a form of promotion that is not linked to job changes and is based on the development of competencies and performance, such as the horizontal career. This will reduce organizational inflation and the excessive voluntary mobility of personnel, which has come to</p>

	<p>characterize the HEI management model, since it concentrates all career opportunities on the successive performance of jobs.</p> <p>A fundamental element of this form of people management is the performance assessment of university administrative staff, implementing procedures based on the principles of equality, objectivity and transparency. Periodic evaluation should be taken into account for the purposes of career promotion, the filling of jobs and for the determination of part of the complementary remuneration, linked precisely to productivity or performance. By generalizing some experiences that already exist not only in the business world, but also in the public administration, it is important to introduce a factor of personal motivation and internal control, which is common to the public employment reforms that have been adopted or are being articulated at the European level. It is obvious, in fact, that the opportunities for promotion and, to some extent, the rewards that correspond to each public employee must be related to the way in which he/she performs his/her duties, in accordance with the objectives of the organization, since it's unfair and contrary to efficiency to treat all employees equally, regardless of their performance and their attitude to the service.</p> <p>The implementation and management of these actions aimed at the personal and professional development of the administrative staff of the HEIs must be done, therefore, from an integral perspective that values and promotes an approach to the management of people based on a leadership that, while remaining transformational, is situational, adapting to the circumstances and needs of each moment and situation.</p>
Application details and deadline	Fill in the registration form before June 15th, 2025 Pre-filled Mobility Agreement
Dates	October 21-23, 2025
Number of participants	Maximum 25 participants. Each SEA-EU university can propose up to 3 participants.
Mobility costs	Participation is free of charge. Travel expenses and accommodation can be covered through ERASMUS+ Staff Mobility (contact your home university International Office for more information)
Contact	juan.marrero@uca.es

Contents

Target group	SEA-EU HR professionals and HR administrative staff
Requirements	The programme will be held in English
Agenda	<p>Venue: Facultad de Ciencias Económicas y Empresariales, Cádiz.</p> <p>Day 1 - Tuesday, October 21</p> <p>9:00 Meeting Point: Entrance of the Facultad de Ciencias Económicas y Empresariales, Cádiz</p> <p>9:00 - Registration 9:30 - Welcome Session (Rector, Mr. Casimiro Mantell) 9:45 – Session 1. <i>The importance of internationalisation of administrative staff</i> Vice-Rectorate for Internationalisation 10:30 – Group photo & Coffee break 11:15 – Session 2. <i>Knowing oneself: an unresolved challenge for self-development?</i> Ms. Arancha Roca (Consultant at Auren) and Ms. Macarena López (Professor at the Department of Business and Organization, UCA) 12:00 – Session 3. <i>Self-control and self-motivation: the foundation of professional competence development. Is it feasible in our work environments?</i> Ms. Arancha Roca and Ms. Macarena López 13:00 – Lunch (provided) 14:00 – Campus Cádiz tour</p> <p>Day 2 - Wednesday, October 22</p> <p>9:15 - Registration 9:30 - Session 4. <i>Professional competence: how do I design my action plan for development?</i> Ms. Arancha Roca and Ms. Macarena López 10:30 – Coffee break. 11:00 – Session 5. <i>Psychosocial risks, organizational climate, and mental and occupational health</i> Ms. Silvia González and Mr. Antonio Zayas (Professors at the Department of Psychology, UCA) 12:00 – Presentations by SEA-EU partners: <i>What is being done to develop HR administrative staff within your HEIs?</i> (max. 10 minutes per partner) 14:00 – Lunch (provided) 15:00 – Guided sightseeing tour of Cádiz 20:00 – Dinner (provided)</p>

	<p>Day 3 - Thursday, October 23rd</p> <p>9:15 - Registration</p> <p>9:30 - Session 6. <i>The horizontal professional career model of the Andalusian public universities</i> Mr. Enrique Leganés (Vice Manager, University of Cordoba)</p> <p>10:30 – Coffee break.</p> <p>11:00 – Session 7. <i>The performance assessment model for Andalusian public universities</i> Ms. Patricia Revuelta (Services & Projects Vice Manager, UCA) and Mr. Juan Marrero (HR Director, UCA)</p> <p>12:00 – Session 8. <i>Measuring job satisfaction as a tool for improvement</i> Ms. Elena García (HR Unit Head, UCA) and Mr. Juan Marrero</p> <p>13:00 - Closing remarks and Conclusions</p>
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Practical information

Accommodation	Practical information about accommodation and how to get to Cádiz: https://internacional.uca.es/plan-your-trip-to-cadiz/
Venue	Facultad de Ciencias Económicas y Empresariales Avenida, C. Enrique Villegas Vélez, 2, 11002 Cádiz