

## ***Guide to FRIA Juries***

25/04/2017

## COMPOSITION OF JURIES

The Board of Trustees of the FRIA shall appoint members of the juries upon the proposal of the Guidance Committee of the F.R.S.-FNRS (COMA).

Members are appointed for a five-year term. Their mandate is personal and may be renewed after 3 years.

The FRIA has adopted 19 subject areas corresponding to the 19 LS and PE panels of the ERC (European Research Council). These subject areas are identified in a list of ERC descriptor fields complemented by FNRS keywords reflecting certain specificities of research in the French-speaking Community of Belgium (CFB).

The list including the **19 subject areas** is the following:

- **LS1** : molecular biology, biochemistry, biophysics, structural biology, biochemistry of signal transduction
- **LS2** : genetics, population genetics, molecular genetics, genomics, transcriptomics, proteomics, metabolomics, bioinformatics, computational biology, biostatistics, biological modelling and simulation, systems biology, genetic epidemiology
- **LS3** : cell biology, cell physiology, signal transduction, organogenesis, developmental genetics, pattern formation in plants and animals
- **LS4** : organ physiology, pathophysiology, endocrinology, metabolism, ageing, regeneration, tumorigenesis, cardiovascular disease, metabolic syndrome
- **LS5** : neurobiology, neuroanatomy, neurophysiology, neurochemistry, neuropharmacology, neuroimaging, systems neuroscience, neurological disorders, psychiatry
- **LS6** : immunobiology, aetiology of immune disorders, microbiology, virology, parasitology, global and other infectious diseases, population dynamics of infectious diseases, veterinary medicine
- **LS7** : aetiology, diagnosis and treatment of disease, public health, epidemiology, pharmacy, pharmacology, clinical medicine, regenerative medicine, medical ethics
- **LS8** : evolution, ecology, animal behaviour, population biology, biodiversity, biogeography, marine biology, eco-toxicology, prokaryotic biology
- **LS9** : agricultural, animal, fishery, forestry and food sciences; biotechnology, chemical biology, genetic engineering, synthetic biology, industrial biosciences; environmental biotechnology and remediation
- **PE1** : all areas of mathematics, pure and applied, plus mathematical foundations of computer science, mathematical physics and statistics
- **PE2** : particle, nuclear, plasma, atomic, molecular, gas, and optical physics
- **PE3** : structure, electronic properties, fluids, nanosciences
- **PE4** : analytical chemistry, chemical theory, physical chemistry/chemical physics
- **PE5** : materials synthesis, structure-properties relations, functional and advanced materials, molecular architecture, organic chemistry
- **PE6** : informatics and information systems, computer science, scientific computing, intelligent systems
- **PE7** : electronic, communication, optical and systems engineering
- **PE8** : product design, process design and control, construction methods, civil engineering, energy systems, material engineering

- **PE9** : astro-physique/chimie/biologie; système solaire, astronomie stellaire, galactique et extra-galactique; systèmes planétaires, cosmologie; sciences de l'espace, instrumentation
- **PE10** : physical geography, geology, geophysics, meteorology, oceanography, climatology, ecology, global environmental change, biogeochemical cycles, natural resources management

Some juries may be built around the same subject area, depending on the number of applicants.

Each jury is made up of 1 non-academic member from a research center or an expert from the industry sector, plus 6 or 8 members from CFB universities, respecting the balance between universities:

→ 2 UCL, 2 ULB, 2 ULg

→ 1 UMon and/or 1 UNamur, depending on the field concerned

### **POSSIBLE COI**

Every member who:

- is a (co-)promoter of an applicant → may not, even partially, sit on the jury in charge of interviewing the applicant
- has a direct family relationship with an applicant/a (co-)promoter → may not, even partially, sit on the jury in charge of interviewing the applicant
- holds/has held a hierarchic or directly subordinate position during the last 3 years with regard to an applicant/a (co-)promoter → leaves the meeting during the evaluation of the application file in question
- is cited as a referee in the application file submitted by the applicant → leaves the meeting during the evaluation of the application file in question
- has supervised the Master thesis of an applicant as a (co-)promoter → leaves the meeting during the evaluation of the application file in question
- is referenced in the applicant's application file as a collaborator → depending on the contribution of the member to the project and advantage s/he might take of it, s/he should leave the meeting with regard to the application file, or s/he should not, even partially, sit on the jury in charge of interviewing the applicant
- has/had an active collaboration with an applicant/(co-)promoter in the last 3 years (co-publication, common research projects, ...) → leaves the meeting during the evaluation of the application file in question

Every member who leaves the session while the jury is interviewing the applicant shall refrain from commenting, participating and voting during the final ranking.

### **PRESIDENCY**

Presidents are appointed by the Board of Trustees of the FRIA upon collegiate proposal of members of the jury who shall recommend 2 "candidates" from different academic or non-academic institutions. The Board of the FRIA shall take the final decision while respecting balance between institutions for all juries as possible.

The President is appointed for a three-year term. The President shall not be entrusted with any rapporteur assignment, except in cases of force majeure.

When the President of the jury is prevented from attending, the functions of President of the jury shall be exercised by the Vice-president.

### **DISTRIBUTION OF APPLICATION FILES AMONG JURIES**

Applicants are entitled to select:

- Their **subject area**: applications will be assessed in accordance with the subject area selected. However, the selection of the subject area must be endorsed by the President of the jury, unless the President is from the same university as the applicant. In that case, the Vice-president instead shall accept or refuse the selection. Moreover, applicants must select two descriptor fields at least corresponding to their subject area. If they select only one descriptor field, they must justify their choice.
- The **jury** related to the subject area mentioned above. In case of conflict of interest and depending of the number of applicants, the FRIA may assign the applicant to another jury.

### **HOW JURIES WORK**

For the evaluation, each application file is assigned to a rapporteur selected among members of the jury by the President. The rapporteur shall be from an institution different from the applicant. For applicants from the same institution as the President, application files are assigned by the Vice-president.

Prior to their meetings, jury's members will have access to all the application files, except files for which they have reported a conflict of interest (COI). The President shall undertake the functions of a rapporteur who is unable to exercise his/her duties.

The FRIA insists on strict compliance of the number of pages allowed for documents that shall be enclosed with the application form and stresses again the sovereign consideration of the juries in case the file would exceed the applicable page limit.

Each rapporteur shall draw a report and submit it on Semaphore prior to the jury's session.

This report shall be communicated to members of the jury at the start of the meeting and will serve as a basis for the interview. Additions will be made to the report in light of the conduct of the interview. To respect the European Charter for Researchers, final version of the report will serve as the evaluation report communicated to the applicant, including the final grade given by the jury after the applicant is interviewed.

Juries shall devote 30 minutes at most to each applicant.

The oral presentation of the applicant may not exceed 10 minutes.

Following the interview, the jury shall debate and give a grade to the applicant in the absence of the applicant.

<b>CRITERIA</b>
Quality of the research project: Feasibility, originality, host laboratory, work plan, and activities report (applicable only for applicants to a 1 <sup>st</sup> Grant 2 <sup>nd</sup> Year)
Competencies of the applicant with respect to his/her speciality (CV)
Presentation and answers given to questions about the project
Scientific knowledge in general

Furthermore, the jury shall assess the application potential of the research programme and the "Industry and Agriculture" approach.

The evaluation grid is the following:

<b>Categories</b>	<b>Grades</b>	
<b>A</b>	A+	outstanding
	A	excellent
	A-	very good
<b>B</b>	B+	good
	B	average
	B-	weak
<b>C</b>	C	insufficient

The jury shall rank the applicants. The ranking is adopted and agreed by "consensus". If the consensus cannot be reached, the jury shall proceed to a vote excluding members facing a conflict of interest.

For applicants to a 1<sup>st</sup> Grant, juries will assess their capability to conduct their doctoral research in 4 years. Depending on the progress of the research work, juries may decide to recommend applicants whether for a 1<sup>st</sup> Grant 1<sup>st</sup> year or 1<sup>st</sup> Grant 2<sup>nd</sup> year.

Any support document, tool, database, programme, or written material submitted in any format and media whatsoever to the jury for the conduct of the evaluation is considered strictly confidential.