

## MEETING MINUTES

2/2024

08/04/2024	09h30	10:30	Video conference
Date:	Start time	End time	Location

Call for documental public tender for the recruitment of a Principal Coordinator Professor in the modality of employment contract in public functions for an indefinite period of time, for the scientific area of Languages, under paragraph d), number 1, article 17 of the Statutes of the Porto Accounting and Business School (ISCAP), approved by Order no. 15834/2009, published in the “Diário da República”, 2nd Series, no. 132, July 10, 2009, under the terms of the Statute of the Teaching Staff Career of Polytechnic Higher Education (ECPDESP), approved by Decree-Law no. 185/81, of July 1, in its current wording, as well as the Regulations of the Call for the Contracting of Teaching Career Staff of the Polytechnic University of Porto (RCCPCDIPP), approved by Order No. 4807/2011, published in the “Diário da República”, 2nd Series, no. 54, of March 17, 2011.

Reference: ISCAP-17/2023

<b>Scientific Area</b>	Languages	<b>No. of Posts</b>	1
<b>Announcement</b>	<b>“Diário da República”:</b>	Notice (extract) no. 1148/2023	published on 2023-07-04
	<b>Public Employment Pool (BEP) offer code no:</b>	OE202307/0154	
	<b>Portal:</b>	<a href="https://www.iscap.ipp.pt/documentos-publicos/procedimentos-concursais/a-decorrer/professor-coordenador-principal-area-cientifica-de-linguas">https://www.iscap.ipp.pt/documentos-publicos/procedimentos-concursais/a-decorrer/professor-coordenador-principal-area-cientifica-de-linguas</a>	published on 2023-07-05
	<b>Newspaper:</b>	Not relevant	
<b>Jury</b>	<b>President</b>	Manuel Fernando Moreira da Silva, President of the Porto Accounting and Business School, of the Polytechnic University of Porto	
	<b>Member</b>	Álvaro Barbosa – Cathedatic Professor and Vice-Rector for Strategic Development and Internationalisation of the University of Saint Joseph, Macau/China.	
	<b>Member</b>	Ana Margarida Ramos – Cathedatic Professor at the Department of Languages and Cultures of the University of Aveiro.	
	<b>Member</b>	Carlos Manuel da Rocha Borges de Azevedo – Retired Cathedatic Professor at the Faculty of Letters of the University of Porto.	
	<b>Member</b>	Isabel Cristina da Costa Alves Ermida, Cathedatic Professor at University of Minho	
	<b>Member</b>	Maria Manuel Rocha Teixeira Baptista, Cathedatic Professor at the University of Aveiro	
	<b>Member</b>	Rui Torres, Cathedatic Professor at Fernando Pessoa University	

**The meeting had the following agenda:**

Item 1 Approval/non-approval of the candidate on absolute merit, following the CV analysis.  
Item 2 Approval and publication of the final list.

On the above-mentioned date and at the time, the Jury of this tender procedure met to deliberate on the agenda, using the powers provided by the Rules for Employment of Teaching Staff of the Polytechnic University of Porto (IPP Competitions Regulations), published by Order no. 4807/2011, in the Official Gazette, Series 2, no. 54, of 17 March, and in accordance with the provisions of the Tender Notice ([Competition Notice](#)), with reference ISCAP-17/2023 and published in the 2nd Series of the “Diário da República” no. 128, of 04 July 2023 by Notice (extract) no. 1148/2023, and on ISCAP’s website at [www.iscap.ipp.pt](http://www.iscap.ipp.pt) (<https://www.iscap.ipp.pt/documentos-publicos/procedimentos-concursais/a-decorrer/a-decorrer>). The meeting was chaired by ISCAP’s Secretary Pedro Miguel da Costa Soares.

**Item 1 Approval/non-approval of the candidate on absolute merit, following the CV analysis.**

In accordance with paragraphs 7 and 8 of the [Notice of the Tender](#) the Jury assessed the only application admitted for evaluation on absolute merit, taking into account the evaluation criteria and parameters, as well as the weighting factors set out in the Notice of the Tender, scoring each of the candidates regarding each parameter.

Candidata Clara Maria Laranjeira Sarmento				
Júri	7.1	7.2	7.3	Média
Álvaro Barbosa	97	98	94,5	96,95
Ana Margarida Ramos	91	91	86	90
Carlos Manuel Azevedo	91,5	94	85,75	91,475
Isabel Ermida	94,5	96,5	91,75	94,85
Maria Manuel Baptista	91	93,5	89,25	91,775
Rui Torres	95	96	94	95,25

The jury decided unanimously:

- i) To approve the application on absolute merit, taking into account that it has obtained a final result (FR) equal to or greater than 50 points.

Name of candidate(s)	Ranking of the candidate, according to the vote of the members of the jury	Weighted Average
Clara Maria Laranjeira Sarmento e Santos	1 <sup>st</sup>	93.38

- ii) Not to proceed with the hearing of the interested party, considering that the decision is entirely favourable to the candidate, in accordance with the provisions of article 124, paragraph f), of the Code of Administrative Procedure, approved as annex to Decree-Law no. 4/2015 of January 7 ;

**Item 2 Approval and publication of the final list**

The members of the Jury with the right to vote decided unanimously that, as there was only one candidate, the entire competition file could be sent to the President of ISCAP for approval of the final ranking list. After approval, the final ranking list will be published on the Application Portal and sent to the email address used by the single candidate when submitting the application, as well as on the ISCAP website at [www.iscap.ipp.pt](http://www.iscap.ipp.pt) (<https://www.iscap.ipp.pt/documentos-publicos/procedimentos->

concurtais/a-decorrer/professor-coordenador-principal-area-cientifica-de-linguas), in the ISCAP Ordinance and in the 2nd series of the Diário da República.

After being read and approved by the members of the Jury, the minutes of the meeting will be signed by the President of the Jury and the Secretary of ISCAP.

	Function	Signature
Manuel Fernando Moreira da Silva, (President of ISCAP)	President of the Jury	
Pedro Miguel da Costa Soares	ISCAP Secretary	