Welcome Meeting of the ED PSIME

Rouen site

18th November 2026

Jean Juraszek
ED PSIME Director

ED: « Ecole Doctorale » = « Doctoral School »

Outline

1- What is an ED ?

2- What is the ED PSIME ?

3- Labs and Topics

4- Some figures

5- PSIME structuration

6- The rules

7- Main steps over the 3 years

8- CSI

9- Activity Reports

10- Trainings

11- Financial support for Mobility and Trainings

12- PhD thesis

13- In case of problems

14- Events

1- What is a Doctoral School (ED in french) ?

- An ED is an administrative structure responsible for monitoring doctoral students
- The EDs were established in 2006
- In France, there are 90 EDs in Sciences and Techniques

Missions of an ED

- Organize the competitive recruitments
- Manage all the other types of enrollments
- Prepare the registration process
- Supervise the entire journey of each doctoral student
- Rule on re-registrations
- Organize and monitor the actions of the CSI
- Set up specific trainings
- Manage aids for mobility and training
- Participate in the creation of events
- Check compliance with defense requirements
- Assist/advise doctoral students on a daily basis
- Participate in the compilation of statistics
- Look at the future of young doctors
- Represent our topics in places of decision and arbitration

There are 8 EDs in Normandy

- Biologie Intégrative Santé Environnement (NBISE)

  Biology, Health

- Physique, Sciences de l'Ingénieur, Matériaux, Energie (PSIME)

  Physics, Engineering, Chemistry (inorganic), Earth sciences

- Mathématiques, Information, Ingénierie des Systèmes (MIIS)

  Mathematics, Computing, Electronics

- Chimie (NC)

  Chemistry (organic)

- Droit (DN)

  Law

- Economie-Gestion (EGN)

  Economy, Management

- Homme, Sociétés, Risques, Territoire (HSRT)

  Sociology, Psychology, Geography, Education

- Humanités (NH)

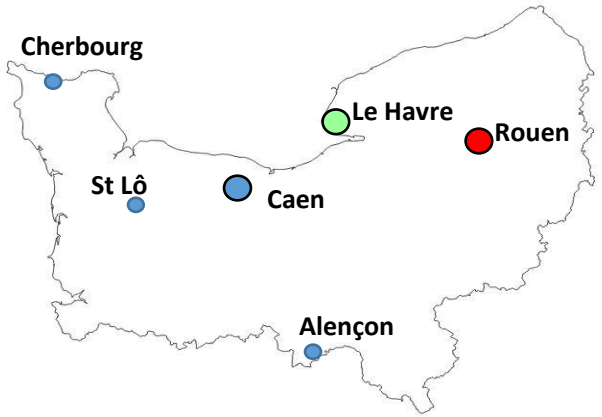
  Literature, Languages, History, Philosophy

2- What is the ED PSIME?

Each ED covers a territory and encompasses a field of topics

Normandy





Three « Sites »

-site of Caen

-site of Rouen

-site of Le Havre

What PSIME means ?

Physique, **S**ciences de l'**I**ngénieur, **M**atériaux, **E**nergie

(Physics, Engineering, Materials, Energy)

What topics in ED PSIME ?

Physics and Materials sciences

Nucleus, Corpuscules, Solid state physics,
Atomic physics, Optics and Lasers, Fluid mechanics

Chemistry and Earth sciences

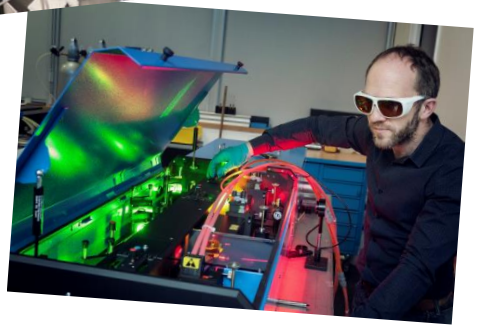
Synthesis, Cristallography, Catalysis, Earth sciences

Energy and Engineering sciences

Combustion, Acoustics, Optoelectronics,
Geo-environment, Civil engineering, Electrotechnics,
Process Engineering, Components







3- Labs and Topics

⇨ 15 labs spread over 3 sites

CAEN

- Centre de recherche sur les Ions, les Matériaux et la Photonique
- Laboratoire de Cristallographie et Sciences des Matériaux
- Laboratoire de physique corpusculaire de Caen
- Grand Accélérateur National d'Ions Lourds
- Laboratoire universitaire des sciences appliquées de Cherbourg
- Laboratoire catalyse et spectrochimie
- Laboratoire de Recherche Builders
- Morphodynamique Continentale et Côtière

LE HAVRE

- Laboratoire Ondes et Milieux Complexes
- Groupe de Recherche en Électrotechnique et Automatique du Havre

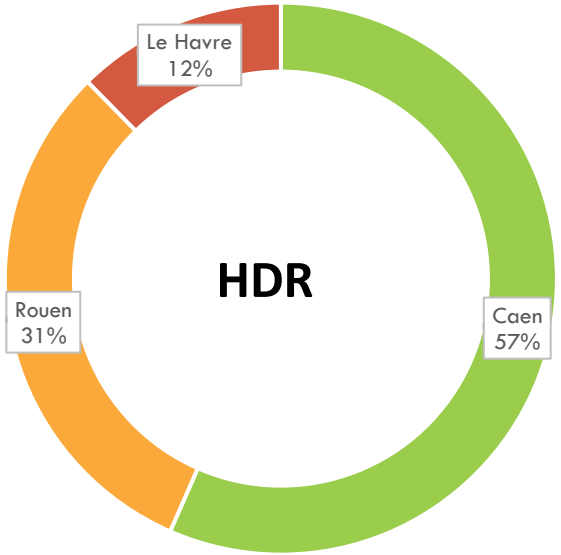
ROUEN

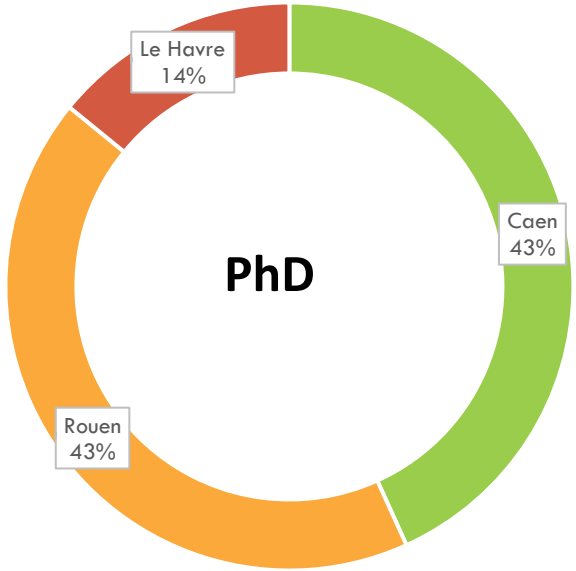
- Complexe de Recherche Interprofessionnel en Aérothermochimie
- Groupe de Physique des Matériaux
- Laboratoire de Sécurité des Procédés Chimiques
- Sciences et Méthodes Séparatives
- Laboratoire de Mécanique de Normandie
- Morphodynamique Continentale et Côtière

4- Some figures about PSIME

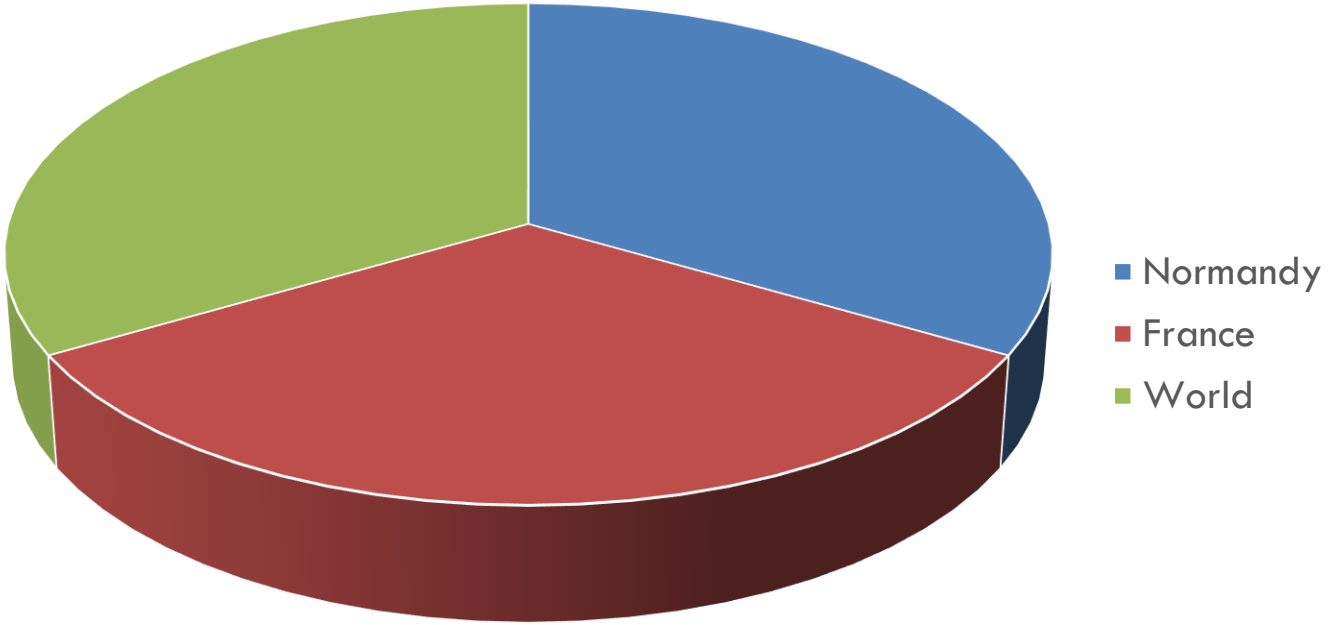
- ❖ 251 HDR researchers
- ❖ > 380 PhD Students

→ >100 enrollments per year





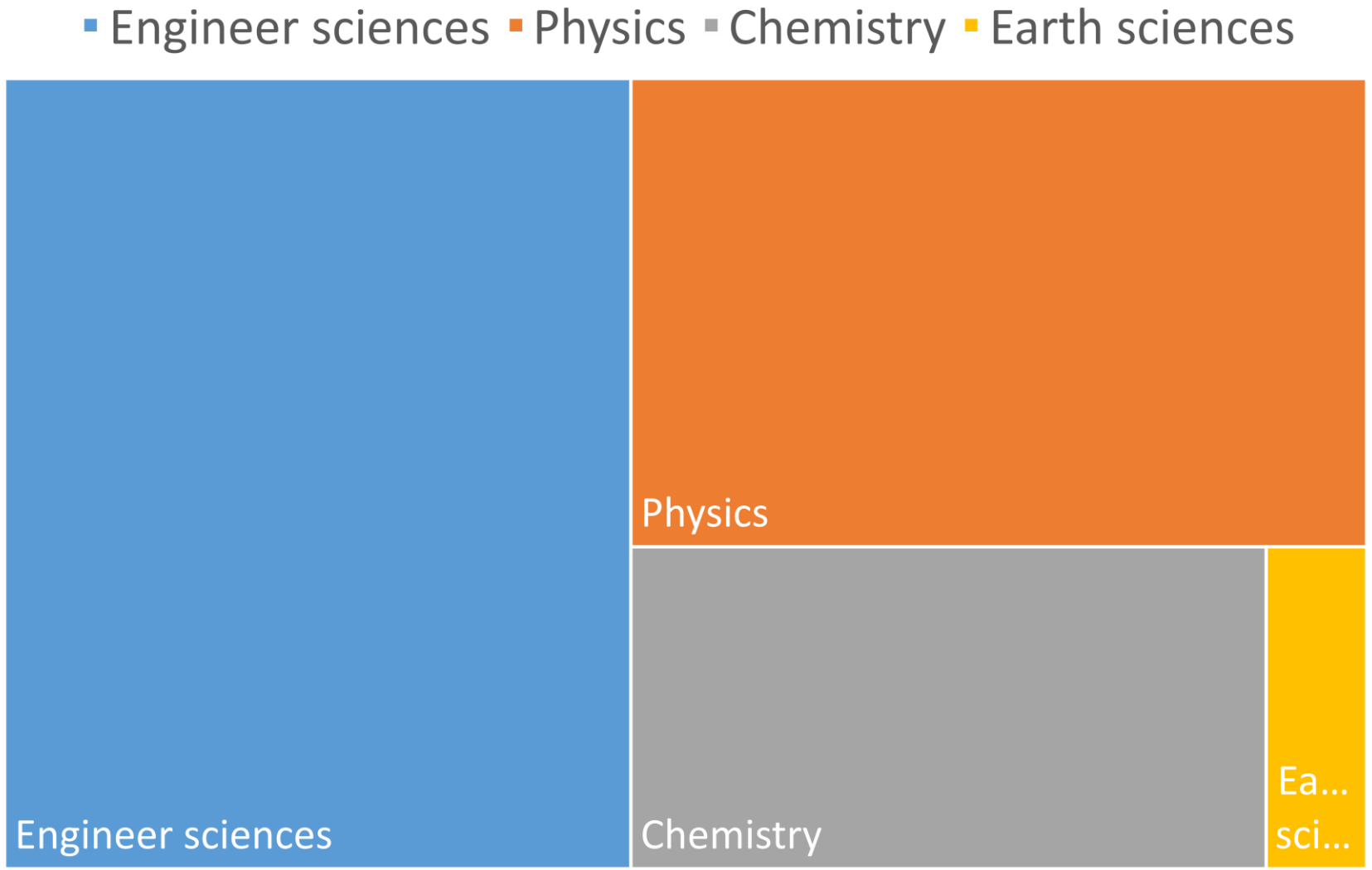
Where do you come from ?



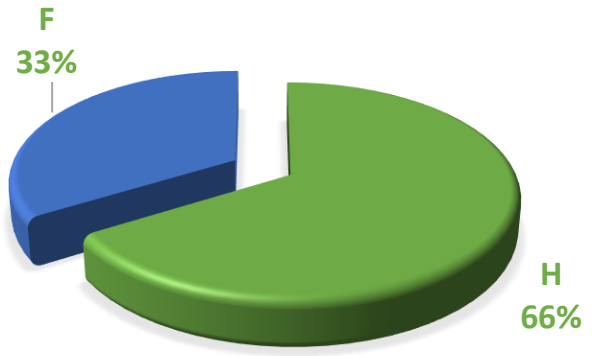
HDR= Habilité à Diriger des Recherches = Accreditated to Supervise Researches

4- Some figures about PSIME

% Fields

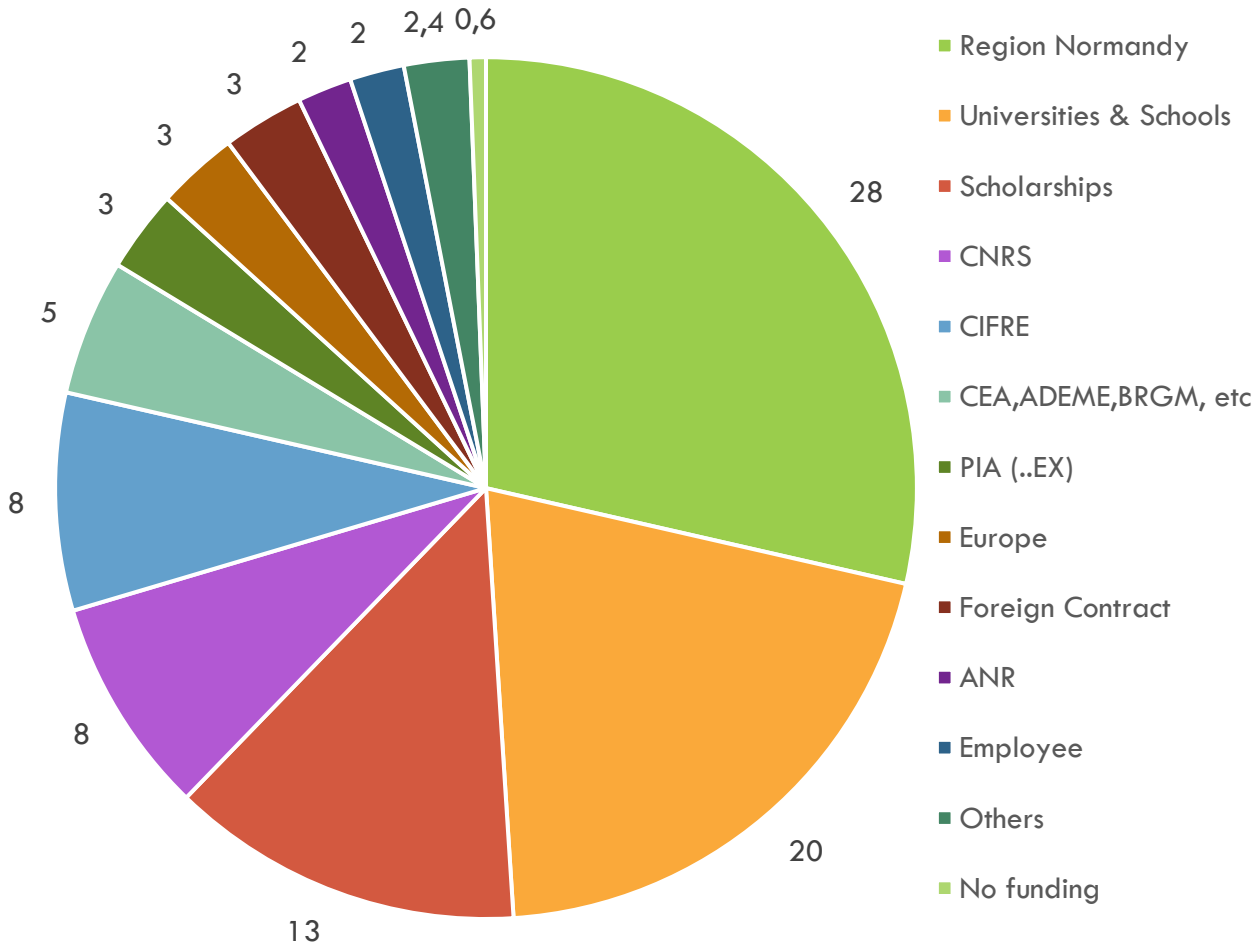


% Gender



4- Some figures about PSIME

Different status and types of Doctoral Contract

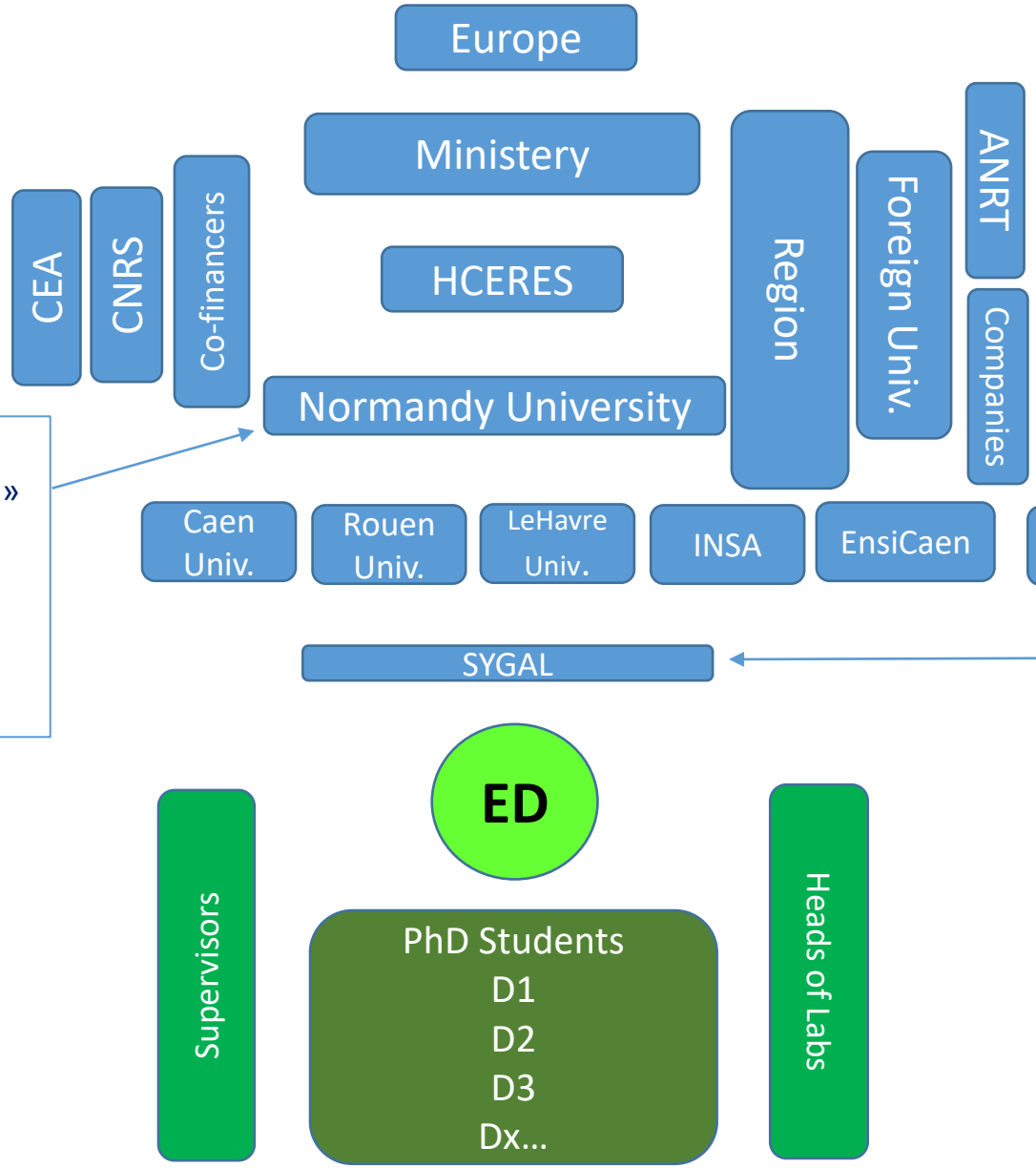


Reference salary for doctoral contracts

Année	Brut annuel	Brut mensuel	Date effet
2021	22 397 €	1 866 €	01/09/2021
2022	23 698 €	1 975 €	01/09/2022
2023	24 998 €	2 083 €	01/09/2023
2024	26 299 €	2 192 €	01/09/2024
2025-	27 600 €	2 300 €	01/09/2025

5- Structuration

Eco-system of PSIME



Normandy University (COMUE)
It drives the « Collège des Ecoles Doctorales » which :
-coordinates the regional doctoral policy
-organizes the transversal doctoral trainings
-organizes some events
-delivers the diploma

Higher education institutions

IT platform for administrative tasks

5- Structures of PSIME

Director : Jean Juraszek

Gestionnaires de l'ED PSIME



Gestionnaire INSA

Caroline Meley

INSA Magellan, ground floor

caroline.meley@insa-rouen.fr



Gestionnaire URN

Oriane REMADNA

Maison du Doctorat, Campus de MSA

Oriane.Remadna1@univ-rouen.fr

Administrative Managers

Management Board

Deputy-directors :

Jean Juraszek, Alexandre Vivet, Abdelghani Saouab

(Rouen) (Caen) (Le Havre)

Bureau

Representatives of the labs | External members | PhD students representatives

Council

PhD representatives

Caen :
to be renewed !

Rouen:
to be renewed !

Le Havre:
Quentin Guyomard

4 Council meetings per year

6- The rules

Are dictated by:

- ❖ Ministerial Decrees
- ❖ Doctoral Charter
- ❖ ED Internal Rules

2016

Legifrance.gouv.fr

JORF n°0122 du 27 mai 2016
texte n° 10

Arrêté du 25 mai 2016 fixant le cadre national de la formation et les modalités conduisant à la délivrance du diplôme national de doctorat

2022

MINISTÈRE DE L'ENSEIGNEMENT SUPÉRIEUR ET DE LA RECHERCHE

Arrêté du 26 août 2022 modifiant l'arrêté du 25 mai 2016 fixant le cadre national de la formation et les modalités conduisant à la délivrance du diplôme national de doctorat

Doctoral Charter

Normandie Université

Having regard to the decree of 25 May 2016 establishing the national framework for doctoral training and the modalities allowing the awarding of national doctorate degrees;
Having regard to the amending decision of 2015 of the MENESER allowing for the transfer to the Community of Faculties and Institutions of the University of Normandy (ComUE Normandie Université) of doctoral colleges and institutions in Normandy and their accreditation to award certified doctorate degrees;
Having regard to the decision of 28 November 2016 of the Academic Council of the University of Normandy;
Having regard to the charter of 28 November 2016 concerning the submission and the diffusion of doctoral theses awarded by the University of Normandy.

The present doctoral charter defines the principles established by the Community of Faculties and Institutions of the Normandy University (ComUE Normandie Université) in delivering national doctorate degrees. Doctoral students are registered in a member institution of the Normandy University, designated below as the "higher educational institution."

The terms "doctoral student" and "thesis supervisor" used in the present charter are generic and respectively represent both female and male doctoral students, and both female and male thesis supervisors. With "thesis supervisor" the present charter refers to single thesis supervisors or, in the case of co-supervision, co-supervisors.

ARTICLE 1 – AIMS OF THE DOCTORAL CHARTER

The preparation of a doctoral thesis is based on a freely concluded agreement between the doctoral student and the thesis supervisor during the recruitment of the new researcher. This agreement establishes a precise definition of the research topic and the working conditions required to carry out the research, including the financial conditions.

The doctoral charter formalizes the reciprocal commitments of the doctoral student, the thesis supervisor, the director of the research unit, the director of the doctoral school and the head of the institution where the doctoral student is registered. It is signed by all parties when the student registers as a doctoral student.

The parties committed by this charter are:

- the doctoral student, who commits to applying any means at his/her disposal to successfully complete the previously defined research project and to carry out any training activities required both to conduct the research work and to complete his/her professional project.
- the thesis supervisor, who bears the scientific responsibility for the work, supervises it and ensures that the doctoral student can take part in the training activities offered by the doctoral school and by the College of Doctoral Schools (Collège des Ecoles Doctorales, CED).
- The director of the research unit in which the doctoral student carries out the research, who ensures that the doctoral student is properly integrated in the unit and that the necessary working conditions to allow a successful completion of the research project are fulfilled.
- the doctoral school, which is supported by the University of Normandy, and which brings together the research units that receive doctoral students, participates in their recruitment, organizes their training, helps them to prepare for their further professional career and oversees compliance with the provisions established in the present charter.

You signed it !

ARTICLE 1- Aims of the doctoral charter

ARTICLE 2 - THE THESIS: A STAGE IN A PERSONAL AND PROFESSIONAL PROJECT

ARTICLE 3 – TOPIC AND FEASIBILITY OF THE THESIS

ARTICLE 4 – THESIS SUPERVISION, FOLLOW-UP AND FEEDBACK

ARTICLE 5 – FUNDING OF THE THESIS

ARTICLE 6 – DURATION OF THE THESIS

ARTICLE 7 – TRAINING CONTRACT

ARTICLE 8 – MEDIATION PROCEDURES

ARTICLE 9 – DISCONTINUATION OF REGISTRATION FOR DOCTORAL TRAINING

ARTICLE 10 - SUBMISSION AND DIFFUSION OF THE THESIS

ARTICLE 11 – THESIS VIVA

ARTICLE 12 – CONFIDENTIALITY

ARTICLE 13 – PROTECTION OF COPYRIGHT – QUOTATION RIGHTS

ARTICLE 14 – INTELLECTUAL PROPERTY

ARTICLE 15 – SPECIFIC PROVISIONS

Sure you read it ?....

Internal Regulations

Doctoral School for

Physics, Engineering Sciences, Materials, and Energy *(ED PSIME, n° 591)*

Internal Rules approved by the Doctoral School Council on 5 July 2017 and examined by the College of Doctoral Schools on 31 August 2017

The Ministerial Decree of 25 May 2016 establishes the national framework for doctoral training and the conditions under which national doctorate degrees may be awarded. It applies to all doctoral students and thesis supervisors of the Doctoral Schools of the Community of Faculties and Institutions of the University of Normandy (henceforth: ComUE Normandie Université). The present Internal Rules) complement the Decree but do not substitute it. The framework detailed below specifies the terms under which the Decree applies to all the users of the PSIME Doctoral School and details the roles, attributions and functioning of the Doctoral School.

It must be noted that the term "doctoral student" used throughout the present document is generic and represents both female and male students.

The rules and regulations set out in the present Internal Rules are completed by the procedures which are in force in the institution where the doctoral student is enrolled for doctoral training and work on his/her thesis. Any rules which are not specified in the relevant legislation, in the Doctoral Charter, in the present IR, and in the procedures of the institute where the doctoral student is enrolled for the preparation of his/her doctoral degree, fall under the authority of the Director of the PSIME Doctoral School, except when the competence lies legally with another part of the institution where the doctoral student is enrolled.

Article 1 – Functioning of the PSIME Doctoral School

Article 2 – Conditions for enrollment as a doctoral student

Article 3 – Attribution of doctoral research funding contracts

Article 4 – Enrollment and re-enrollment as doctoral student, gap-years, Joint International Supervision

Article 5 – Supervision modalities

Article 6 – Doctoral training

Article 7 – Thesis defense

Article 8 – Follow-up of the professional insertion of doctors

Article 9 – Evaluation of the doctoral school by its users

Article 10 – Approval of the Doctoral School's Internal Rules

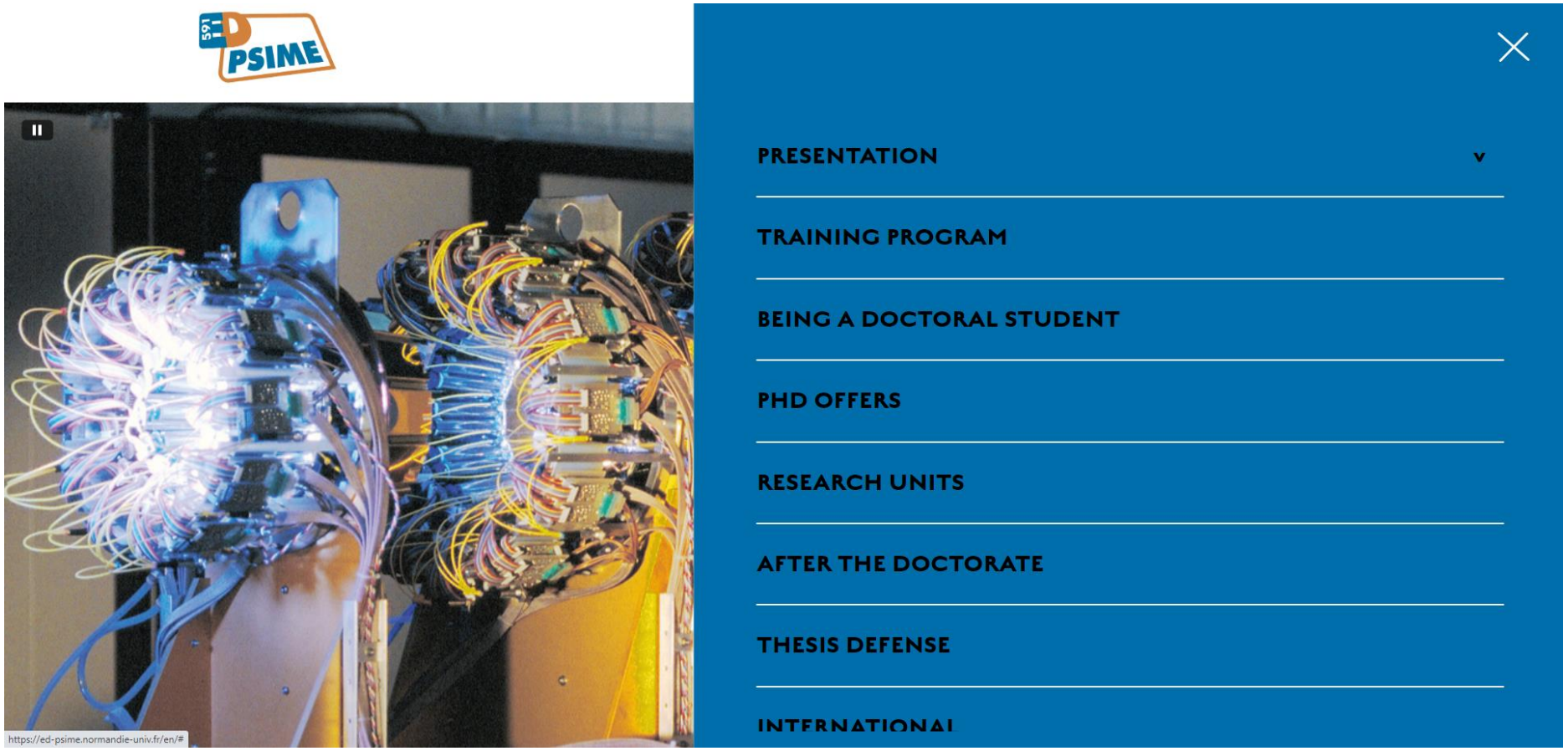
Article 11 – Commitment by the doctoral student

PLEASE READ IT

Web Site

https://ed-psime.normandie-univ.fr/en/





It is the only place to get the up-to-date forms to be filled

Duration = 36 months = 3×12 mois

Re-registration is not systematic !

PhD work = Research & Training

PhD student = Student & Employee

Go to your supervision team. Be proactive. Ask questions
Address the relational difficulties as soon as possible

It is one of the basic tasks of the doctoral school to help and support you in the event of difficulties. Do not hesitate to ask.

Sick leaves are mandatory in case of illness
Any absence must be declared
Take care of your health

There are mutual rights and duties between you and the thesis supervisor
You must feel comfortable with your CSI



Think of the financial support from the ED for your mobility and external trainings

Don’t wait for the last year to consider your trainings

Schedule well in advance the CSI meetings

Obey all the deadlines !

The « Training and Production » requirements are mandatory

Don’t wait for the defense to think of your post-doctorate position

7- Main steps of the 3 years

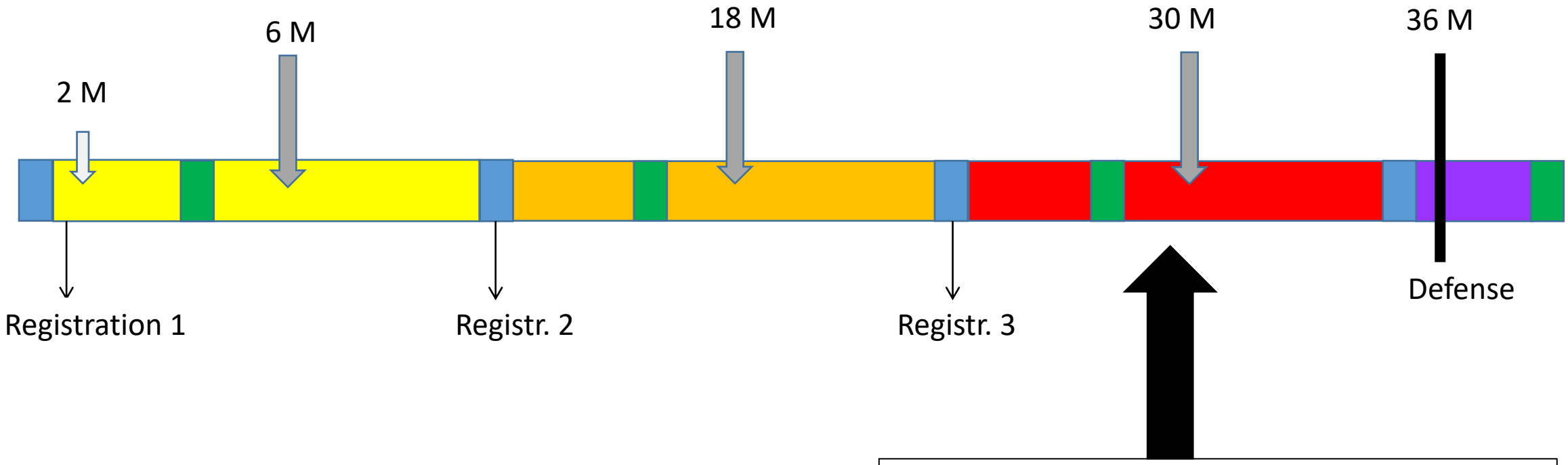
Different « years »:
-Civil years
-Academic years
-Your « own » years

summer

Xmas

CSI meeting

Agreement for re-registration



Complete the training requirements
Start the PhD thesis writing

SYGAL: SYstème de Gestion et d'Accompagnement doctoraL



ESUP SyGAL
Système de Gestion
et d'Accompagnement doctoraL

https://sygal.normandie-univ.fr/

Doctoral Management and Support System

- **Information**
- **Training (registration, surveys, etc.)**
- **Reports of the Individual Monitoring Commitee (CSI)**
- **Annual reports**
- **Thesis submission and defense**

8a- CSI « Comité de Suivi Individuel »= Individual Monitoring Committee

➢ **System introduced in 2016**

➢ **What for ?...** **The CSI has been settled to help you !**

- **But to be efficient, it must be neutral (⇒ “in between”)**
- **It takes a distanced look checking that everything is going on smoothly**
- **It can remind each party of its duties and help them to get their right obeyed, if needed**
- **It relays the rules of the ED to each doctoral (student-supervisor) couple.**
- **It systematically reviews a series of basic questions (work, relationships,results)**
- **It assists the (student-supervisor) couple in finalizing the thesis project towards the defense**
- **It encourages the doctoral student to prepare his/her post-thesis professional future**

8b- CSI : CONSTITUTION

The CSI is made up of at least two members independent of the thesis supervisor and of the research project.

Its minimum constitution is as follows:

- **A member who can belong to the doctoral student's host laboratory (but not to the same team)**
- **A member from outside the doctoral student's host laboratory.**

- The composition of the CSI must be co-constructed by the doctoral student and his/her supervisory team
- At least one of them is an academic (prof. or researcher) holder of the HDR.
- One of the members must know the field of the thesis well, while the other may be very far from it.

- The ED recommends that the PhD student suggests at least one of the members.
- The ED recommends that at least one of the members be geographically close to the student's lab.

❖ **There are 3 mandatory interviews at 6 , 18 and 30 months (+42 in case of derogation)**

❖ **The CSI agreement is required for each reregistration**

❖ **Beyond the (6,18,30M) additional interviews or meetings or contacts are possible at any time !**

HDR: diploma required to be a thesis director

8c- CSI : The interviews

Documents on the website

The course of a CSI interview takes place in at least three stages:

1 - **Scientific presentation by the PhD student** (the supervising staff is invited to attend but it should not interfere in the discussion at this stage)
- Oral presentation by the PhD student
- Discussion between the CSI and the PhD student

2 - **Interview between the PhD student and the CSI** (without the supervising staff nor any representative of the lab.)
- Monitoring of the working conditions

3 - **Interview between the supervising staff and the CSI** (without the PhD student)
- Monitoring of the working conditions

A **final session involving all the attendants** (PhD student, Supervising staff, CSI) may also be held. This is left to the discretion of the CSI.

To be prepared:
- scientific report (maximum 3 pages, in french or in english)
- oral presentation (for about 15 min at 6M, till about 30 min at 30M)
- update of the form gathering the trainings and productions (excel sheet available on the website)
- last but not least, all the questions you would like to ask or problems to be raised. Examples: how to have a teaching experience or attend a conference? You should also think about your professional future after the thesis.

To be sent to the CSI at least one week before the meeting:
- "Thesis Projet" and "PhD Training Agreement", i.e. the documents provided to the Doctoral School along the registration process
- The scientific report
- The summary of trainings and productions

To be done after the meeting:
Once the CSI gave you their Meeting Report, **you have to deposit it** in the **SYGAL** system

8d- 6M Interview

Page 3

----------MONITORING OF THE WORKING CONDITIONS----------

The following questions aim at making sure that all the conditions are met to ensure a good start of the doctoral work

Is the situation clear about the aims the doctoral work (in the student's mind) ?

YES – NO (comments if needed)

Is the situation clear about the strategy that will be followed (in the student's mind) ?

YES – NO (comments if needed)

Are all the required means available to carry out the targeted doctoral work ?
If necessary ,what should be done to improve the situation?

YES – NO (comments if needed)

Is the scientific background of the student well suited to carry out the doctoral work ?
If necessary, what should be done to improve the situation ?

YES – NO (comments if needed)

The quality of the relationship between the PhD student and his/her Supervising staff is crucial. All risk of misunderstanding should be addressed as soon as possible.

Are the modalities of the interaction between student and staff clearly defined ?

YES – NO (comments if needed)

Is there any wish from the PhD student about the involment of the Supervising staff?

YES – NO (comments if needed)

Page 6

----------CONCLUSIONS----------

Does the CSI consider the Doctoral work has started on the right track?

YES – NO (comments if needed)

Does the CSI plan to organize additional meetings (before the next mandatory interview at 18 months) ?

YES – NO (comments if needed)

Would it be useful to organize a meeting with the staff of the Doctoral School to address some issues ?

YES – NO (comments if needed)

Does the CSI ask for the organization of a probationary period to judge the relevance of a new annual registration? Contact the secretariat for more details about this procedure.

YES – NO (comments if needed)

The CSI members:

Name & Affiliation **Signature**

Name & Affiliation **Signature**

All ideas from the CSI, the Ph student or the Supervising staff aiming to improve the efficiency of the monitoring process are highly welcome! The ED thanks you in advance.

8e- 18M Interview

Page 2

CONDUCT OF THE INTERVIEW

Date & Place :

PhD student (First Name, Name) :

Supervising staff (Names, labs) :

CSI members (Names, labs) :

REPORT & ORAL PRESENTATION

It is reminded that the primary role of the CSI is not to evaluate the scientific level of the PhD student. The main goal of both the report and oral presentation is to provide the CSI with an overview of the thesis project. However, the report and the talk are also expected to reflect the level of involvement of the PhD student (which is an element of importance for the CSI) and they constitute an opportunity for the PhD student to show his/her skills in terms of scientific communication.

Quality of the Report — Poor – Average – Good – Very good

Quality of the Presentation — Poor – Average – Good – Very good

Clarity of the Replies to the CSI — Poor – Average – Good – Very good

General comments about the report, talk and replies

Page 4

Is there any wish from the Supervising staff about the involment of the PhD student ?

YES – NO (comments if needed)

Is there any change planned within the supervising staff (in terms of co-supervisor and/or co-tutor) ?

YES – NO (comments if needed)

Suggestions of the CSI to improve the quality of the working relationship between the student and his/her supervising staff (if necessary)

Extrait de l'arrêté du 25 mai 2016 (modifié 26 août 2022):" Le comité de suivi individuel du doctorant assure un accompagnement de ce dernier pendant toute la durée du doctorat. Il se réunit obligatoirement avant l'inscription en deuxième année et ensuite avant chaque nouvelle inscription jusqu'à la fin du doctorat."

The CSI must decide each year on the relevance of a new reregistration. The CSI may declare itself unfavorable to this reregistration if the progress of the work is deemed unsatisfactory, owing to a manifest "professional inadequacy" of the doctoral student. To be able to provide objective elements on this point, a probationary period should be organized before the next registration deadline. This period, which typically lasts 2 months, consists of producing and presenting the results of a list of tasks drawn up jointly by the thesis director, the committee and the doctoral school.
Let us emphasize that the purpose at this stage is not to give a definitive opinion on the next reregistration but rather to decide whether a probationary period prior to the rendering of this opinion must be organised. If the CSI decides to activate this procedure, please tick the corresponding box in the conclusion part of the report.

Does the CSI ask for the organization of a probationary period to judge the relevance of a new annual registration? If yes, please shortly list the reasons which led you to make this decision

YES – NO (comments if needed)

8f- 30M Interview

Page 4

In case doubts remain about the inclusion of some parts still "under work", it must be realized that a decision has to be made very shortly (keep in mind that the manuscript must be sent at 34M !).

Is the perimeter of this manuscript well defined ? What are the CSI recommendations to reach a consistent document ?

-------- TRAINING PLAN & PROFESSIONAL PROJECT-------

Article 7.2 of the PSIME Internal Rules:" Before undertaking any steps towards organizing their thesis defense, doctoral students and their supervisors should verify that the following conditions are met:(i)part of the work done for the thesis should be published in an internationally recognized review, presented in a paper at a conference whose proceedings are published, patented or submitted for publication or patenting (except for particular confidential theses); (ii) doctoral students must be able to prove that they have followed the required training courses that match their professional project"

It should be remembered that the requirements in terms of training and production are mandatory. No defense authorization will not be granted without compliance with these rules.

Is the form "Summary of trainings and productions " properly completed (one talks about the excel sheet "Fiche Bilan Formation Doctorale" available on the website)?

YES – NO (comments if needed)

Are the conditions met in terms of "Trainings" and "Productions"? If not, this must be organized as soon as possible

YES – NO (comments if needed)

Page 6

---------- CONCLUSIONS ----------

What is the CSI's advice to ensure a defense within the limit of 36 months ?

Does the CSI plan to organize additional meetings to closely follow the last stage of the thesis project ?

YES – NO (comments if needed)

Would it be useful to organize a meeting with the Doctoral School to address some issues ?

YES – NO (comments if needed)

The CSI members:

Name & Affiliation **Signature**

Name & Affiliation **Signature**

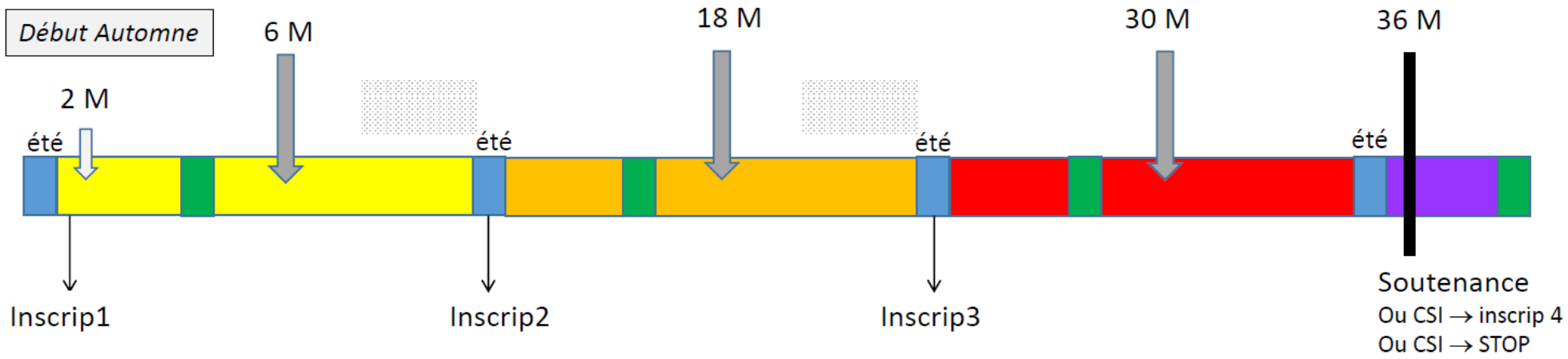
All ideas from the CSI, the Ph student or the Supervising staff aiming to improve the efficiency of the monitoring process are highly welcome! The ED thanks you in advance.

8g- Possibility of probationary periods

❖ The CSI may declare itself unfavorable to the reregistration if the progress of the work is deemed unsatisfactory, owing to a manifest “professional inadequacy” of the doctoral student.

❖ To be able to provide objective elements on this point, a probationary period should be organized before the next registration deadline.

❖ This period, which typically lasts 2 months, consists of producing and presenting the results of a list of tasks drawn up jointly by the thesis director, the CSI and the ED.



9- ACTIVITY REPORTS

- System completely distinct from that of the CSI
- Purely administrative
- To be done every year online with SYGAL
- Specify the trainings and scientific productions
- It takes less than 15 mins to do it

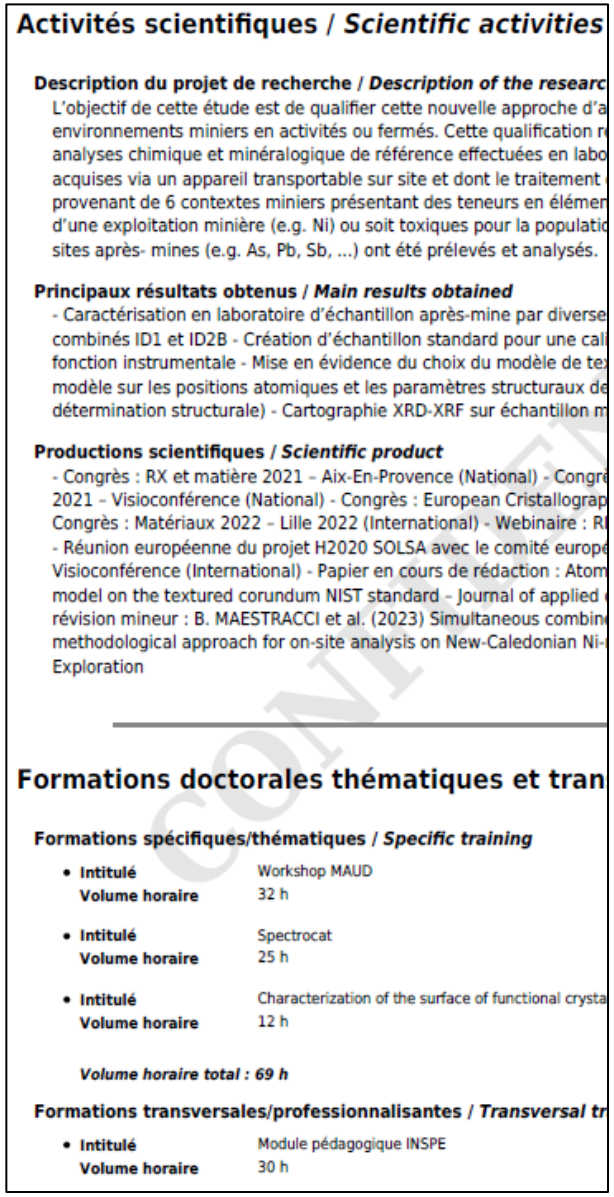
Warning:

CSTI actions are mandatory for the Regional CDs (NR 100)

…the candidate undertakes to devote several days per year to scientific, technical and industrial culture activities…

CSTI : Culture Scientifique Technique et Industrielle

Deadline : 15/06/2027 !



Activités scientifiques / *Scientific activities*

Description du projet de recherche / *Description of the researc*

L'objectif de cette étude est de qualifier cette nouvelle approche d'a environnements miniers en activités ou fermés. Cette qualification r analyses chimique et minéralogique de référence effectuées en labo acquises via un appareil transportable sur site et dont le traitement provenant de 6 contextes miniers présentant des teneurs en élémer d'une exploitation minière (e.g. Ni) ou soit toxiques pour la populati sites après- mines (e.g. As, Pb, Sb, ...) ont été prélevés et analysés.

Principaux résultats obtenus / *Main results obtained*

- Caractérisation en laboratoire d'échantillon après-mine par diverse combinés ID1 et ID2B - Création d'échantillon standard pour une cal fonction instrumentale - Mise en évidence du choix du modèle de te modèle sur les positions atomiques et les paramètres structuraux de détermination structurale) - Cartographie XRD-XRF sur échantillon m

Productions scientifiques / *Scientific product*

- Congrès : RX et matière 2021 – Aix-En-Provence (National) - Congr 2021 – Visioconférence (National) - Congrès : European Cristallograp Congrès : Matériaux 2022 – Lille 2022 (International) - Webinaire : R - Réunion européenne du projet H2020 SOLSA avec le comité europe Visioconférence (International) - Papier en cours de rédaction : Atom model on the textured corundum NIST standard - Journal of applied révision mineur : B. MAESTRACCI et al. (2023) Simultaneous combin methodological approach for on-site analysis on New-Caledonian Ni- Exploration

Formations doctorales thématiques et tran

Formations spécifiques/thématiques / *Specific training*

- **Intitulé** Workshop MAUD
  Volume horaire 32 h
- **Intitulé** Spectrocat
  Volume horaire 25 h
- **Intitulé** Characterization of the surface of functional crysta
  Volume horaire 12 h

Volume horaire total : 69 h

Formations transversales/professionnalisantes / *Transversal tr*

- **Intitulé** Module pédagogique INSPE
  Volume horaire 30 h

- **Intitulé** Sauveteur Secouriste du Travail
  Volume horaire 21 h
- **Intitulé** intégrité scientifique
  Volume horaire 15 h
- **Intitulé** Regles d'usages de publication
  Volume horaire 6 h
- **Intitulé** Open science
  Volume horaire 4 h
- **Intitulé** Développer Stratégie Numérique
  Volume horaire 4 h
- **Intitulé** données personnelles
  Volume horaire 3 h
- **Intitulé** HAL
  Volume horaire 3 h

Volume horaire total : 86 h

Actions de diffusion de la culture scientifique, techniq *the framework of the promotion of scientific, technica*

- **Nature** Ambassadrice du Développement Dura
  Public Tous public
  Temps consacré 15 h
  Date 01/06/2022

Volume horaire total : 15 h

Autres activités / *Other activities*

- **Nature** Enseignement à l'IUT
  Lieu Caen (FRANCE)
  Public Etudiants
  Temps consacré 64 h
  Date 03/01/2021
- **Nature** Workshop MAUD
  Lieu Caen (FRANCE)
  Public Scientifiques, Ingénieurs, Techniciens,
  Temps consacré 15 h
  Date 05/07/2021
- **Nature** Encadrement Stagiaires
  Lieu Caen (FRANCE)
  Public Etudiants
  Temps consacré 35 h

CONFIDENTIEL

CSTI

Actions undertaken within the framework of the promotion of scientific, technical and industrial knowledge



« Fête de la Science »

Relais d'Sciences

Atelier du chercheur

Pint of science

A researcher, a teacher, a class

Lundis de l'Université Populaire



MT180s

Communications to high school or midle grade students

Inter-age universities

Press, media,

Open days

CNRS Com'Lab

Etc…

10a- TRAININGS

❖ Disciplinary / Scientific → **PSIME**

❖ Cross-training / Professionally oriented → **CED**

❖ Other local trainings →

Ex: Master Courses
Supercomputing CRIANN (Rouen)

❖ Other trainings elsewhere →

Ex: Summer schools
Master courses
ED courses

❖ Other experiences can also be regarded as « trainings »
in particular Teaching and Supervision of trainees

10b- Trainings from our Institutions of Higher Education

Those proposed by the hosting Institution specifically for the PhD students

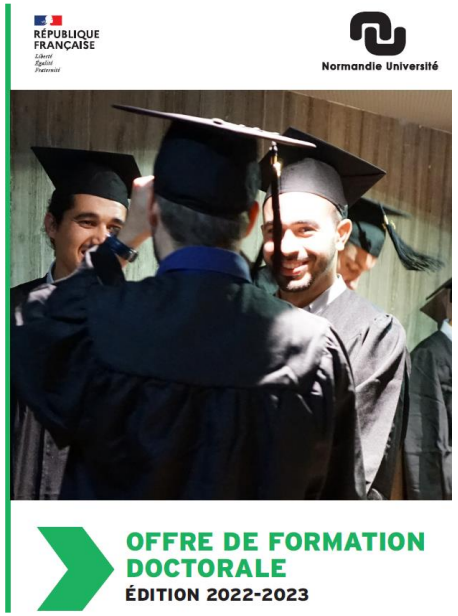
- Disciplinary / Scientific ……PSIME
- Cross-training / Professionally oriented ……CED

- **Evaluation by the doctoral students via a satisfaction survey**
- **Annual updating of the training offers**

10c- Interdisciplanary Trainings by CED

About 53 training courses divided into 8 modules

-Communication and interpersonal skills
-Thesis methodologies and tools
-Protect, promote and disseminate research results
-Support for becoming a professional
-Dissemination of scientific, technical and industrial culture
-Research and Higher Education
-Entrepreneurship
-Sustainable development and social responsibility





October :
Training booklet
Information online

October → May
Registration on SYGAL
Do it asap !
Limited staffing

https://www.normandie-univ.fr/blog/formation-doctorale-2022-2023/

10d- Specific Trainings by PSIME

- ❖ Advanced Laser Diagnostics (Rouen)
- ❖ Nanomaterials (Rouen)
- ❖ Characterization of the surface of functional crystalline materials: from fundamental to application (Caen)
- ❖ Luminescent materials and lasers (Caen)
- ❖ Multiphysics approach of Energy Systems (Le Havre)
- ❖ LaTeX (à Rouen et Caen, proposé par ED MIIS)
- ❖ Python (Rouen, et Le Havre)

Website

Luminescent materials and lasers (4H lecture, 20H Practical Work)

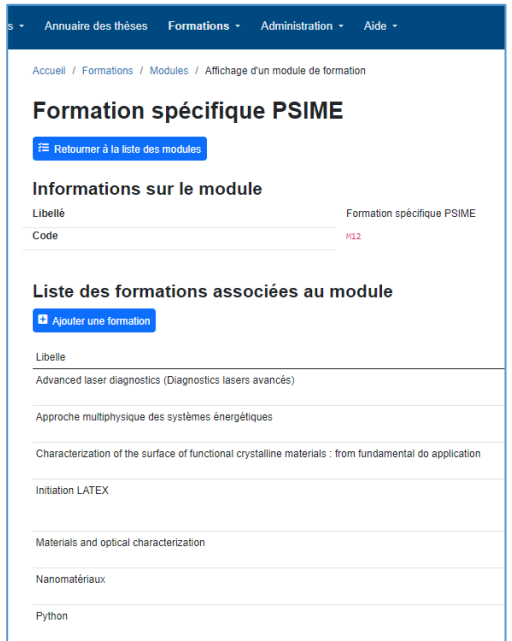
Coordinator : A. BRAUD, Professor, CIMAP
alain.braud@ensicaen.fr
Speakers : A. Braud (Professor, UCN), C.Labbé (Associate Professor, UCN), Julien CARDIN (Research Engineer CNRS), Philippe MARIE (Associate professor UCN)
Course Location : Caen, Campus II (Bâtiment F)

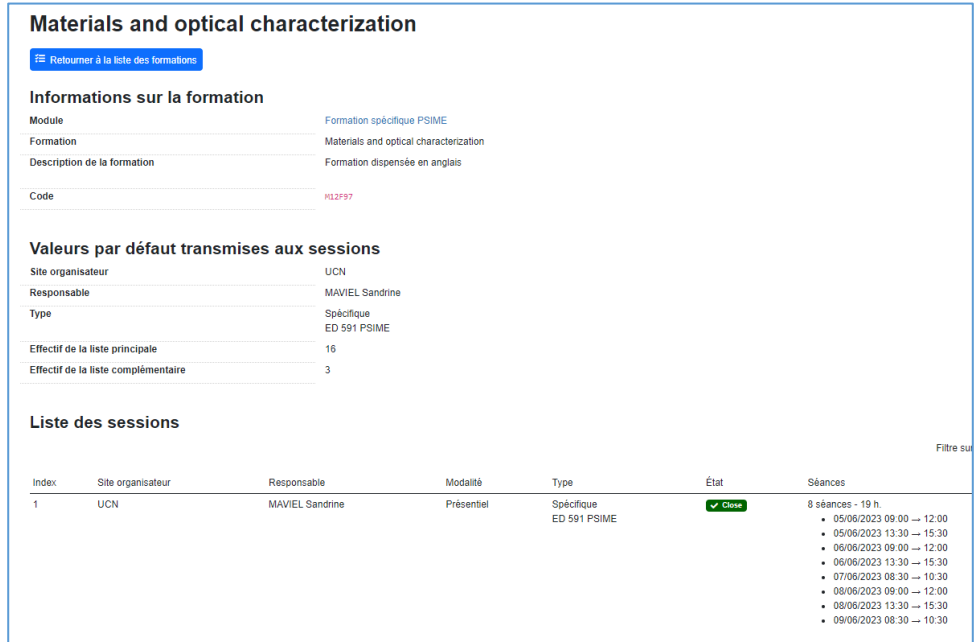
This course focuses on the optical properties of luminescent materials and their application to lasers. The practical part of this course will aim at the implementation by the PhD students of fabrication and characterization techniques of these materials and the realization of a solid-state laser. It is intended for PhD students of the ED PSIME wishing to develop their knowledge in this field.

Course (4 hours)
- Spectroscopic properties of luminescent materials
- Materials for optics and lasers
- Spectroscopic measurement techniques

Small group practical work (20 hours)
- Growth of massive single crystals (Czockralski, Bridgmann-stockbarger methods) and in thin layers (Liquid Phase Epitaxy)
- Cutting and polishing crystals and glasses
- Absorption and transmission spectroscopy
- Emission and excitation spectroscopy
- Time-resolved emission spectroscopy (spectra and fluorescence dynamics)
- Simplified modeling (on PC) of a laser (rate equations, laser gain, threshold determination and laser slope efficiency)
- Practical realization of a solid-state laser emitting in the visible

<u>October → Spring</u>
Registration on SYGAL
Do it asap !





10f- COMPULSORY TRAININGS

1. **Research ethics** (MANDATORY in 1st year D1)
2. **Scientific integrity** (MANDATORY in 1st year D1)
3. **Prevention of all forms of violence and discrimination**

- These trainings are included in the CED offer / However there are not enough places for eveybody
- External trainings are eligible
- For instance, the MOOC from Bordeaux for « Ethics » and from Lyon University for « Integrity »

10g- GOOD PRACTICES

- Registering for training is a firm commitment !
- No last minute cancellation !
- Unjustified absence will result in losing your rights to mobility aids !
- Archive your training documents as you go !
- Do not wait until the third year to complete these “trainings” requirements !

11- Financial support for Mobility and Trainings

The ED can provide financial support for actions aimed at promoting your professional integration

This may include travel and/or registration costs for events such as trade fairs, workshops, conferences, laboratory visits, job meetings, etc.) or paid specialized training which may be remote.

➢ Costs are always advanced by the laboratory / Then ED transfers this aid to the laboratories via NU

ED Training	Normandy	France	Europe	World	Training
50 € (automatic)	50 €	200 €	400€	800€	< ¾ cost & < 800

****SEND YOUR REQUEST AT LEAST ONE MONTH BEFORE THE EVENT****

➢ Requests on a rolling basis / **Form sent to caroline.meley@insa-rouen.fr** / No retroactive requests

➢ Directory meeting each month /Decision sent to the PhD, supervisor and lab

12a- PhD Thesis : Manuscript and Defense

Manuscript:

-Start at least 6-8 months before the contract end

-Think of the 2 required months between submission and defense

-Think of the "Summer Effect" & Possible need of additional experiments…

-Make regular backups and organize the exchanges with your supervisors

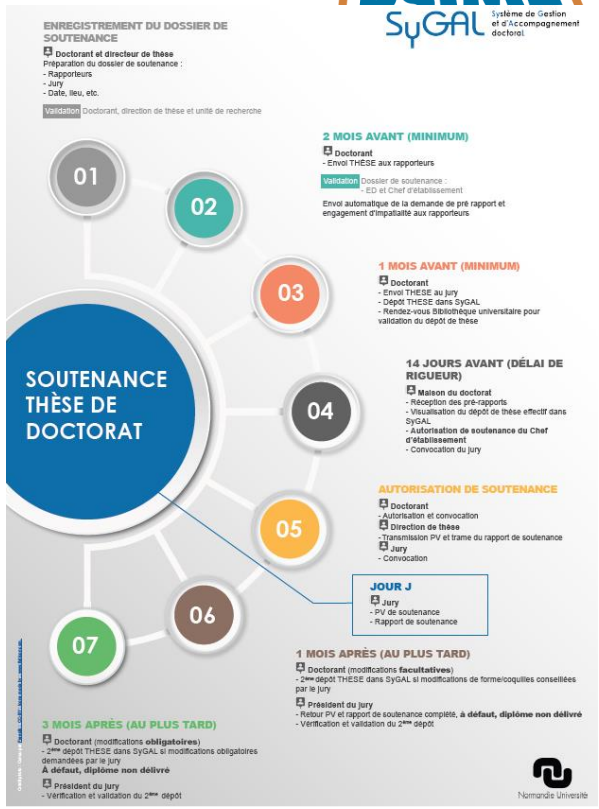
- ➢ No article-based PhD dissertation
- ➢ Monograph but 100 pages is enough
  (and you can add your papers at the end if you like)
- ➢ No plagiarism
- ➢ Keep energy to think about post-thesis

Defense:

-Too early to talk about it. See website later

-Think about the possibility of a European Label

-DO NOT FORGET the Training and Production Requirements





TRACKING TABLE FOR THE TRAININGS

Training requirements before PhD defense

		Fill in : Name, First Name		
Trainings, Courses, Experiences				Number of hours
50H minimum in T0-T6 *T0 : mandatory	T0a	Ethics of research		15
	T0b	Scientific integrity		10
	T0c	Preventing all forms of violence and discrimination		10
	T1	Modules proposed by Normandy Univ.		35
	T2	Modules proposed by ED PSIME		
	T3	Modules proposed by a Master or by another Doctoral school		
	T4	Module proposed by INSPE		
	T5	Thematic/summer school		
	T6	Training in relation with the professional project		20
Other activities	T7	PhD students representative on the ED Council	(eq. 24H)	24
	T8	Elected member in a PhD association	(eq. 16H)	
	T9	Organization of PhD Days	(eq. 16H Max)	16
	T10	Elected member in a council (lab. Univ...)	(eq. 16H)	
	T11	Other administrative work (certified by the lab. or the institute)	(eq. 16H Max)	
	T12	Training within a company (for CIFRE contracts)		
	T13	Teaching or Consultant in companies	(eq. 32H Max)	
	T14	Science dissemination (Fête de la science, CSTI actions,...)	(eq. 24H Max)	
	T15	Attending seminars in your laboratory or institute	(eq. 24H Max)	
	T16	Supervision of a trainee	(eq. 8H)	xx
		TOTAL Training (minimum 100 h) :		130

Training validated

TRACKING TABLE FOR THE PRODUCTIONS

Scientific production requirements before PhD defense

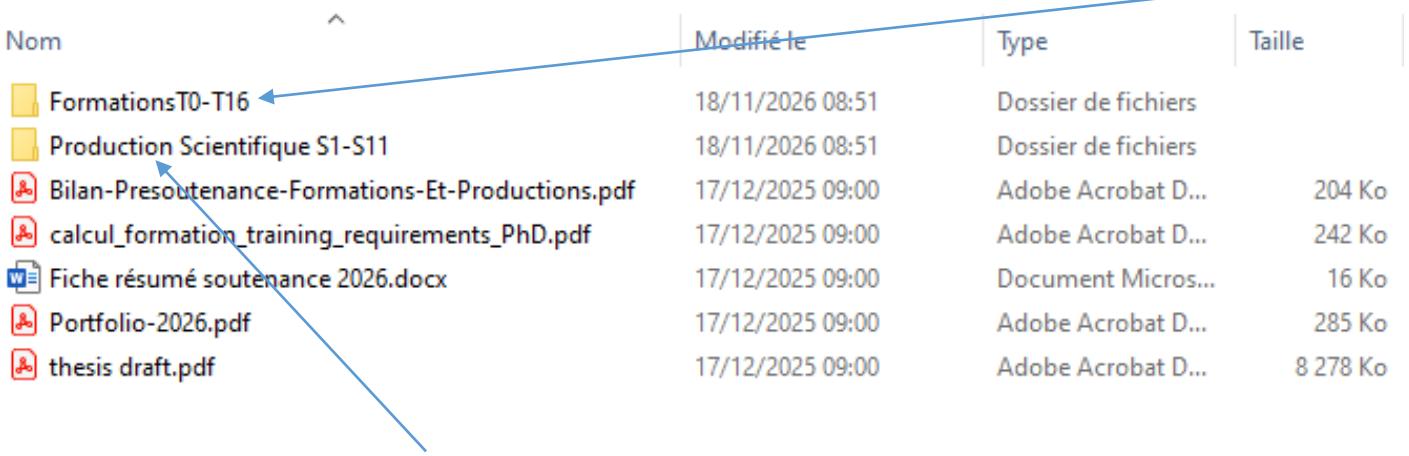
Scientific production				Number of items (with coef. 0.5 or1 taken into account)
1 production mandatory (S1-S3)	S1	Article in a peer-reviewed journal (accepted or submitted)		1
	S2	International conference as a speaker		1
	S3	Patent or Licence		
Other scientific production	S4	Thesis Award	(eq. 1 production)	
	S5	Speaker at a national conference or workshop	(eq. 1 production)	
	S6	Giving a seminar in another lab.	(eq. 1 production)	
	S7	Participation in MT180s	(eq. 1 production)	
	S8	Co-author of a paper	(eq. 0.5 production)	
	S9	Poster presentation at a conference or workshop	(eq. 0.5 production)	0,5
	S10	Giving a seminar in your laboratory	(eq. 0.5 production)	0,5
	S11	Participation in a doctoral student event (JDD, JED, etc.)	(eq. 0.5 production)	0,5
	S12	Stay in another lab. (>1 week, and excluding cotutelle)	(eq. 0.5 production)	
	S13	Progress report for funding agencies	(eq. 0.5 production)	
		TOTAL Scientific production (minimum 3 scientific production) :		3,5

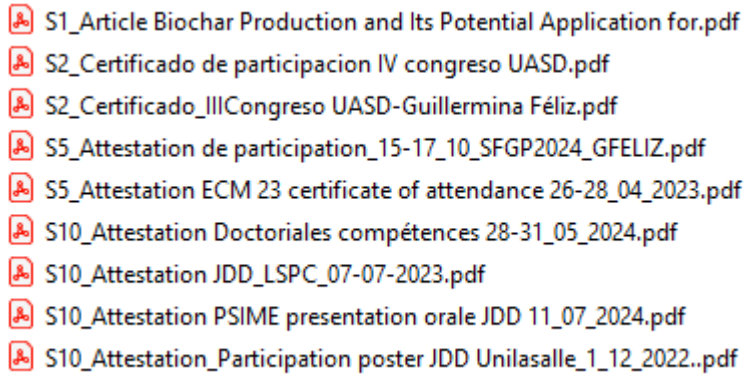
Scientific Production validated

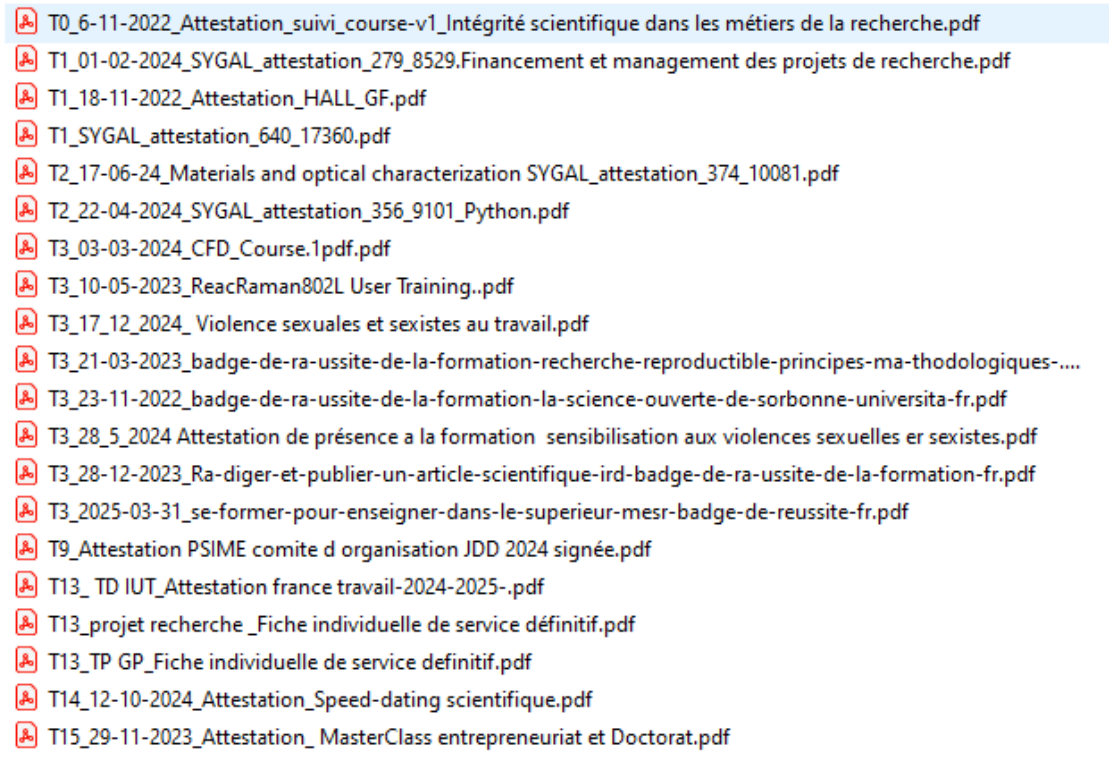
12b- Assessment of the Training and Production Requirements

- **Pre-defense folder gathering all the supporting documents associated to each items of the follow-up tables**

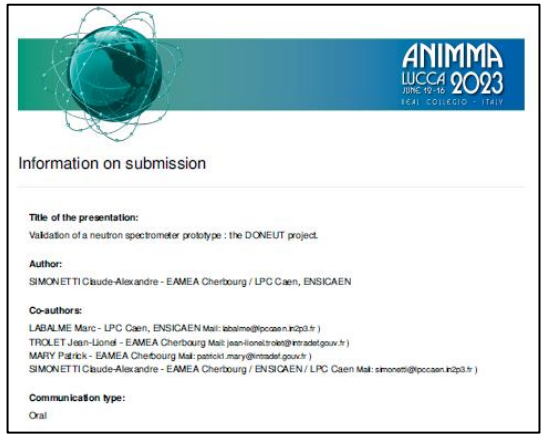
- **It is examined by the Directory before signature by the ED of the Thesis Defense File**







Examples



ANIMMA LUCCA 2023 JUNE 19-16 REAL COLLEGIO - ITALY

Information on submission

Title of the presentation:
Validation of a neutron spectrometer prototype : the DONEUT project.

Author:
SIMONETTI Claude-Alexandre - EAMEA Cherbourg / LPC Caen, ENSICAEN

Co-authors:
LABALME Marc - LPC Caen, ENSICAEN Mail: labalme@lpccaen.in2p3.fr)
TROLET Jean-Lionel - EAMEA Cherbourg Mail: jean-lionel.trolet@intradef.gouv.fr)
MARY Patrick - EAMEA Cherbourg Mail: patrick.mary@intradef.gouv.fr)
SIMONETTI Claude-Alexandre - EAMEA Cherbourg / ENSICAEN / LPC Caen Mail: simonetti@lpccaen.in2p3.fr)

Communication type:
Oral



FUN FRANCE UNIVERSITÉ NUMÉRIQUE

université de BORDEAUX

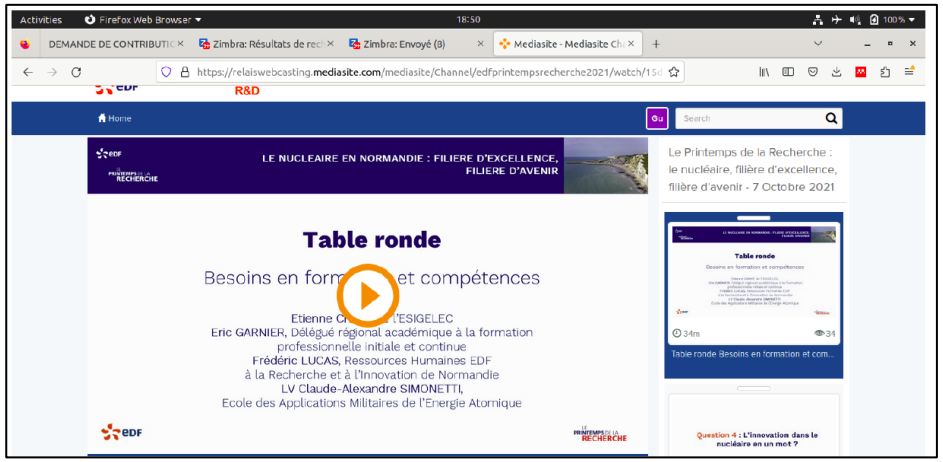
ATTESTATION DE SUIVI AVEC SUCCÈS

Claude-Alexandre Simonetti
a suivi avec succès le MOOC*
Intégrité scientifique dans les métiers de la recherche - Session 2
proposé par Université de Bordeaux
et diffusé sur la plate-forme FUN
Le 17/09/2020

Enseignants
Antoine de Daruvar
Professeur de bioinformatique
Yannick Lung
Professeur émérite en économie
Le temps de travail estimé pour le MOOC est de 15 heures.

https://www.fun-mooc.fr

* MOOC : cours en ligne
La présente attestation n'est pas un diplôme et ne confère pas de crédits (ECTS).
Elle n'atteste pas que le participant était inscrit à/au Université de Bordeaux.
L'identité du participant n'a pas été vérifiée.



cnrs

Intitulé de la formation ▶ **ANF « GEANT4 - 2020»**

Nom du stagiaire : Simonetti Prénom : Claude-Alexandre Unité : LPC Caen /ENSICAEN

QUESTIONNAIRE d'EVALUATION

Merci du temps que vous prendrez à remplir ce questionnaire. Il nous aidera à préparer les futures ANF et éventuellement à améliorer celles-ci. Il nous servira également à établir le bilan pour le CNRS.

ATTESTATION DE FORMATION

Je soussigné,

Denis LEBRUN, Directeur de l'ED PSIME N°591,

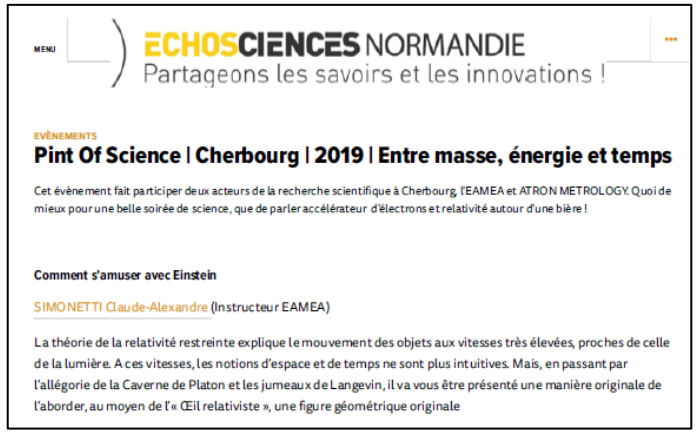
Certifie que : Monsieur Simonetti Claude-Alexandre

a suivi la formation suivante de façon effective la formation :

« Initiation LATEX »

Intervenant : Olivier LATRY
Date de la formation : Le 6 et 13 mai 2022
Durée totale de la formation : 6 heures
Lieu de la formation : Visio-conférence
Organisateurs : ED PSIME

Cette attestation est délivrée à l'intéressé pour valoir ce que de droit.



MENU ECHOSCIENCES NORMANDIE
Partageons les savoirs et les innovations !

EVÈNEMENTS

Pint Of Science | Cherbourg | 2019 | Entre masse, énergie et temps

Cet évènement fait participer deux acteurs de la recherche scientifique à Cherbourg, l'EAMEA et ATRON METROLOGY. Quoi de mieux pour une belle soirée de science, que de parler accélérateur d'électrons et relativité autour d'une bière !

Comment s'amuser avec Einstein

SIMONETTI Claude-Alexandre (Instructeur EAMEA)

La théorie de la relativité restreinte explique le mouvement des objets aux vitesses très élevées, proches de celle de la lumière. A ces vitesses, les notions d'espace et de temps ne sont plus intuitives. Mais, en passant par l'allégorie de la Caverne de Platon et les jumeaux de Langevin, il va vous être présenté une manière originale de l'aborder, au moyen de l'« Œil relativiste », une figure géométrique originale



Claude-Alexandre Simonetti
Doctorant en physique

4
Documents

Publications

Search for a publication

Conference papers (1)

Deconvolution methods used for the development of a neutron spectrometer
Claude-Alexandre Simonetti, Marc Labalme, Jean-Lionel Trolet, Patrick Mary
7th International Conference on Advancements in Nuclear Instrumentation Measurement Methods and their Applications (ANIMMA 2021), Jun 2021, Prague (République Tchèque), Czech Republic. pp.09003, /10.1051/epjconf/202125309003/
Conference papers hal-03441919v1

Preprints, Working Papers, ... (3)

A new mathematical symbol : the termirial
Claude-Alexandre Simonetti
2020
Preprints, Working Papers, ... hal-02556204v4

Un nouveau symbole mathématique : la termirielle
Claude-Alexandre Simonetti
2020
Preprints, Working Papers, ... hal-02504460v4

An original geometrical contribution to special relativity
Claude-Alexandre Simonetti
2018
Preprints, Working Papers, ... hal-01897250v2

12c- Skills Portfolio

Rules

Article 15 of the decree « 25 mai 2016 »

[….] A portfolio is created, including a list of all the doctoral student's activities during his/her training, including teaching, dissemination of scientific culture or technology transfer, and highlighting the skills he/she developed during the preparation of the doctorate. It is updated regularly by the doctoral student.

Article 6.6 of the Internal Regulations PSIME

The doctoral student keeps an up-to-date portfolio in which she/he records all the actions carried out in terms of training (followed or given), productions (scientific, dissemination, mediation, etc.), as well as all types of responsibilities taken in the context of his work (organization of events, elective functions, etc.). The impact in terms of "Professional Skills" acquired must be highlighted. This portfolio is sent to the members of the CSI during each interview.

This portfolio should not be regarded only as a kind of “extended” CV. Of course, it is intended to gather all elements of your academic and professional experiences, but it should also include more general know-how elements, particularly in terms of human relationships.

In addition, this portfolio must be built as a collection of skills, able to make sense for any type of recruiter.

12c- Skills Portfolio

SKILLS PORTFOLIO (1/6)

Family Name / First name :

Thesis title :

Date of first registration :

Date of portfolio update:

SET 1 **DESIGN AND DEVELOPMENT OF AN R&D FORESIGHT AND ROAD-MAPPING STRATEGY**	
Acquire a general and specific scientific expertise in a given field of research	.....
Review the state of knowledge and its limitations in a given sector of activity, at the local, national and international levels	.....
Identify and solve new, complex problems involving several fields, drawing on highly advanced knowledge and expertise	.....

13a- In case of problems

➢ **Problems related to the progress of the thesis and/or relationship with the supervision team**

Start discussing with the management team / Then possibly the group leader /Then the laboratory management /**Contact the CSI** / Inform the ED secretariat

Then, the ED can organize a mediation including all parties

➢ **Health problems**

Provide a **"work stoppage"** in case of illness or accident (to your employer)

Notify the lab. management and the ED in the event of long-term leave (more than one month)

In addition to the private doctors, there are dedicated structures at URN and INSA!

➢ **Problems related to violence, harassment or discrimination.**

Dispositif de lutte contre le harcèlement sexuel (URN)

CELLULE DE LUTTE CONTRE LES VIOLENCES SEXISTES ET SEXUELLES (INSA)

For this type of problem, you will also have to notify the ED !

All the contact information are available on the website

13b- In case of problems

There is also the possibility that your supervisor has a problem with you !

- **Your CD is 3x1 year and subject to agreement for extension each year (summer)**
- **Your CD is an employment contrat so it can be terminated for professional misconduct or deficiency**

But there are procedures (of course!)

- **The CSI opinion is an essential element**
- **If the conflict hardens, the ED comes into play**
- **Result of the probationary period is decisive. The ED is involved in this procedure**
- **In the event of a decision not to renew or interrupt the contract, there are also appeals. See the charter.**

In practice, there are almost no terminations due to fault or misconduct…

14- Joint actions / Events / Activities

- Specialized trainings
- Exchange with your representatives to prepare the council meetings
- Surveys organized by your representative or the ED
- Meeting Days
- PhD association



NORMANDIE DOC'
Écoles Doctorales Normandes

14- Joint actions / Events / Activities

JED: Journée de l'Ecole Doctorale (Doctoral School Day)

- A workshop organized by the PhD students on a voluntary basis, with support from the ED staff.
- Co-organized with ED MIIS.
- The venue rotates between Rouen, Caen and Le Havre.
- Featuring presentations by both established researchers and PhD students, delivered in English.
- Held each spring.





- Start working
- Don’t stay on your side, ask questions !
- Establish a regular schedule of meetings with your supervisors
- Look at the Training offer
- Build your CSI within 2 months !

📣 Please take a few minutes to respond to the **satisfaction surveys** sent by email to ED members (one per year). Your feedback really matters, and it's in your own interest!



📣 **Elections are coming up: become a PhD student representative on the ED council!**

- We still need volunteers: one representative and one alternate (“suppléant”) for URN, and the same for INSA.
- Why get involved? It's a unique opportunity to make your voice heard, help shape the decisions that affect your daily life as a PhD student (funding, training, events, working conditions), gain experience for your CV, and connect with people across the whole doctoral school.
- It's less time-consuming than you might think: just a few meetings per year !
- Ready to stand, or just curious? Contact us!

Le parrainage étudiant à l'Université de Rouen Normandie

- **Objectifs :** favoriser la réussite et l'ambition des étudiants et valoriser les parcours de nos étudiants à l'URN
- **Le principe :** parrainer un.e étudiant.e de Master envisageant une poursuite d'études en Doctorat
- **Condition pour s'inscrire :** être inscrit.e en Doctorat à l'URN

Le parrainage étudiant à l'Université de Rouen Normandie

Quels avantages ?

- Inspirer des étudiant.e.s intéressé.e.s à l'idée de poursuivre une trajectoire similaire
- Développer des compétences transversales
- Se sentir utile
- Vivre une expérience humaine

Quelles missions ?

- Témoigner, partager votre expérience
- Ecouter les craintes, doutes et questionnements
- Dans la mesure du possible, faire prendre part votre filleul.e à des événements en lien avec votre domaine de recherche

Inscriptions → Evènement de rencontre → Suivis → Remplissage et envoi d'un document bilan du parrainage → Remise d'une attestation

Le parrainage étudiant à l'Université de Rouen Normandie



Retrouvez toutes les informations et inscrivez-vous sur votre portail étudiant !

02.32.76.93.73

parrainage.etudiants@univ-rouen.fr