

MEETING MINUTES

1/2024

29/01/2024	09h30	10:15	Video conferencing
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

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

The meeting had the following agenda:	Single item: Admission/exclusion of the application(s) under the terms and for the purposes established in item 4 of the Notice and article 17(1) of the Regulations governing Competitions for the Recruitment of Teaching Staff at the Polytechnic Institute of Porto.
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On the above-mentioned date and at the time, the Jury of this tender procedure met to deliberate on the single item 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 (<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.

Single item: Admission/exclusion of the application(s) under the terms and for the purposes established in item 4 of the Notice and article 17(1) of the Regulations governing Competitions for the Recruitment of Teaching Staff at the Polytechnic Institute of Porto.

Pursuant to point 4 of the [Notice of Competition](#) and in accordance with the provisions of article 17.1 of the IPP Competition Regulations, the Jury assessed the applications submitted for admission or exclusion on the basis of the conditions laid down for the submission of applications and the requirements for admission to the competition.

The jury unanimously decided to exclude the candidates Astrida Skrinda, Anabela Garcia Ferreira Pinto and Josélia Maria dos Santos José Neves, as they do not hold the " aggregate title or legally equivalent title in the area for which the competition is open", an admission requirement set out in point 4.2 of the [Notice of Competition](#).

The jury unanimously decided to admit the candidate Clara Maria Laranjeira Sarmento e Santos, as she meets all the admission requirements set out in the notice.

The decisions taken resulted in the following list:

List of accepted/excluded applications:

Name of candidate(s)	Jury deliberation	Reasons for exclusion and other observations
Astrida Skrinda	Excluded	Does not meet the admission requirement laid down in point 4.2 of the Notice of Competition (aggregate title or legally equivalent qualification in the field for which the competition is open).
Anabela Garcia Ferreira Pinto	Excluded	Does not meet the admission requirement laid down in point 4.2 of the Notice of Competition (aggregate title or legally equivalent qualification in the field for which the competition is open).

Clara Maria Laranjeira Sarmiento e Santos	Admitted	
Josélia Maria dos Santos José Neves	Excluded	Does not meet the admission requirement laid down in point 4.2 of the Notice of Competition (aggregate title or legally equivalent qualification in the field for which the competition is open).

The members of the jury also decided unanimously:

- i) to notify the applicants of the Jury's deliberations so that, if they so wish, they can state their case, under the terms of point 9 of the [Tender Notice](#) and articles 121 to 125 of the Code of Administrative Procedure, approved by Decree-Law no. 4/2015, of 7 January;
- ii) to define that this hearing of interested parties must be carried out in writing, duly substantiated and, under penalty of being rejected outright, it must be submitted on the same Application Portal: (<https://portal.ipp.pt/concursos/iscap/pessoal/>) by accessing the submitted application; the deadline for this hearing is 10 working days, from the working day following the date of the notification *email* sent via the Application Portal; the decisions will become final in the absence of any allegation within the legal deadline (10 working days, from the working day following the date of the notification *email* sent via the Application Portal);
- iii) that, as provided in Article 17 of the P.Porto Competitions Regulations, the Jury's deliberations will also be made available on the ISCAP website, at www.iscap.ipp.pt (<https://www.iscap.ipp.pt/documentos-publicos/procedimentos-concursais/a-decorrer/a-decorrer>), as well as posted at ISCAP's Reception.

There being no further business, the meeting was adjourned, and these minutes were drawn up. After being read and approved by the members of the Jury, they 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	
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