

Process Description

Case number: 2018NO350695

Name Organisation under review: University of Bergen

Organisation's contact details: Muséplassen 2, Bergen

Date endorsement charter and code: 05/11/2018

Process

The HRS4R process must engage all management departments directly or indirectly responsible for researchers' HR-issues. These will typically include the Vice-Rector for Research, the Head of Personnel, and other administrative staff members. In addition, the HRS4R strategy must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4 , as well as appoint a Committee overseeing the process and a Working Group responsible for implementing the process.

Please provide the name, the position and the management line/ department of the persons who are directly or indirectly engaged in the HRS4R process in your organisation:

Name	Position	Steering Committee	Working Group	Management line/ Department
Kjell Bernstrøm (Autumn 2017-)	University Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	University Director's Office
Margareth Hagen (Autumn 2017-)	Pro-rector	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Rectorate
Sonja Irene Dyrkorn (Autumn 2017-)	HR Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	HR Department
Beatriz Balino (Autumn 2017- Spring 2018)	Team Leader	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Grants and Commissions (BOA)
Vibeke Kyrkjebø Irgan (Spring 2018 -)	Senior Advisor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Division of Research Administration
Karl Erik Müller (Autumn 2017- Spring 2018)	PhD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Medicine
Ingvild Aagedal Skage (Autumn 2017- Spring 2019)	Post-doctoral fellow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Faculty of Social Sciences
Knut Einar Skodvin (Autumn 2017- Autumn 2018)	Associate Professor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Law

Name	Position	Steering Committee	Working Group	Management line/ Department
Pinar Heggernes (Autumn 2017- Autumn 2018)	Head of Department, Professor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Faculty of Mathematics and Natural Sciences/ Department of Informatics
Camilla Bernt (Autumn 2018 -)	Professor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Faculty of Law
Anna Therese Bjerkreim (Spring 2018- Spring 2019)	Research Fellow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Medicine
Magdalena Keindl (Spring 2019 -)	PhD Candidate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Faculty of Medicine
Odd André Karlsen (Spring 2019 -)	Associate Professor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Faculty of Mathematics and Natural Sciences
Magnus Hoem Iversen (Spring 2019 -)	Postdoctoral fellow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Faculty of Social Sciences
Svein Åge Eilertsen (The Project Group for C&C)	Senior Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	University Director's Office
Kathrine Brosvik Thorsen (The Project Group for C&C)	Senior Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Division of Human Resources
Kari Elisabeth Lønøy (The Project Group for C&C)	Senior Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Division of Human Resources
Even O. Sørland (The Project Group for C&C)	Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Division of Human Resources
Espen Dahle (The Project Group for C&C)	Senior Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Division of Research Administration
Ernst Pedersen (The Project Group for C&C)	Senior Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Division of Financial Affairs
Åshild Nylund (The Project Group for C&C)	Senior Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Division of Research Administration

Name	Position	Steering Committee	Working Group	Management line/ Department
Susanne Ostendorf (The Project Group for C&C)	Deputy director	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Faculty of Humanities
Gunnar Larsen (The Project Group for C&C)	Head of Section	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Faculty of Mathematics and Natural Sciences
Ingvild Vandeskog Wallacher (The Project Group for C&C)	Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Faculty of Medicine
Roger Strand (Survey Group)	Professor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Faculty of Humanities
Erik Knudsen (Survey Group)	Post-doctoral fellow	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Faculty of Social Sciences
Jill A. Opsahl (Survey Group)	Advisor	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Division of Human Resources

Your organisation must consult its stakeholders and involve a representative community of researchers ranging from R1 to R4, as well as appoint a Committee overseeing the process and a Working Group responsible for the implementation of the HRS4R process.

Provide information on how the researchers groups were involved in the GAP-analysis:

Stakeholder group	Consultation	
	format	Contributions

Stakeholder group	Consultation format	Contributions
<p>Working group I: HR Director Sonja Dyrkorn Head of Department Jan Heiret (HF) Head of Department Åsa Hammar (PSYK) Head of Department Ståle Knudsen (SV) Research Fellow Anna Bjerkreim, (MED) PhD Mildrid Kyte (MAT-NAT) Professor Valeriya Lyssenko (MED)</p>	Workshop	<p>Report from Workshop I (link) Summary: Workshop I dealt with the C&C topics "Professional and Ethical Aspects" and "Training and Development".</p> <p>The topics were illustrated with introductions and followed up by discussions in the Working Group based on C&C principles and UiB's practices in the field.</p> <p>Under the topic "Professional and ethical aspects", the discussions can be summarised in the following main areas;</p> <ol style="list-style-type: none"> 1) Research ethics and researcher integrity, 2) Researchers' professional responsibilities and 3) Requirements to researchers' dissemination and exploitation of results. <p>Similarly, the topic of "Training and development" can be summarised as;</p> <ol style="list-style-type: none"> 1) Career development inside and outside academia, 2) Academic supervision and career guidance at UiB, and 3) Qualities of a good supervisor. <p>Positive and negative variations were considered with a view to any proposed remedial measures in UiB's Action Plan.</p> <p>The main conclusions of the discussions in Workshop I are that research ethics and researcher integrity at UiB fully comply with the C&C principles in the field. Researcher education at UiB has been directed towards a career in academia, while a system for researcher careers outside academia has generally not been developed. It is therefore necessary to establish a system for career guidance for researcher positions outside academia in administration, business and industry etc.</p>

Stakeholder group	Consultation format	Contributions
Working group II: HR Director Sonja Dyrkorn Head of Department Pinar Heggernes (MAT-NAT) Head of Department Liv Syltevik (SV) Chief Physician Mette Vesterhus Professor Camilla Bernt (JUS) PhD Research Fellow Øyvind Røed (JUS) Associate Professor Gry Heggli (PSYK)	Workshop	<p data-bbox="794 275 1401 376">Report from Workshop II (link) Summary: Workshop II dealt with the C&C topic "Recruitment and Selection".</p> <p data-bbox="794 432 1401 1193">The discussions in the working group can be briefly summarized with the following main points. Recruitment of researchers to UiB is subject to national and institutional regulations which meet the requirements of the recruitment procedure in C & C. Open, effective and transparent recruitment processes are important for the rights of applicants for researcher positions, but also for the diversity of the research communities at UiB. The recruitment process for researchers is intended to meet the academic needs of different faculties, in addition institutional procedures must be safeguarded with joint training templates. International recruitment and mobility bring to UiB a high level of academic qualifications and access to leading research networks. It is important to have a service centre for the intake and distribution of researchers, and stimulate foreign researchers to take on positions of trust and management positions.</p> <p data-bbox="794 1238 1401 1460">Despite a long tradition of gender equality at UiB, there is a need for more knowledge on what leads to discriminatory practices. There is also a need to further develop measures that provide gender balance and equal opportunities for women on the career path.</p>

Stakeholder group	Consultation format	Contributions
<p>Working group III: HR Director Sonja Dyrkorn Professor Berte-Elen R. Konow (JUS) Professor Ashley Booth (KMD) Research Fellow Anesa Mulabecirovic (MED) PhD Eirik Andre Strømmland (SV) Post-doctoral fellow Pål Antonsen (HF) Post-doctoral fellow Ingvild Aagedahl Skage (SV) Deputy Director Susanne Ostendorf (HF) Advisor Friederike Hoffmann (MAT-NAT)</p>	Workshop	<p>Report from Workshop III (link) Summary: Workshop III dealt with the C&C topic "Working Conditions and Social Security".</p> <p>The main points for discussion in the Working Group can be summarised that it is not sufficient to define who is responsible for career development, there must also be a career development tool. Training and responsibility for career development must be defined for career paths within and outside of academia. The purpose of the new position structure for universities and university colleges is that it should better cover the sector's social responsibility in its entirety, and make visible clear and distinct career paths in the sector for all employees in academic positions. Increasing participation in externally funded project work and international networks allows research positions to have a clearer foundation than is the case in today's position structure in the university sector. Research positions should be further regulated in guidelines and employment agreements for international positions and externally funded projects.</p> <p>In UiB's process for affiliation to C&C, the term "HR for researchers" is used in accordance with the primary purpose of C&C's Principle 24 on working conditions; to ensure that researchers' working conditions provide sufficient flexibility to achieve good research results. Salary, stable employment and stimulating research environments are some of the tools that create attractive working conditions for researchers.</p>

Stakeholder group	Consultation format	Contributions
<p>OTMR-Checklist Working Group IV: Nina Stenseth Akbas, HR Gerd Johannessen, MOFA Signe Knappskog, HR Gunnar Larsen, MN Marianne Bø Larsen, MOFA Vidar Lidthun, HR/KMD Kari Lønøy, HR Britt-Karin Muri, HR Kristin Miskov Nodland, UMB Janne Marie Solheimslid, HR</p>	Workshop	<p>Report from Workshop IV (link) Summary: Workshop IV dealt with the OTMR checklist.</p> <p>The main points of the working group's discussions can be summarised as issues related to the three recruitment phases and to the achievement of UiB's recruitment strategies.</p> <p>UiB has clear guidelines and templates for the announcement of scientific positions. Despite this, variations in announcement practices occur in the units. Important that the announcement texts refer to a greater degree on development and career opportunities in the positions. It will be useful to investigate more closely the total number of announcements on the e-recruitment tool "JobbNorge", compared with the number on Euraxess, and other advertising channels such as newspapers, trade journals etc. UiB has clear rules for the composition of evaluation committees, and there is considerable emphasis on these being followed. UiB does not have an adequate system for feedback during or after interviews, but all applicants are informed at the end of the selection process.</p> <p>UiB has several policy documents with focus areas for recruitment of scientists. There is a general trend that recruitment from outside the organization is gradually on the rise in terms of the number of applicants and appointments. There are currently insufficient data for further analysis, but probably data from JobbNorge can be used to find more exact trends over time. UiB's Action Plan for Research Infrastructure will help make research environments at UiB attractive for cooperation, as well as provide an advantage in the recruitment process and the competition for external research funding.</p>

Please describe how the Committee overseeing the process was appointed and how it worked (meetings, decisions, etc.):

The UiB University Board decided in its meeting on 27/04/17 to establish a steering group to monitor the implementation of the EU declaration for researchers "Charter and Code" (C & C). The affiliation process should follow the "strengthened" HRS4R procedure and fulfil the requirement that representatives of all relevant actors be included in the process. The Steering Group was mandated to plan the gap analysis, in the form of a survey and thematic workshops and, based on this prepare a draft action plan.

HR for researchers - Affiliation to the EU principles in Charter & Code.

On 21/04/17, the university management appointed four representatives to the Steering Group for C & C. In their meeting on 06/06/17, it was decided to expand the Steering Group with representatives of the four career phases for researchers. These were appointed according to proposals from the faculties. Moreover, it was decided to appoint a professional group to prepare a survey on C&C principles, aimed at all researchers at UiB. An administrative project group for C&C was appointed to perform case management during the affiliation process.

In February 2018, UiB conducted a survey of all employees in scientific positions on the relationship between 17 of the C&C principles and UiB's practice in this area.

Please describe how the Working Group doing the Gap Analysis was appointed:

The Steering Group for C&C created three working groups made up of representatives of administrative and professional managers and the four career phases for researchers. Choices of personnel were made based on proposals from all faculties.

Each of the working groups were mandated to conduct a gap analysis using the workshop as an analysis tool with the aim of implementing UiB's Charter and Code in accordance with the "strengthened" HRS4-R. The gap analysis must compare UiB's actual practices with the principles stated in the Charter and Code. It should state the extent to which UiB already complies with each of these principles, and document the status with reference to existing strategy and action plans etc. It should also state whether national or institutional regulations endorse or oppose implementation of any of the principles. The gap analysis must describe existing deviations in such a way that it is possible to see the correlation between the deviation and proposed remedial measures in the Action Plan in order to fulfil the principles.

A joint startup meeting was held for the working groups on 06/04/18. See more information on the implementation of the startup meeting:

Joint startup meeting for the working groups

Workshop I was held on 13/04/18 and dealt with the C&C topics "Professional and Ethical Aspects" and "Training and Development". See more information on the implementation of the workshop:

Workshop I

Workshop II was held on 03/05/18 and dealt with the C&C topic "Recruitment and Selection". See more information on the implementation of the workshop:

Workshop II

Workshop III was held on 29/05/18 and dealt with the C&C topic "Working Conditions and Social Security". See more information on the implementation of the workshop:

Workshop III

In connection with the OTM-R checklist being made a mandatory application document, the Steering Group asked that UiB's recruitment procedures be assessed by the Division of Human Relations in collaboration with representatives of the faculties' administration managers.

Workshop IV on the OTMR checklist was held on 01/11/18. See more information on the implementation of the workshop:

Workshop IV