

Minutes from the meeting on 07.05.19 of the Steering Group for the implementation of Charter and Code (C&C) at UiB

From: 13.00 to 14.15

Present:

Sonja Dyrkorn

Margareth Hagen

Camilla Bernt

Odd André Karlsen

Magdalena Keindl

Svein Åge Eilertsen (secretary)

Even O. Sørland (HR)

1. Measures in UiB's Action Plan

UiB's Research Committee discussed the draft measures in the Action Plan in its meeting on 06.05.19. Even O. Sørland summed up the discussions in the Research Committee by stating that it was generally accepted that the C&C measures would benefit the everyday life of researchers and managers. It was pointed out that measures must not exclude individual environments, and that they must take into account that in practice there are very many different variables in respect of employment and competence assessments, etc. He referred to input from the Research Committee related to specific measures, and Margaret Hagen described them in more detail, in connection with the Steering Group's review of the list of measures.

It has been discussed whether to establish a pilot project for external recruitment under the "Recruitment" section of the Action Plan. The Steering Group believes that such a project needs preparation beyond what it is possible to achieve by the deadline for the presentation of the matter for the Board for C&C. It was therefore decided not to include such a project in the first action plan.

In relation to Action 2 - Templates and procedures used in UiB's recruitment, the Steering Group noted that these should be prepared in dialogue with the academic groups. It was stated that this would also be necessary in relation to several of the actions, such as measures on training and development of management data for recruitment.

It is described in Action 6 - Career Counselling that each PhD programme should offer courses in transferable skills. Not all PhD. programmes allow for this, and it should therefore be reformulated as; "The PhD programme at UiB shall offer courses in transferable skills".

In the Research Committee, it was shown that there are several career development tools, and the question was raised as to why only Reflex was mentioned in Action 7 – Career Development Tools. The Steering Group stated that Reflex should not be specifically mentioned, and that it is made part of the pilot project to find the most suitable tool.

The text of Action 9 - Pilot Project Teaching appears too vague. Sonja Dyrkorn stated that a new text has been prepared, which will be incorporated with HR and FA as responsible unit, deadline Spring 2021 and completed pilot project as indicator.

In the action area Supervisor Role, Action 10 is designated as the "Annual Supervisor Forum". The Steering Group believed that it may be necessary to rephrase the text so that the action is designed with more emphasis on establishing arenas for the development of the supervisor role, with the aim of conducting an annual supervisor forum. The deadline for the action is changed to 2021.

There came more input in the Research Committee to Action 11 - Equality and Discrimination. Even O. Sørland discussed these issues, including the fact that the action lacked a description of the deviation/problem. The Steering Group asked HR to continue working on the action, particularly based on the need for a platform of knowledge and data for the implementation of practical equal opportunity.

Also in relation to Action 12 – Academic CV, there was more input from the Research Committee, which was discussed by the Steering Group. HR was requested to work further with the text of the action, to clarify the core of the action and to relate it to practice on interruption/alternative career paths.

2. Status of application documents

Svein Åge Eilertsen discussed the status of the following documents:

1. Survey (Completed)
2. Gap analysis - Process (Proofing outstanding)
3. Gap analysis - Overview (Proofing outstanding)
4. OTMR - Checklist (Proofing outstanding)
5. Action plan:
 - Part 1 Information about the institution (Data pending from UiB's Analysis Group)
 - Part 2 Strengths and weaknesses in practice (Proofing outstanding)
 - Part 3 Proposed actions (Pending processing in the Heads of Faculty meeting)
 - Part 4 Implementation (Proofing outstanding)
6. Documents for meeting on 29.05.19 of the University Board
 - Case presentation (Proofing outstanding)
 - Reference to background documents:
 - The European Charter on Researchers and the Rules of Conduct for the Recruitment of Researchers (Completed)
 - Matter for the Board 39/17 HR for researchers - Affiliation to the EU principles in Charter & Code (Completed)
 - "HR in Research" - Report (Proofing outstanding)
 - UiB's C&C Website: <https://www.uib.no/en/charterandcode> (Proofing outstanding)

3. Implementation

Svein Åge Eilertsen gave a brief orientation about the work with some elements of part 4 of the Action Plan. Including the establishment of a control- and support apparatus at UiB during the implementation phase, as well as monitoring progress and achievement of objectives.

4. The way forward?

Sonja Dyrkorn outlined the future activity of the Steering Group. The Steering Committee will be briefed on the University Board's processing of the application documents and submission to the European Union Commission. If necessary, the Steering Group will be invited to a meeting. A meeting will be held during the autumn of 2019 with a view to preparing the implementation phase on achievement of "HR Excellence in Research" status.