

GUIDLINES FOR NORMAL DISTRIBUTION OF WORK ASSIGNMENTS DURING THE WORKING HOURS FOR PROFESSORS AND ASSOCIATE PROFESSORS AT THE UNIVERSITY OF BERGEN

The University has used a system in which all permanently employed professors and associate professors have a right and duty to do research. This has meant that each academic employee spends about the same amount of time on research as they do on teaching and supervision.

The Ministry of Education and Research has decided that this system is no longer a general provision for all institutions of higher education. It is up to each institution to decide how to distribute the time between different tasks, including research and teaching. Emphasis is placed on the opportunity for flexible use of personnel resources. The institutions cannot enter agreements that remove their managerial rights in the distribution of the working hours.

The University of Bergen is a research university with research and doctoral training in all disciplines. The institution is focused on further developing its profile as a research university with an international presence. Therefore, the University retains the system of having each academic employee in professor or associate professor positions spend about the same amount of time on research as they do on teaching and supervision.

Guaranteed time for research is important for recruitment and retention of the best researchers. That the employees have safeguarded time for research provides a good basis for applications for external research funding. That everyone who teaches is also active in research will ensure that the teaching is research-based.

The system is to be practised as follows:

1. The general principle is that each academic employee in a professor or associate professor position shall spend about the same amount of time on research as they do on teaching and supervision when other tasks have been deducted. The basic characteristic of the position assumes that dissemination and administration constitute limited parts of the position, and usually no more than 10 per cent of the working hours.
2. Each employee can in consultation with their Head of Department make an agreement that this distribution can be evened out over a longer period, so that the employee in part of the period spends more consecutive time on research and in another part of the period spends more time on teaching and supervision.
3. If an employee does not meet their research or teaching obligations, it is the Head of Department's responsibility to step in with adequate measures. In such cases, it may be appropriate to agree to a different distribution of the time than that stated in the general principle.

The distribution of the working hours takes place within the frameworks of the basic units. For example, in periods with an increased need for teaching, the tasks may be distributed unevenly, but they cannot be unevenly distributed over time. The system of paid research leaves in accordance with applicable criteria is not included in the normal distribution of the required duties.

Academic employees in assistant professor or associate professor (førstelektor) positions can normally use 25 per cent of their working hours to keep up to date academically. Similarly, assistant professors and associate professors (førstelektor) who get a personal promotion to associate professor (førsteamanuensis) pursuant to the regulation about hiring and promotion in teaching and research positions will also fall outside of the normal distribution.