

Charter and Code Action Plan

Area of improvement and action steps	Responsibilities	Status 2012	Deadline and desired indicators
<p><i>Research Freedom</i> (1) <u>Action step 1:</u> Strengthen representation of academic staff in the budget process by communicating economic considerations and planning in plenary meetings at the university campus</p>	<p>Finance Department/UiA</p> <p>Faculty Management and unions</p>	<p>Budget planning process too closed, No forum for direct involvement of researchers (apart from union representatives)</p>	<p>(<i>end 2014</i>) Plenary meeting at the faculties concerning the effects of next year's budget for researchers</p>
<p><i>Accountability</i> (6) <u>Action step 2:</u> strengthen and improve the administrative support for external funding activities.</p> <p><u>Action step 3:</u> designing and disseminating training in project funding and management.</p>	<p>(2) The Administrative R&D Forum</p> <p>(3)The Research Secretariat</p>	<p>There is a huge difference between the administrative supports for researchers at each faculty. The training activities are limited both for researchers and research administration. The challenge has been given focus in the new strategic plan for the university.</p>	<p>(<i>mid-2014</i>) Streamlining and professionalization of the administrative support.</p> <p>Increase external funding to the university (<i>ongoing</i>)</p> <p>(<i>end 2013</i>) Start a training program for administration and researchers.</p>
<p><i>Good practice in research</i> (7) <u>Action step 4:</u> survey of how sensitive data is handled at UiA by staff and PhD candidates and implementation of necessary measures</p>	<p>The IT department</p>	<p>Insufficient knowledge of how sensitive data is handled at UiA</p>	<p>(<i>mid-2014</i>) Results of survey known.</p> <p>(<i>2015</i>) Necessary corrective regulations and actions implemented</p>
<p><i>Disseminate and exploit results</i> (8) <u>Action step 5:</u> establish Technology Transfer Office (TTO) at the university <u>Action Step 6:</u> training of (academic) staff in IPR, commercialization, innovation and related issues.</p>	<p>(6)The Innovation Management group (TTO)</p>	<p>The TTO office is established as a pilot project at the university. IMA will be responsible for assisting researchers to develop results into innovation and bringing innovations closer to the market.</p>	<p>(<i>mid-2014</i>) The TTO office is an integrated part of the university's R&D system. (<i>2014</i>) A significant number of ideas have moved closer to the market. (<i>end 2014</i>)</p>

			Training of academic staff is up and running.
<i>Non-discrimination (14)</i> <u>Action step 7</u> : implement the University Action Plan for Gender Equality and Integration	The <i>Action Plan for Gender Equality and Integration</i> includes a specific focus on the recruitment phase and the HR department will be responsible for this action and report to the Equality and Integration Committee at UiA.	Action plan for gender equality and integration developed, but not implemented	(<i>early 2014</i>) Plan implemented, i.e. known to and used as a tool by the whole organization.
<i>Post-doctoral positions (21)</i> <u>Action Step 8</u> : Create and implement guidelines for post-doctoral positions at UiA.	HR department	No guidelines for recruitment to post-doctoral positions at UiA	(<i>early 2014</i>) Guidelines for post-doctoral positions developed and implemented
<i>Gender Balance (27)</i> <u>Action step 9</u> : implement the UiA Action Plan for Equality and Integration which has a special focus on gender equality.	The HR department is responsible and will report to the Equality and Integration Committee . Gender equality is closely linked to the recruitment issues.	Same as action p.7	Same as action p.7
<i>Career Development (28)</i> <u>Action Step 10</u> : General: Improve today's career development services at UiA from a traditional focus on MSc and BSc students to include PhDs and Post-doctoral positions. Specific measures: <ul style="list-style-type: none"> • A survey of the need for additional service functions • Implementing new service functions and training opportunities in marketing, entrepreneurship and external 	Survey will be carried out by the Research Secretariat . Implementation of new service functions and training opportunities: Career Development Office .	The support for career development is limited to students at the university. Insufficient training offers to PhDs.	(<i>2015</i>) The research career development support has been integrated in the Career Development Office. (<i>mid-2014</i>) A training program for PhDs and young researchers has been designed.

funding			
<p><i>Intellectual Property Rights</i> (31) <u>Action Step 11:</u> A new and improved institutional policy for IPR will be submitted in 2012.</p>	<p>The implementation of the new IPR policy is closely related to the IMA (TTO) and HR issues. The HR department will be responsible for implementation.</p>	<p>The newly submitted IPR policy is under implementation.</p>	<p>(early 2014) The IPR policy will undergo an evaluation and be updated if necessary.</p>
<p><i>Participation in decision-making bodies</i> (35) <u>Action step 12:</u> Improve participation by developing new and improved tools for information and communication (web-based).</p>	<p>The new intranet at the university is an important channel for information within the organization. Needs to be developed further by the project Board.</p>	<p>Intranet mainly a tool for administrative staff. Faculties/researchers not very involved.</p>	<p>Intranet functions as an active communication tool by and for researchers (<i>ongoing</i>)</p>
<p><i>Completion of PhD degrees</i> (36) <u>Action step 13:</u> <u>General:</u> Improve completion percentage of PhDs within the designated scholarship period.</p> <p><u>Specific measures:</u> a) optimize recruitment procedures</p> <p>b) provide relevant, clear and coordinated library resources.</p> <p>c) develop language services and language training</p> <p>d) develop existing training offers for supervisors.</p> <p>e) increase focus on deadline.</p>	<p>Survey to be conducted by the Research Secretariat on the role of the supervisor and other support functions for PhD candidates. The PhD candidate organization will be included in the process.</p> <p>The new training course for supervisors will be arranged in cooperation with the HR Department and the Research Secretariat.</p> <p>Research support will be developed by the University Library</p>	<p>Completion percentage for PhD candidates too low. Uncertainty about relevant measures.</p>	<p>(2014) Results of survey known. New training offers for supervisors in place.</p> <p>(2014) Library strategy for research support implemented.</p> <p>(2016) A higher percentage of candidates completes within 3-year period.</p>

<p><i>Professional Development</i> (38-39) <u>Action Step 14:</u> Upgrade teachers' and researchers' ICT competency and use of ICT tools.</p>	<p>The Management department is responsible for the intranet. The IT department is implementing new ICT-tool forth-running.</p>	<p>It is clearly stated in the strategy for the university that we wish to use the newest ICT solutions to improve the R&D, education and administrative services. The Digital University project was launched in 2012.</p>	<p>(2014/15) Evaluation of The Digital University.</p>
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