

July 2015

# ACTION PLAN UCPH UNIVERSITY OF COPENHAGEN



HR EXCELLENCE IN RESEARCH

## HR-Strategy for researchers 2015-2017

### Objective no. 1: Career advice, transparency, and tenure track at UCPH

<b>21. Postdoctoral appointments (Code).</b> Clear rules and explicit guidelines for the recruitment and appointment of postdoctoral researchers, including the maximum duration and the objectives of such appointments, should be established by the institutions appointing postdoctoral researchers. Such guidelines should take	<b>Goals (With reference to HR Strategy of UCPH):</b> <ol style="list-style-type: none"><li>1. Better access to <b>career advice</b> for all researchers, especially in the beginning of their career, regardless their future employment or career.</li><li>2. <b>Transparency</b> on possible career path, including an up-date and improvement of the Job Portal/Employer Branding and information to possible researchers.</li></ol>	<b>Responsibility:</b> <b>Project Manager: HR Consultant Iben Rørbye, Project Management and HR-directors Office</b> <b>Working Group members: Prodean for External Relations Julie Sommerlund</b>
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<p>into account time spent in prior postdoctoral appointments at other institutions and take into consideration that the postdoctoral status should be transitional, with the primary purpose of providing additional professional development opportunities for a research career in the context of long-term career prospects.</p> <p><b>28. Career development.</b> Employers and/or funders of researchers should draw up, preferably within the framework of their human resources management, a specific career development strategy for researchers at all stages of their career, regardless of their contractual situation, including for researchers on fixed-term contracts. It should include the availability of mentors involved in providing support and guidance for the personal and professional development of researchers, thus motivating them and contributing to reducing any insecurity in their professional future. All researchers should be made familiar with such provisions and arrangements.</p> <p><b>29. Value of mobility.</b> Employers and/or funders must recognize the value of geographical, intersectorial, inter- and trans-disciplinary and virtual mobility as</p>	<p>3. Implementation of special career tracks “<b>tenure track</b>” at UCPH.</p> <p><b>Milestones:</b></p> <p><b>Career advice for researchers at UCPH</b></p> <p><b>2015</b></p> <ul style="list-style-type: none"> <li>• August: Analysis and focus-group interviews, work-shops and analysis of statistic data from “Statistics Denmark”. Special focus on “postdocs.”</li> <li>• Ultimo August: Participating in “Relflex” project (EURAXESS).</li> <li>• Second semester: Collection of information on career path when leaving and when staying at the University of Copenhagen after the position as postdocs. This is tightly coordinated with another project focusing at PhD.</li> <li>• Second semester: New concept for performance and development reviews PDRs, developed in collaboration with the General Collaboration Committee with a special focus on career.</li> </ul> <p><b>2016</b></p> <ul style="list-style-type: none"> <li>• First semester: Establishment of a permanent “exit” survey amongst postdocs leaving the UCPH.</li> <li>• First semester: Development of mentor schemes for postdocs with a focus on career paths outside the UCPH.</li> <li>• Second semester: Establishment of “match-making” meetings with the business community.</li> <li>• Second semester: Repetition of data analysis and monitoring of the development.</li> <li>• Second semester: Possible implementation of new initiatives to further support of career advice and development at UCPH.</li> </ul>	<p><b>Head of HR, the faculty of Science</b>  <b>Marianne Nielsen</b>  <b>Post. Doc. Johan Andersen-Ranberg,</b>  <b>Department of Plant and Environmental Sciences, Science</b></p> <p><b>Associate Professor, Lone Brøndsted</b>  <b>Department of Veterinary Disease Biology</b></p> <p><b>Thomas Harboe, Head of Teaching and Learning Unit of Social Sciences.</b></p> <p><b>Associate Professor, Theis Lange, Head of Unit, Department of Public Health</b></p> <p><b>Anne-Mette Schaffalitzky, Special Advisor, Division of Research and Innovation</b></p> <p><b>Thomas Vils Pedersen, Shop Steward for researchers, Faculty of Science</b></p> <p><b>Jørgen Staun, Shop Steward for researchers, Faculty of Humanities.</b></p> <p><b>Corporate Collaboration Committee has been and will continue to be involved during the project duration.</b></p> <p><b>In relation to the project “Special Career Track”:</b></p> <p><b>UCPH</b>  <b>Professor Ben Rosamond, Department of Political Science, FACULTY of SOCIAL SCIENCE,</b></p>
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<p>well as mobility between the public and private sector as an important means of enhancing scientific knowledge and professional development at any stage of a researcher’s career. Consequently, they should build such options into the specific career development strategy and fully value and acknowledge any mobility experience within their career progression/appraisal system. This also requires that the necessary administrative instruments be put in place to allow the portability of both grants and social security provisions, in accordance with national legislation.</p> <p><b>30. Access to career advice.</b> Employers and/or funders should ensure that career advice and job placement assistance, either in the institutions concerned, or through collaboration with other structures, is offered to researchers at all stages of their careers, regardless of their contractual situation.</p>	<p><b>2017</b></p> <ul style="list-style-type: none"> <li>• First semester: Coordination of the initiatives in relation to “Career advice/career path at UCPH, from master to assistant professor”. How does opportunities and advise fit together?</li> <li>• First semester: Analysis of roles and responsibility in relation to career advice for younger researchers.</li> <li>• First semester: “Relflex” project: tools for competence and career clarification</li> <li>• Second semester: Establishment of a permanent mentor programme with external mentors from the business community.</li> <li>• Second semester: Reporting of the annual management information in relation to career paths for postdocs.</li> </ul> <p><b>Special Career tracks:</b></p> <p><b>2015</b></p> <ul style="list-style-type: none"> <li>• Second semester: The continuation of the implementation of a Tenure Track model at UCPH to attract international mobile researchers during:</li> <li>• Two annual meetings (spring and autumn) at the Tenure Track Committee on which the Committee shall <ul style="list-style-type: none"> <li>○ provide advice on the strategy for advertising new positions in cross-organisational areas</li> <li>○ provide advice on the strategy for tenure-track assessments as well as ongoing career development efforts for tenure-track staff (performance and development reviews, mentor scheme, etc.)</li> </ul> </li> <li>• Second semester: Statistics of how many candidates that are “called” for full professorships at UCPH and the impact on the balance of gender and attraction of international candidates.</li> </ul> <p><b>2016</b></p>	<p><b>Professor Frans Gregersen, Department of Scandinavian Studies and Linguistics, FACULTY of HUMANITIES,</b>  <b>Professor Niels-Henrik von Holstein-Rathlou, Department of Biomedical Sciences, FACULTY of HEALTH,</b>  <b>Professor John Mundy, Department of Biology, FACULTY of SCIENCE,</b>  <b>Professor Amanda Hammar, FACULTY of THEOLOGY:</b>  <b>Professor, Mette Hartlev, FACULTY of LAW,</b>  <b>Professor Anne Grappin-Botton, The Danish Stam Cell Center, FACULTY of HEALTH,</b>  <b>Vice Dean Professor Jes Madsen, Aarhus FACULTY OF SCIENCE AND TECHNOLOGY.</b></p>
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	<ul style="list-style-type: none"> <li>• First semester: Development of “best practice” scheme of tenure track at UCPH. Information on each recruitment about number of applicants, nationality, gender and where and how the position was advertised/ published.</li> <li>• Second semester: Development of a model in order to harmonize qualification levels for granting tenure across the University of Copenhagen.</li> <li>• Second semester: Contributing to further development of guidelines and policies for tenure-track recruitment.</li> <li>• Second semester: Conducting surveys on the “on-boarding” of the tenure track assistant professors, best-practice – analysis through focus group interviews.</li> </ul> <p><b>2017</b></p> <ul style="list-style-type: none"> <li>• First semester: Statistics on how long the tenure track candidates stay at UCPH and statistics on their promotion</li> <li>• First semester: Conducting a survey: If tenure track candidates leave – both as assistant professors and after promotion – why and where do they go?</li> <li>• Second semester: Safeguarding knowledge sharing concerning the recruitment and development of researchers across the University of Copenhagen – coordinated with the work in relation to gender and open recruitment.</li> </ul>	
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**Objective no. 2: Non-discrimination and gender equality**

<p><b>10. Non discrimination</b></p> <p>Employers and/or funders of researchers will not discriminate against researchers in any way on the basis of gender, age, ethnic, national or social</p>	<p><b>Goals (With reference to Action Plan “Career, Gender and Quality – equal opportunities in research and management”):</b></p> <ul style="list-style-type: none"> <li>• Gender balance in the most senior management posts – increase of 5 %-points during 2015-2017 (40 positions).</li> </ul>	<p><b>Responsibility</b></p> <p><b>Project Manager: Ingrid Skovsmose Jensen, Head of Section, Corporation and Working Environment at UCPH.</b></p>
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<p>origin, religion or belief, sexual orientation, language, disability, political opinion, social or economic condition.</p> <p><b>27. Gender balance</b></p> <p>Employers and/or funders should aim for a representative gender balance at all levels of staff, including at supervisory and managerial level. This should be achieved on the basis of an equal opportunity policy at recruitment and at the subsequent career stages without, however, taking precedence over quality and competence criteria. To ensure equal treatment, selection and evaluation committees should have an adequate gender balance.</p>	<ul style="list-style-type: none"> <li>All talents regardless gender should have the opportunity to become associate professors and professors at UCPH</li> </ul> <p><b>Milestones:</b></p> <p><b>2015</b></p> <ul style="list-style-type: none"> <li>Second semester: Introduction of new rules in relation to recruitment; Requirement to use search committees for all management posts and permanent assistant, associate and full professors.</li> <li>March - August: Introduction of new requirement for there to be at least one applicant of either gender before posts can be filled in the faculty</li> <li>August: Presentation of an overview of all Faculty Action Plans to the Top Management meeting</li> <li>Second semester: Equal gender balance on assessment and appointment Committees</li> <li>Second semester: Action at the end of maternity leave and parental leave for both men and women</li> <li>Second semester: Career pathways for pre-managerial courses and mentor programs</li> <li>August: Development of individual Gender Balance Action Plans at each faculty with additional goals and tolls, related to the overall “Action Plan Career, Gender and Quality”</li> <li>August: Dissemination of the rules at all internal webs</li> <li>Second semester: Clarification of how to understand the new rules at management meetings at each faculty</li> <li>November: The second of two annual meetings at the board of faculty coordinators, and administrative managers to coordinate and share information and knowledge on how to implement the Action Plan</li> <li>September: Mapping of existing mentoring schemes at UCPH</li> </ul>	<p><b>Co-project Manager: Senior HR Consultant Elisabeth Rasmussen, Project Management and HR-directors Office.</b></p> <p><b>Faculty Coordinators:</b>  <b>HR Consultant, Karen Vestergaard Petersen, Faculty of Science</b>  <b>HR Consultant, Julia Pedersen, Faculty of Law</b>  <b>HR Consultant Corinn Sandhoff Pedersen, Faculty of Social Science</b>  <b>Head of HR, Hanne Møller, Faculty of Humanities</b>  <b>Head of Secretariat, Torben Rytter Kristensen, Faculty of Theology</b>  <b>Consultant Marie-Louise Munch, Faculty of Health, Research and Innovation</b>  <b>Recruitment Officer, Louise Amlani Rasmussen, Faculty of Health, Research and Innovation</b></p> <p><b>These coordinators from each Faculty refer to the Deans, who are responsible for the Faculty Action Plan.</b>  <b>The Faculty Action Plans is send to the Rector before July the 1th.</b>  <b>The Faculty Action Plans are discussed at each Faculty Collaboration Committee, with representatives from the management, the researchers and the administrative staff.</b></p> <p><b>This project has a special reference group consisting of the former Task Force (new chairperson)</b>  <b>Vice-Dean Grete Bertelsen, Faculty of Science, chairperson.</b></p>
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	<ul style="list-style-type: none"> <li>September: Preparation of Open Meeting on “Gender perspective in Research” in corporation with the department “Research and Innovation”.</li> </ul> <p><b>2016</b></p> <ul style="list-style-type: none"> <li>February and March: Each of the 6 deans report to the rector about the goals and plans of each faculty during February and March.</li> <li>February and March: Faculties are to discuss their reports at these meetings with the Rector.</li> <li>February: Faculties are to publish their reports annually in February each year.</li> <li>First semester: Follow-up on and implementation of the new rules of recruitment to use search committees, and for there to be at least one applicant of either gender before posts can be filled.</li> <li>First semester: Continuity training and more awareness of gender perspectives in research in line with HORIZON 2020 requirements.</li> <li>First semester: Follow-up on the Action Plan to concrete development steps at each Faculty (Goals, methods of measurement)</li> </ul> <p><b>2017</b></p> <ul style="list-style-type: none"> <li>February – March: Each of the 6 deans report to the Rector about the goals and plans of each faculty.</li> <li>February – March: Faculties are to discuss their reports at these meetings with the Rector.</li> <li>February: Faculties are to publish their reports annually in February each year.</li> <li>April: Presentation and discussion at the top management of status and statistics on gender balance at each level (from assistant professor to full professor).</li> </ul>	<p><b>Vice-Dean Sven Frøkjær, Faculty of Health, Professor Bente Rosenbeck, Faculty of Humanities, Associate Professor Hanne Foss Hansen, Faculty of Social Sciences, Associate Professor Anja C. Andersen, Faculty of Science, Vice Director Lisbeth Møller, HR&amp;Organisation, Head of Department Robert Feidenhans’l, Faculty of Science, And appointed by the Corporate Collaboration Committee Associate Professor Lotte Lauritzen, Faculty of Science.</b></p>
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	<ul style="list-style-type: none"> <li>• First semester: Any adjustment of the Action Plan in order to reach the 2017-goals.</li> </ul> <p><b>Milestones in relation to the goal: “Increasing the awareness of the non-discrimination rules at UCPH”:</b></p> <p><b>2015</b></p> <ul style="list-style-type: none"> <li>• December: Gathering information on the general awareness of the non-discrimination rules and policies</li> <li>• December: Compiling additional information on the internal network, and to work on awareness of the principles.</li> </ul> <p><b>2016</b></p> <p>March - June: Development and execution of internal workshops and courses in the legal obligations in relation to rules of non-discrimination principles.</p> <p><b>2017</b></p> <ul style="list-style-type: none"> <li>• First semester, and repeated in second semester: Execution of internal courses in the understanding of non-discrimination law and policies at internal workshops and courses in the legal obligations in relation to rules of non-discrimination principles.</li> </ul>	
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**Objective no. 3: Project about creating a further organizational awareness of the ethical aspects of freedom of research.**

<p><b>1. Research freedom</b></p> <p>Researchers should focus their research for the good of mankind and for expanding the frontiers of scientific knowledge, while enjoying the freedom of thought and expression, and the freedom to identify methods by which problems are solved,</p>	<p><b>Goals:</b></p> <p>Clarifying of the limitations of the freedom of research</p> <p><b>Milestones</b></p> <p><b>2015</b></p>	<p><b>Responsibility and involvement</b></p> <p><b>Senior HR Consultant Elisabeth Rasmussen, HR-directors Office and Project Management.</b></p> <p><b>Head of Section, Ingrid Skovsmose Jensen, Corporation and Working Environment at UCPH.</b></p>
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<p>according to recognized ethical principles and practices. Researchers should, however, recognize the limitations to this freedom that could arise as a result of particular research circumstances (including supervision/guidance/management) or operational constraints, e.g. for budgetary or infrastructural reasons or, especially in the industrial sector, for reasons of intellectual property protection. Such limitations should not, however, contravene recognized ethical principles and practices, to which researchers have to adhere.</p>	<ul style="list-style-type: none"> <li>• A working group consisting of members from The Committee on Personal Policy (PPU), the Rectories and HR&amp; Organization discusses the “State of the art” in relation to <b>academic freedom</b> at UCPH. The working group may like to take the theme of the practical management of academic freedom and assess whether it gives rise to action.</li> <li>• July: Translation into English.</li> <li>• August: Dissemination and implementation of Policy Paper “Academic Freedom”</li> </ul>	<p><b><u>Personnel Policy Committee</u> consists of the following members</b>  <b>Dean Kirsten Busch Nielsen (chairperson), Faculty of Theology,</b>  <b>University director Jørgen Honoré,</b>  <b>Prodean Sven Frøkjær, Faculty of Health,</b>  <b>Dean Troels Østergaard Sørensen, Faculty of Social Sciences,</b>  <b>Head of HR Marianne Nielsen, Faculty of Science,</b>  <b>Vice Director Lisbeth Møller, HR&amp;O.</b>  <b>Joan Lykkeaa, Union of Commercial and Clerical Employees in Denmark,</b>  <b>The Association of Laboratory Technicians (deputy chairperson),</b>  <b>Signe Møller Johansen, Danish Association of Masters and PhDs/Administrative staff,</b>  <b>Ingrid Kryhlmand, Union of Commercial and Clerical Employees,</b>  <b>Leif Søndergaard, Danish Association of Masters and PhDs/Researchers,</b>  <b>Ole Bested, Danish Metalworkers Union,</b>  <b>Jørgen Staun, Danish Association of Masters and PhDs/Researchers,</b>  <b>Jette Fugl, The Danish Union of Librarians,</b>  <b>Tina Wandall, The Danish Association of Biomedical Laboratory Scientists.</b>  <b>Leif Søndergaard, corporate shop steward for researchers at UCPH.</b></p>
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