

•UiODoc



UIODOC ANNUAL REPORT 2017

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1 EXECUTIVE SUMMARY

UiODoc, Interesseorganisasjonen for ph-d-kandidater, postdoktorer og andre midlertidig vitenskapelige ansatte ved UiO (www.uiodoc.no), is an organization working for the common academic, professional and social interests of PhD candidates (PhDs), postdoctoral researchers (Postdocs), and other academic staff employed on a temporary basis at the University of Oslo (UiO).

UiODoc's main aims are:

- To serve as a link between the University Administration and UiO's temporary academic staff
- To develop a common forum for UiO's temporary academic staff
- To foster the scientific and academic development of temporary academic staff

UiODoc collaborates closely with the PhD organization at the national level, Stipendiatorganisasjonen i Norge (SiN), and local PhD organizations at UiO faculties and institutes. UiODoc was founded in 2003 and supported financially by UiO with 250 000 NOK annually. This Annual Report serves to document and to inform the represented group and the UiO leadership about the activities undertaken by UiODoc in 2017.

In 2017, UiODoc confirmed its important role as official organization representing PhD candidates, postdoctoral researchers and other scientific staff with a temporary employment in relation to the University of Oslo (UiO) management. UiODoc can list a number of achievements with regard to its aims, in particular:

- a) UiODoc had regular meetings with the University Management Team (Rektoratet) and other UiO strategic groups
- b) UiODoc has been recognized and consulted regarding various aspects of the temporary academic employees' cause
- c) UiODoc is a stable and known organization at UiO with high visibility and involvement in UiO matters that concern temporary academic employees.

UiODoc organised nine events for temporary academic staff in 2017. The board consisted of 10 active members by the end of 2017.

2 UIODOC BOARD STRUCTURE (at 31/12/2017)

At the annual general meeting (AGM) in May 2017, eight new and three re-elected board members were elected. Désirée Treichler took over as ad-interim president for Sofie A. Høgestøl (elected president, on leave) in autumn 2017. In the table below, board members with double roles are listed for each role.

<i>Board Position</i>	<i>Name</i>	<i>Affiliation</i>
President	Désirée Treichler	Postdoctoral fellow at the Department of Geosciences, Faculty of Mathematics and Natural Sciences.
Secretary	Diana Saplacan	PhD Candidate at the Faculty of Mathematics and Natural Sciences, Department of Informatics, in the Research Group for Design of Information Systems.
Treasurer	Marion Duparc	PhD at the Centre for Materials Science and Nanotechnology (SMN), Institute of Chemistry.
SiN liaison officer	Henrik Sveinsson	PhD Candidate at the Department of Physics, Faculty of Mathematics and Natural Sciences.
	Tatjana Bosnjak	PhD Candidate at the Department of Pharmaceutical Biosciences, Faculty of Mathematics and Natural Sciences
Policy officers	Georgios Kalantzopoulos	Postdoctoral fellow at the Centre for Materials Science and Nanotechnology Chemistry, Faculty of Mathematics and Natural Sciences
	Henrik Sveinsson	
UiO Representatives Officers	Enrico Catalano	Postdoctoral fellow at Department of Clinical Molecular Biology (Epigen lab)
	Désirée Treichler	
Events Officer	Clara Froment	Postdoctoral fellow, Institute of Theoretical Astrophysics
	Arsenii Zbirnyk	Postdoctoral fellow at Institute of Basic Medical Sciences, Faculty of Medicine
Public Relations Officers	Daniel Arnesson	PhD Candidate at the Department of Petroleum and Energy Law, Faculty of Law
	Georgios Kalantzopoulos	
On leave	Sofie A. E. Høgestøl	PhD Candidate at the Norwegian Centre for Human Rights, Faculty of Law.

3. ACTIVITIES IN 2017

3.1 Participation in UiO Strategic Activities

3.1.1 Research Dean meetings (Forum for Forskningsdekaner)

The Forum for Research Deans is an advisory body for the University with a focus on research and strategy. The forum meets approximately every third week, and all faculties and the University leadership are represented. A member of UiODoc board represents the perspective of temporary employees in the forum. The UiODoc board leader, or a representative of the board, participated in almost all meetings in 2017. Meeting agendas and minutes are available from the forum's website.

3.1.2 Regular meetings with UiO leadership team (Rektoratet)

UiODoc meets once a semester with the UiO leadership.

In spring 2017, the board met both rector teams running for the election (summer 2017) and discussed challenges and their strategies to improve the situation of temporary employees.

The second meeting took place on 4th September 2017, 10.00-11.00. Present at the meeting were: the University vice-rector Åse Gornitzka, and on behalf of UiOdoc Sofie Høgestøl (president), Henrik Sveinsson (SiN liaison officer), Enrico Catalano (representatives officer) and Marion Duparc (treasurer). At the meeting, the following topics were discussed:

- Forum for forskningsdekaner (informal committee of deans and rectors of the two affiliated museums): Work on research policies (concrete cases) and distribution of assignments to favor a better communication and a common approach.
- Plan for internationalization: UiO will be more involved in East Asia. A concrete action plan is implemented.
- Cooperation with UiODoc: Exchange programs could be promoted by UiODoc. UiODoc's members underlined problems faced by post docs and researchers to access the available exchange programs. UiODoc members were given information about the UiO partner universities abroad. Moreover, the creation of a webpage dedicated to mobility was discussed. The vice-rector also informed the UiODoc

members that the Guild^{1,2} concept will be followed up by the new rectorate. Finally, the situation of foreign postdocs will be examined in cooperation with UiODoc.

During the Autumn 2017, another meeting with the University of Oslo's rectorate took place on 14th November 2017, 12.00-13.00. Present at the meeting were: the University rector Svein Stølen, vice-dean Åse Gornitzka, associate university director Tove Kristin Karlsen, administrative central department director Hanna Ekeli, central department director for human resources Personaldirektør Irene Sandlie, and the consultant for central human resources department Gina Berg (also a referent during the meeting). On behalf of UiODoc, Daniel Arnesson (PR officer), Arsenii Zabirink (event officer) and Diana Saplacan (secretary) participated in the meeting. At the meeting, the following topics were discussed:

- Support for temporary employees in terms of easy access to information and support at arrival for international employees. The university leadership mentioned during the meeting that a new project on International Staff Mobility Office (ISMO)³ is currently being developed. The service is intended to support the international temporary employees before the arrival, during their stay in Norway, and before leaving the country. UiODoc and the leadership board agreed on continuing the collaboration on further developing these services.
- The issue of "unfairness" amongst faculties and departments, and temporary employees was brought up, concerning: the teaching duties, mid-term evaluation (for PhD's), and the amount of supervision received. UiODoc proposed to set up a minimum set of requirements that should be followed by the faculties/departments at UiO, while still leaving room for some flexibility at the department level.

In terms of career paths for temporary employees, following topics were addressed:

- UiO should provide information on possible career paths prior the enrolment to a PhD/Post-doc programme
- For the current temporary employees, their employability should be increased through: structure, guidelines and directives from the university board. One specific issue addressed was the transfer of "good practice" amongst faculties at UiO, such as

¹ Guild, <http://www.uio.no/om/aktuelt/rektors-blogg/2016/guild-of-research-intensive-universities-lanseres-.html>, last accessed 17.04.2018.

² Guild of Research Intensive Universities, <http://www.uio.no/om/aktuelt/rektorbloggen/2017/moonshot-missions.html>, last accessed 17.04.2018

³ International Staff Mobility Office, <http://www.uio.no/english/about/jobs/ismo/>, last accessed 06.02.2018.

the Post-Doc programme at the Medical Faculty⁴, and the six months post-PhD scholarship for dissertations completed in time, at the Faculty of Law, UiO.

- Insecurity among the temporary employees (and their next leaders) regarding changing employment regulations. UiODoc suggested that information regarding changing in employment regulations is dispatched homogenously throughout all the departments.
- Facilitation of the meeting points between UiO temporary employees and companies, through Career Days (Norwegian: Karrieredager).

3.2 Activities targeting representatives in UiO boards

Each department/faculty board and the central board at UiO has a representative for temporary employees (and two deputy representatives). They are elected for only one year at a time. UiODoc aims to be in touch with the representatives and facilitate their board work where it is possible, especially because all temporary representatives are only elected for the short period of only one year at a time. Contact details of board representatives are not available centrally, and addressing all representatives therefore continued to be challenging in 2017 as it requires manual gathering of contact details from each board's webpage. In March 2017, UiODoc invited all representatives (including deputy) to a dinner workshop with the aim to better connect all representatives and find common challenges / issues that should be addressed by UiO (see more in section 4.1.3 UiODoc Workshop: Dinner with representatives (March 2017) , and in Appendix 3).

In order to overcome difficulties reaching PhD and Postdocs affiliated with separate institutions within faculties, UiODoc has established contact and successful collaboration with representatives from NCMM (Norsk senter for molekylærmedisin) and the organization of PhDs at medical faculty – MedDoc). The collaboration will help distribute information to the members within and facilitate coordination in common or separate events preparation. This work will be continued.

3.2.1 Collaboration with the UiO Board Representative

The UiO board representative position comes with a facultative assistant position also in the UiODoc board. It is meant as an information channel and support that goes both ways between UiODoc and UiO board. The current UiODoc board has established cooperation between UiODoc and the representative of the UiO (Ingrid Lossius Falkum).

⁴ Post-doc programme at the Faculty of Medicine, <https://www.med.uio.no/english/research/postdoctoral-programme/>, last accessed 06.02.2018

3.3 POLICY ACTIVITIES ON NATIONAL LEVEL

3.3.1 National Level Collaboration: SiN

Together with SiN, UiODoc co-organised the 2017 **EURODOC** annual meeting and conference (see more in subsection 4.1.4).

Joined activities of SiN and UiODoc in the autumn of 2017 led to a formation of a sister organization at the University of Bergen (UiB), the **UiBDoc**. UiODoc SiN liaison officer, Tatjana Bosnjak, worked together with a team from SiN with locating interested candidates and then helping them establish their own organization.

The information meeting was held on 9th October 2017 at UiB with around 25 participants including several PhD representatives from different faculties and Espen Dahle, who is one of the Advisors from the UiB Division of Research Management.

On 15th December 2017, representatives from the SiN board, including the UiODoc SiN liaison officer, had a meeting with the UiB rector and pro-rector where UiB showed their interest in forming such an organization. Further meetings are planned for 2018 for the establishing of UiBDoc.

3.3.2 Hearings

Besides the activities and initiatives within the UiO context, the UiODoc Board was involved in reviewing and generating comments on proposed policy documents (hearing, Norwegian: *høring*) that are relevant to the UiODoc target group. Some of these comments were requested by SiN, which is actively involved in addressing policy issues and initiatives.

- Hearing/Consultation on amendments on the university and college law pursuant to the Act on Government Employees and Regulations regarding the employment time duration for fellowships (Norwegian: Høring om endringer i universitets- og høyskoleloven som følge av lov om statens ansatte og forskriftsfesting av regler om tjenestetidsberegning for stipendiater). UiODoc has participated in this consultation through SiN⁵.

⁵ Reference number: 17/2510 from Date 15.08.2017, Detailed reply can be found at: <https://www.regjeringen.no/no/dokumenter/horing-endringer-i-universitets--og-hoyskoleloven-som-folge-av-lov-om-statens-ansatte--og-forskriftsfesting-av-regler-om-tjenestetidsberegning-for-stipendiater/id2553090/?uid=c1ab4bcf-6e6d-4c6f-8476-d5440ebc699f> [Last accessed: 18.03.2018]

- Hearing/Consultation on changes regarding the regulations of employment and promotion/career paths for teaching and research employment positions (Norwegian: Høring av endring i forskrift om ansettelse og opprykk i undervisnings- og forskerstillinger). UiODoc participated in this consultation through SiN.

The contents of these answers from SiN can be found on the government websites.

3.3.3 National Research Strategies and Collaborations

Several UiODoc board members met with the deputy of the KUF-committee (Research and Education), Iselin Nybø, at Stortinget on 31st January 2017, raising issues such as the working environment and career paths for early career researchers.

UiODoc is in contact with the Academy for Young Researchers in Norway (Akademiet for yngre forskere). Both parties expressed interest in initiating a follow-up survey on the 2016 joint survey on career paths of temporary academic employees.

On 12st /13st June, UiODoc participated in the 2-day national conference for the launch of the OECD review of Norway's research and higher education policy (*innspillkonferanse*/conference workshop towards the new long-term plan for research and higher education in Norway), organized by The Norwegian Royal Ministry of Research and Education (Norwegian: Kunnskapsdepartementet KD). The following issues were pointed out:

- Together with representatives from unions, the research council (Norwegian: forskningsrådet), akademiet for yngre forskere, and several research bodies, UiODoc emphasized that to ensure high quality research, career foreseeability is important – i.e. to create opportunities for researchers to develop other skills than only research-related skills, preparing them also for future careers outside of academia. Foreseeability might be especially important for gender balance (aiming for more women in research / top positions). Tools towards this are permanent/longer term contracts.
- The lack of “peaks of excellence” within research and higher education in Norway was also pointed out. This is mainly related to the structure of the economy (i.e. in Norway, there are many small to medium enterprises (SME), but not so many multinationals). A solution to this would be incentives in innovation, inter-ministerial agendas and decisions for building up a long-term plan. This requires

collaboration amongst the institutes at the university, but also coordination cross-ministries and cross-sectors. A long-term perspective is needed, where the university should focus on its role in society and profile, rather than university as a “title”. Focus should be on diversity in education, research and policy, educating people for lifelong learning and transferrable skills, rather than for a “first-job”. The agenda 2030 of sustainable development goals can be used as a guiding tool for this.

4. OVERVIEW OF ORGANIZED EVENTS

4.1 Events organised by UiODoc

4.1.1 UiODoc Seminar: Børge Ousland motivational seminar (March 2017)

Motivational seminar given by Børge Ousland, one of the most accomplished polar explorers of our time.

4.1.2 UiODoc Debate: Lunch debate with rector teams (March 2017)

Debate for PhD students and postdocs with the two candidate teams for the university leadership elections in April 2017.

4.1.3 UiODoc Workshop: Dinner with representatives (March 2017)

Workshop and dinner for all representatives of temporary employees at UiO boards, their deputies, and few invited guests that expressed interest to join the UiODoc board. 37 people attended, of which 28 were PhDs (compared to 4 Postdocs and 5 other temporary academic employees), and all faculties except dentistry and theology were represented. The workshop aimed at networking between the board representatives, including the UiODoc board, and brainstorming in small group around the following questions:

- What do you struggle with as a PhD fellow/temporary employee/ in your role as a board representative?
- What should UiODoc work on?

Appendix 3 summarises the very fruitful discussions. Two main points were emphasized:

- There is a lack of homogeneity between faculties/departments: teaching duties, mid-term evaluation, number of PhDs supervised per professor (and thus amount of supervision) are not the same, i.e. workload and benefits are not fairly distributed and there seem to be no requirements/rules
- There is a lack of support for temporary employees (while support exists for students and/or permanent staff): e.g. psychology/stress management support for employees, career planning support, information for international employees arriving from abroad, etc.

4.1.4 EuroDoc conference (April 2017)

The conference “Open Science – Challenges and Opportunities for Early Career Researchers” was hosted at the University of Oslo as a joint event of SiN and UiODoc. The conference was followed by the EURODOC annual meeting on day 3.

The two days of conference were dedicated to reflections on Open Science and the future of scientific practice. Speakers included persons from the UiO leadership, Norwegian government, EU, and international specialists on the topic of open science. The conference was well attended by both EURODOC members (local and international members) and PhDs/postdocs and academic staff from various Norwegian universities.

4.1.5 UiODoc Social event: Screening of the movie ‘On being a Scientist’ (October 2017)

A public screening of the fictional movie ‘On being a Scientist’ on research integrity and ethics was held during Autumn 2017, with a social gathering afterwards. This event was scheduled during the ethics course (MNSES9100) week. MNSES9100 was also a channel for promoting the event.

4.1.6 UiODoc Seminar: Pamela von Sabljar - motivational seminar (November 2017)

An inspirational lecture on the topic “Facing the Uncertainties of Research and Beyond” was arranged by UiODoc, and given by Pamela von Sabljar, an experienced international lecturer, coach and mentor.

4.1.7 Workshop for UiODoc Board Members with Pamela von Sabljar (November 2017)

The workshop aimed to strengthen the functionality and dynamics of the newly established UiODoc board, since many of the members were new to the board.

4.2 Co-organization of events and other participation of UiODoc

PhD Days – 9th of June, 2017: Among the co-organized events, UiODoc has also been a partner of PhD Days at University of Oslo, June 9th, 2017, at the Science Library, Vilhelm Bjerknes building. Several of the UiODoc board members were present.

PhD Conference: Impact on Society – Conference, 16-17 November 2017: UiODoc was among the co-organisers of the conference attracting over 200 Scandinavian PhDs, inspirational speakers & keynotes, holding relevant PhD-stories from experienced academics, facilitating challenging workshops bringing, and hosting representatives from over 30 companies ready for networking. Alongside onsite cooperation, UiODoc board members had 7 meetings at Oslo Science Park with Peter Niklasson Hagen, the product

manager from OsloTech, with whom they collaborated closely for the program creation, companies invitation etc.

4.3 Event Participation

The following distributions reflect the registered participants to some of the UiODoc events in 2017. They are organised by faculty and position of the participant. The event numbers correspond to the numbering in this section (no participant information is available for events 1 and 4).

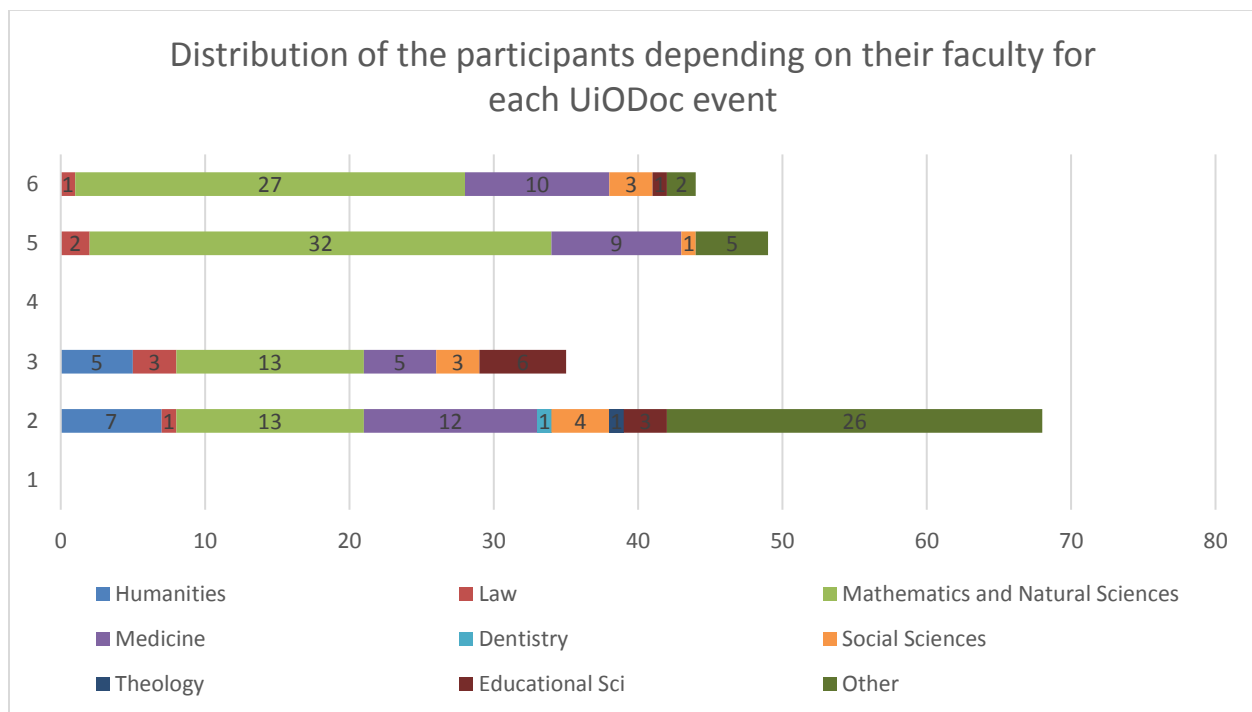


Figure 1. Distribution of the participants depending on their faculty for each UiODoc event.

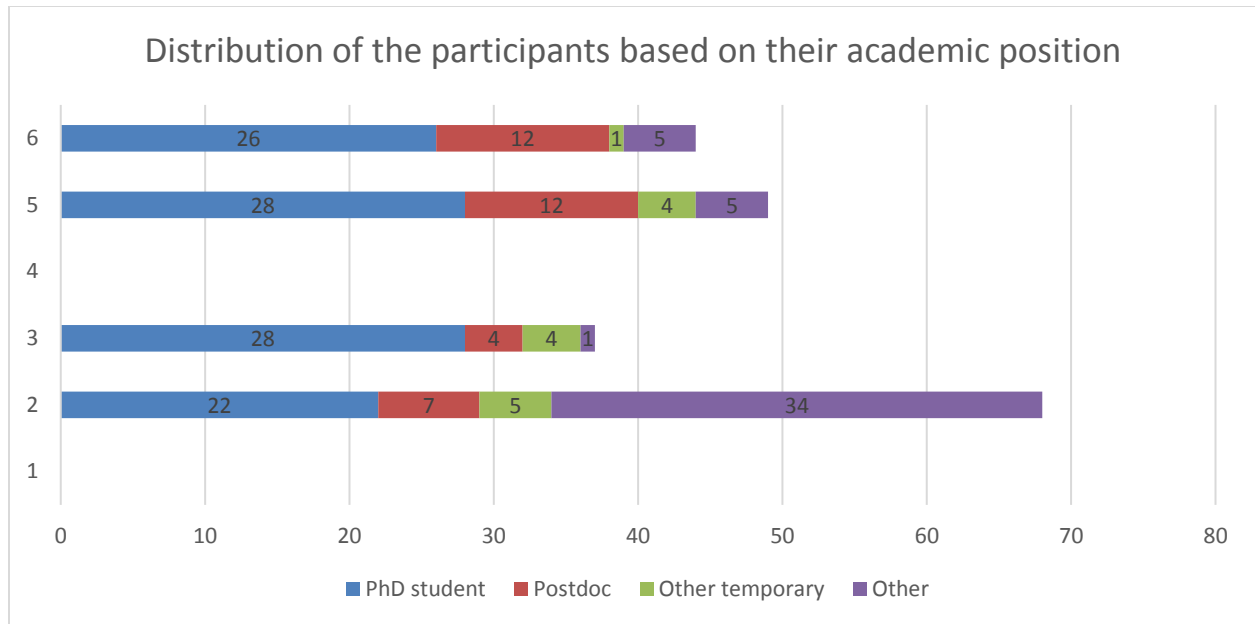


Figure 2. Distribution of the participants based on their academic position.

5 GENERAL ASSEMBLY AND BOARD MEETINGS

5.1 General Assembly (11.05.2017)

Date and time: May 11th, at 16:00

Place: Abels utsikt, Niels Henrik Abel Hus, 12th floor

Present: Sofie A.E. Høgestøl (President), Rachelle Esterhazy (SiN Liason Officer), Désirée Treichler (Representative officer), Tiago Pereira (PR and Communication Officer), Mieke Louwe (Treasurer)

Other participants: Konstantinos Antypas, Tatjana Bosnjak, Martin Helsø, Giorgia D'Aprilie Østvaer, Tohid Moradi Khanshan, Tobias Fredlund, Trenton Schulz, Anastasia Kriachko Røren, Diana Saplacan, Clara Froment, Daniel Arnesson, Arsenii Zabirnyk, Alice Frantz Schneider, Clara Sena, Amin Shahraki, Noushin Jafari, Enrico Catalano, Mejde Nematzade, Jonatan Rizzi.

Agreeing on GA agenda

The president (Sofie A. E. Høgestøl) presents the agenda:

- Registration of participants
- Election of the GM chair (Tiago Pereira)
- Election of the GM secretary (Désirée Treichler)
- Approval of the call
- Approval of the GM agenda

The above are approved as proposed.

The Annual report 2016

The president (Sofie A. E. Høgstol) presented the annual report for 2016. UiODoc focused more on policy work during 2016. Highlights were the welfare price (Norwegian: “veldferdsprisen”) that UiODoc was awarded, and the co-organisation of the EURODOC conference and annual general meeting together with SiN (Stipendiater i Norge). Highlights from EURODOC conference were presented in detail by the main organiser of EURODOC, SiN liason officer and UiODoc board member (Rachelle Esterhazy).

The budget was presented by the UiODoc treasurer (Mieke Louwe). The budget was approved by the participants. The remaining budget (36 172kr) was enough for the

organization of events during the Autumn term of 2017. The new board could decide what they want to focus on.

The AGM approves the annual report unanimously (21 votes).

Activity plans 2018

The participants were encouraged to come with ideas regarding the work and goals of UiODoc, also after the AGM. The board aimed at establishing good connections with the new rector.

A question arose whether the annual budget should not rather be from AGM to AGM (May) than per calendar year. The treasurer (Mieke Louwe) explained that with the new long-term funding agreement with UiO, UiODoc should now receive their funding on a month-per-month basis and the start/end of the board's financial year should thus not have implications on the budget.

Discussions regarding activities of the board were planned to be discussed during the next board meeting.

Elections of leader and new leadership committee

The president (Sofie A. E. Høgstøl) presented the election procedure: the president, secretary, and the SiN Liason officer are to be specifically elected; whereas other board members are elected, but roles can be decided later.

The participants were given a short presentation on the roles. The participants present themselves briefly, followed by:

- The election of the president (Sofie A. E. Høgstøl). Sofie A. E. Høgstøl was the only candidate. She is voted unanimously.
- A call for nominations for the position of Secretary is put forward. Diana Saplacan is the only candidate put forward and she is elected unanimously. Later she also expressed an interest in SiN's work.

- The following were elected: Désirée Treichler (re-elected, as a representative officer); Georgios Kalantzopoulos (re-elected, as a public relations officer); Henrik Andersen Sveinsson (re-elected); Henrik Sveinsson and Georgios Kalantzopoulos could not be present at the meeting, but the board presented them. The board also names that Henrik Sveinsson would like to join SiN; Arsenii Zibirnyk is elected as Event Officer; Clara Froment is also elected as Event Officer; Tatjana Bosnjak is elected as a board member. Tatjana expresses that she would like to take on the SiN Liason Officer role. Daniel Arnesson, Enrico Catalano join the board as well. Specific roles were to be decided/confirmed later at the meeting in June 2017.

Miscellaneous

The secretary (Diana Saplacan) asked about how the handover of the positions are made. The president (Sofie A.E. Høgstol) suggested that old board and the new board meet in June 2017 for an official handover. The president sent out a Doodle afterwards in order to decide a date for June. No other points were put forth. The meeting was closed.

Transition board meeting, June 2017

According to the meeting in June 2017, the following roles were decided:

- Henrik Sveinsson as SiN Liason officer together with Tatjana Bosnjak;
- Henrik Sveinsson as policy officer together Georgios Kalantzopoulos. Policy officer was introduced as a new role to the board.
- Daniel Arnesson together with Georgios Kalantzopoulos as PR officers;
- Enrico Catalano as a representative officer
- Marion Duparc as treasurer

5.2 Eleven (11) regular board meetings

The board has met regularly during the year. These meetings were mainly devoted to:

- Coordinating UiODoc involvement in meetings, forums, programs, events etc.
- Collecting and sharing information about matters relevant for UiODoc
- Discussing questions or requests brought forward to the board that concern the UiO temporary academic employees' cause
- Organizing the UiODoc events;
- Preparing meetings with the UiO leadership team and other meetings/workshops/activities board members participated in;

- Preparing replies and comments to various official documents
- Discussing the input on organization of courses for the temporary board members
- Organization of UiODoc official documents (archived in Dropbox folder) and work-in-progress documents (in Google Drive folder)
- Revision of the board structure and workflows to ensure a well-functioning board

Board meeting dates: 04.01, 13.02, 14.03, 11.04, 11.05, 16.06, 22.08, 20.09, 19.10, 17.11, 14.12. Besides these board meetings, board members had physical or virtual meetings in smaller groups for preparation of documents, meetings, or events. The main communication channel was email.

The following meeting dates were planned for 2018: 15.01, 13.02, 12.03, 19.04, 14.05 (AGM), 15.06 (transition board meeting). The following meetings until the end of 2018 are to be planned by the new board members, after the Annual General Assembly (AGM) in May 2018.

6 BUDGET 2017

Note: The financial information was provided by the UiO Financial Administration, which also manages these funds.

6.1 Incomes

Supplier	Description	Period	Amount (NOK)	Sum (NOK)
UIO				
Hovedboksbilag	Fra tiltak 11 til konkrete satsinger/øremærkinger	1	36 172	36 172
	Hovedtildeling feb 2017 fordelt på div tiltak LOS 36	2	21 250	57 422
	Hovedtildeling jan 2017 fordelt på div tiltak LOS 36	2	21 250	78 672
	Hovedtildeling mars 2017 fordelt på div tiltak LOS 36	3	21 250	99 922
	Hovedtildeling april 2017 fordelt på div tiltak LOS 36	4	21 250	121 172
	Hovedtildeling mai 2017 fordelt på div tiltak LOS 36	5	21 250	142 422
	Hovedtildeling juli 2017 fordelt på div tiltak LOS 36	7	21 250	163 672
	Hovedtildeling jun 2017 fordelt på div tiltak LOS 36	6	10 000	173 672
	Hovedtildeling aug 2017 fordelt på div tiltak LOS 36	8	21 250	194 922
	Hovedtildeling sep 2017 fordelt på div tiltak LOS 36	9	21 250	216 172
	Hovedtildeling okt 2017 fordelt på div tiltak LOS 36	10	22 500	238 672
	Hovedtildeling nov 2017 fordelt på div tiltak LOS 36	11	23 750	262 422
	Hovedtildeling des 2017 fordelt på div tiltak LOS 36	12	23 750	286 172
Total Incomes 2017				286 172

6.2 Expenses

6.2.1 Expenses other than board fees

Supplier	Description	Period	Amount (NOK)	Sum (NOK)
Elvebredden Catering AS	Seminar 02.03.2017	3	1 285,13	1 285,13
	Rector debate	3	4 783,81	6 068,94
	Dinner with representatives	4	14 008,04	20 076,98
	Meeting SiN UiO doc	1	1 311,46	21 388,44
	General assembly	5	11 467,54	32 855,98
	Lecture 22.11.2017	11	3 164,93	36 020,91
	Workshop 23.11.2017	11	840,16	36 861,07
	41210138 (refund)	11	-220,72	36 640,35
	41210160 (refund)	11	-64,81	36 575,54
	41127892 (refund)	3	-200,10	36 375,44
	41136221 (refund)	3	-0,01	36 375,43
	<i>Total 2017 Elvebredden Catering AS</i>		<i>36 375,43</i>	
Børge Ousland AS	Seminar 02.03.2017	3	12 500,00	48 875
Cybernetisk Selskab	Movie projection	11	2 580,00	51 455
Express Mat AS	Movie projection	12	3 600,00	55 055
Drinks	Mendes Tiago Pereira Dinner with representatives	4	2 099,40	57 155
Cafe Tekehtopa AS	Board dinner	11	4 458,00	61 613
Realgagsbibliotek	Participation in PhD day 2017	9	15 000,00	76 613
Pamela Von Sabjlar	Lecture fees		20 000,00	96 613
	Travel costs		3 796,00	100 409
	<i>Total 2017 Pamela Von Sabjlar</i>		<i>23 796,00</i>	
SiN	SiN membership 2017		2 000,00	102 409
Total expenses 2017 (other than board fees)				102 409

6.2.2 Board fees

Description	Transaction code	Period	Amount (NOK)	Sum (NOK)
Board compensations spring	K:FASTREM15.06.2017	6	34 239,15	34 239,15
Correction	K:EXTRAREM30.06.2017	6	-0,01	34 239,14
Correction	K:FASTREM15.07.2017	7	0,06	34 239,20
Correction	K:EXTRAREM31.08.2017	8	-0,13	34 239,07
Board compensations autumn	K:EXTRAREM30.11.2017	11	26 742,74	60 981,81
Board compensations autumn	K:FASTREM12.12.2017	12	2 971,16	63 952,97
Avgifter			36 046,03	100 000
Total Board fees 2017				100 000

6.2.3 Budget overview 2017

Description	Amount (NOK)	Balance (NOK)
Incomes	286 172,00	286 172,00
Board fees	-100 000,00	186 172,00
Expenses	-102 409,00	83 763,00
Balance		83 763,00

7 PLANS FOR 2018

7.1 Spring semester 2018

7.1.1 Planned events (tentative)

- Research Bazaar, together with Carpentry@UiO and the Science Library, February 2018
- Life science conference, February 2018
- Dinner with representatives, March 2018
- AGM, May 2018
- Debate co-organized with the Faculty of Social Sciences, April 2018
- Startup of breakfast series at the MN Faculty, organized in cooperation with the faculty, April 2018
- Workshop on the three years employment rule for temporary employees in order to get a permanent position, June 2018
- Academic skills seminar (ATTR), June 2018
- Workshop for post-docs, June 2018
- PhD Days, June 2018
- Transition board meeting/workshop, June 2018

7.1.2 Meetings

- Meeting with the University leadership, 8th of March 2018
- Meeting with the International House working group at UiO, 19th of March 2018
- Board meetings: 12.03, 19.04, 14.05 (AGM), 15.06 (transition board meeting/workshop)

7.2 Autumn semester 2018 (tentative)

7.2.1 Events

- Educational movie night, September 2018
- Invitation of a speaker, October 2018
- Christmas seminar, November 2018

7.2.2 Meetings

- Meeting with the University leadership, October 2018
- Meeting with International House working group, October 2018
- Board meetings during Autumn 2018 are to be decided by the new board

7.3 Identified and remaining challenges

- Ensuring a well-functioning board: Balancing board member workload and capacity with the increasing involvement, collaboration and voluntary/required contributions and duties (contract with UiO) of UiODoc in various working groups, forums, programs or events;
- Recruiting of UiODoc board members;
- Knowledge transfer and continuity in the UiODoc board;
- Keeping overview over activities/getting information that is relevant for UiODoc members;
- Ensuring continuous visibility of UiODoc;
- Reaching out to and staying in contact with the UiO Postdocs and other temporary academic staff (lack of mailing lists);
- Maintaining overview and contact to representatives elected in the second half of 2017 and in the course of 2018.

The visibility of UiODoc has increased during the past years. Nevertheless, the duties and work load for the board members has also significantly increased. This competes with the research and applications for external funding. In order to ensure the continuity of the board, but also to make the board positions attractive for the potential board members, UiODoc suggests that UiO should consider alternatives – such as:

- The hours spent in UiODoc to be counted within the framework of administrative duties, or as an extension for those who do not have 25% administrative duties included in the contract.
- This could motivate the current candidates to continue in the board/new potential candidates to join the board.
- A similar solution was implemented at The Norwegian University of Science and Technology (NTNU)⁶.

⁶ NTNU, administrative duties in DiON, the interest organization for doctoral candidates at NTNU: <http://org.ntnu.no/dion/faq/duty-work/>

8 ESTIMATED BUDGET 2018

Type	Description	Supplier	Amount (NOK)	Balance (NOK)
Income	Annual compensation	UiO Hovedboksbilag	250 000,00	250 000,00
	Budget surplus 2017	UiO Hovedboksbilag	83 763,00	333 763,00
	<i>Total Incomes 2018</i>		<i>333 763,00</i>	
Expense	Board fees		-100 000,00	233 763,00
	SiN membership 2018		-2 000,00	231 763,00
Expenses - spring	Event 1		-15 000,00	216 763,00
	Workshop with speaker		-40 000,00	176 763,00
	Dinner with representatives		-15 000,00	161 763,00
	Board dinner		-5 000,00	156 763,00
	Marketing material		-15 000,00	141 763,00
	Participation in external events		-20 000,00	121 763,00
	General assembly/recruitment		-5 000,00	116 763,00
	<i>Total expenses spring</i>		<i>115 000,00</i>	
Expenses - autumn	Event 1		-15 000,00	101 763,00
	Event with speaker		-40 000,00	61 763,00
	Event 2		-10 000,00	51 763,00
	Participation in external events		-20 000,00	31 763,00
	<i>Total expenses autumn</i>		<i>85 000,00</i>	
Total expenses (other than board fees and SiN membership)				200 000,00
Final balance 2018				33 763,00

9 APPENDICES

Appendix 1 UiODoc Statutes

**Vedtekter
for
Stipendiatenes interesseforening ved Universitetet i Oslo (UiOdoc)**
Vedtatt 13.03.2003, endret senest 2012

§ 1 Navn

Foreningens navn er Stipendiatenes interesseforening ved Universitetet i Oslo, til vanlig forkortet UiOdoc. Foreningen ble stiftet 13. mars 2003.

§ 2 Formål

UiOdoc skal være en ressurs og pådriver for doktorgradsstudenters, stipendiater, postdoc-stipendiater og andre tilsatte i vitenskapelige rekrutteringsstillinger's (heretter omtalt som stipendiater) felles interesser ved Universitetet i Oslo.

Organisasjonen har følgende hovedarbeidsområder:

- Å være et bindeledd mellom ledelsen/sentraladministrasjonen og stipendiater ved UiO
- Å utvikle en felles plattform for stipendiater ved UiO
- Å bidra til å ivareta den faglige utviklingen til stipendiater ved UiO

Punkt 1) UiOdoc skal være et bindeledd mellom stipendiatene og Universitetet i Oslo, og kan i tillegg arbeide for å skape møteplasser for stipendiater og næringsliv, forskningsinstitusjoner og andre aktuelle arbeidsgivere for unge forskere.

Punkt 2) Arrangementer som debatter, foredrag og andre sosiale aktiviteter vil UiOdoc utvikle en felles plattform for sosiale og tverrfaglige interesser. Gjennom fellesmøter for representanter for hele UiOdoc's målgruppe (universitet-, institutt-, og fakultetstyrerepresentanter, representater i ph.d.-utvalg og råd og ledere for ph.d.-forum),

vil UiODoc også skape rom for erfaringsutveksling og diskusjon rundt tema som er relevante for alle stipendiater og unge forskere.

Punkt 3) UiODoc skal arbeide for å bedre stipendiaters arbeidssituasjon med fokus på faglige rettigheter og plikter på UiO, samt deres sosiale, og faglige interesser. Foreningen skal videreformidle stipendiatene faglige behov og jobbe for at faglige rettigheter ivaretas.

Det kan opprettes egne avdelinger av foreningen ved de forskjellige fakultetene/instituttene.

§ 3 Medlemskap

UiODoc har ikke offisielt medlemskap, men representerer alle registrerte doktorgradsstudenter, stipendiater, postdoc-stipendiater og andre tilsatt i vitenskapelige rekrutteringsstillinger (heretter omtalt som stipendiater) ved Universitetet i Oslo. Enkeltpersoner kan reservere seg mot tilknytning til organisasjonen.

§ 4 Annen tilknytning

UiODoc skal være tilknyttet Stipendiatororganisasjonene i Norge. Foreningen kan i tillegg samarbeide med medlemmenes fagforeninger og andre organisasjoner, men skal ikke knyttes til noen bestemt fagforening eller hovedsammenslutning.

§ 5 Årsmøtet

Årsmøtet avholdes en gang i året i løpet av vårsemesteret. Styret har i tillegg anledning til å innkalle til ekstraordinært årsmøte.

Innkalling og saksliste til årsmøtet skal kungjøres overfor medlemmene minst to uker i forveien. Innkommende forslag skal være styret i hende minst én uke før årsmøtet. Det skal tilstrebes at alle stipendiater ved UiO får innkalling til årsmøtet. Årsmøtet skal bli offentlig kjent via e-post og nettsidene til UiO.

Årsmøtet skal

- a) godkjenne styrets årsmelding
- b) godkjenne styrets regnskap for organisasjonen
- c) velge nytt styre
- d) velge representanter til eventuelle råd og utvalg hvor UiODoc representeres

§ 6 Styret

Leder, nestleder og minst tre andre styremedlemmer velges av årsmøtet. Midlertidig vitenskaplige ansattes representant i universitetsstyret kan tiltre styret i UiODoc med fulle rettigheter.

Styret velges for ett år om gangen. Alle stipendiater som ikke har reservert seg mot tilknytning kan stille til valg til verv i foreningen.

UiODoc er en organisasjon for hele UiO. Det skal tilstrebes en fordeling av representanter fra flest mulig av de stipendiatene som tildeles ved UiO, og fra flest mulig fakulteter.

Styret skal tilstrebe å følge en struktur bestående av minst:

- Leder
- Nestleder
- SiN-representant
- Internasjonales representant
- Eksternes representant
- UiO-styre representant

§ 7 Endring av vedtekter

Endring av vedtektene kan bare vedtas av årsmøtet. Vedtak om å oppløse foreningen eller endre formål krever to tredels flertall på årsmøtet.

Appendix 2 Contract between UiODoc and UiO

Samarbeidsavtale mellom Universitetet i Oslo og UiODoc

Denne avtalen regulerer forholdet mellom Universitetet i Oslo (UiO) og UiODoc knyttet til omfanget av og betingelsene for økonomisk støtte fra UiO til UiODoc.

Formålet med avtalen er å støtte UiODoc som en interesseorganisasjon for ph.d-kandidater, postdoktorer og andre midlertidig vitenskapelig ansatte ved UiO, og for deres arbeid for å utvikle både det faglige og det sosiale arbeidsmiljøet for denne gruppen. Det er en forutsetning for avtalen at UiODoc ikke virker som fagforening.

1. Omfang

UiO forplikter seg til å tildele NOK 250 000 til UiODoc årlig fra 2017. Beløpet omreguleres etter konsumprisindeksen hvert år. Overføring av midler skjer i februar. Ved behov for eventuelle varige endringer i beløp må UiODoc søke i første kvartal.

2. Betingelser for tildeling

2.1. Bruk av midler

Inntil 40 % av tildeling kan benyttes som honorar til styremedlemmer i UiODoc. UiODoc bestemmer selv størrelse og fordeling av honorar.

De resterende 60 % av tildeling kan brukes til følgende:

- Kursing av UiODocs styre og UiODoc representanter på fakultetene
- Deltaker- og reisekostnader ved deltakelse på relevante konferanser og møter for UiODocs styre og UiODoc-representanter på fakultetene
- UiODoc-arrangementer for sin målgruppe ved UiO
- Generell drift av UiODoc
- Andre relevante aktiviteter

Ubrukte midler kan overføres fra ett år til det neste.

2.2 Innkjøp og utbetalinger

Alle innkjøp og utbetalinger skjer via LOS etter de regler som til enhver tid gjelder for UiO.

2.3 Forpliktelser

- UiODoc skal innen 15. april hvert år levere en kortfattet rapport til UiO, med beskrivelse av foreningens aktiviteter siste år inkludert forenklet regnskap for foreningens drift og planer for det kommende år.
- UiODoc stiller med representant i Forum for forskningsdekaner (e.l. fora) hvor relevante saker diskuteres. Representanten forventes å bidra aktivt.
- UiODoc kan, på oppdrag fra UiO, finne aktuelle representanter i tilfeller hvor det er prosjekter e.l. som trenger representasjon fra UiODocs målgruppe. Ved store og/eller

langvarige oppdrag kan det avtales kompensasjon for deltakelse i det enkelte tilfelle. Slik kompensasjon inngår *ikke* som del av den faste bevilgningen.

- UiODoc benyttes som høringsintans og/eller diskusjonspartner i saker som angår ph.d.-utdanningen og målgruppas interesser.
- UiODoc forventes å bidra til å spre relevant informasjon fra UiO til sin målgruppe.
- UiODoc bidrar på for eksempel informasjons- eller oppstartsmøter c.l. rettet mot sin målgruppe.

LOS gjennomgår årlig hvorvidt betingelsene for tildeling er oppfylt.

3. Tilgang til infrastruktur

UiODoc skal sikres følgende infrastruktur:

- e-post med UiO-adresse.
- møterom: UiODoc sikres rett til å reservere rom i UiOs rombookingsystem.
- UiODoc lager nettsider om seg selv i verdensveven og har eget domene. UiODoc har rett på samme tilbud fra USIT som andre studentforeninger ved UiO.
- postadresse: UiODoc kan benytte postboksadressen 1072, Blindern, 0317 Oslo.
- UiODoc skal for relevante arrangementer kunne sende ut e-post som masseutsendelse i tråd med etablert praksis. Avdeling for personalstøtte kan på bestilling produsere lister over e-postadresser.

4. Kontaktpunkt i LOS

Det oppnevnes en kontaktperson for UiODoc i LOS.

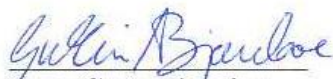
Kontaktpersonen utsteder attester på innsatt UiODoc-verv til de som ber om det.

Det avholdes halvårlige møter mellom UiODoc og LOS, hvor universitetsledelsen er representert.

5. Endringer i avtale

Ønsker om endringer i betingelsene i denne avtalen skal varsles skriftlig senest 6 måneder før endringene skal tre i kraft.

Oslo, 29/6 - 16



Gunn-Elin Aa. Bjørneboe
Universitetsdirektør



Meryl Sønderby Lillenes
leder UiODoc

Appendix 3 Workshop summary – Notes from the dinner for UiO board representatives

29.3.2017 at Abel's Utsikt, hosted by the UiODoc board

Questions:

- What do you struggle with as a PhD fellow / temporary employee/ in your role as a board representative?
- What should UiODoc work on?

Employment

Availability of information in English – inconsistent, e.g. what happens at end of contract

Mottak av (internasjonale) temporæransatte: (2x)

- registrering, økonomi
- administrative støtte med rekkefølge (D-nummer etc.)
- what are the rights and duties of a PhD/PostDoc
- some departments have handbooks/brochures: geofag, INB, biostatistics
- Introductory courses -> UiODoc intro? Erling Sandmo in charge at Humanities

Har ikke medarbeidersamtaler (!), kun fremdriftsrapport, evt. Lignende. Dette må være obligatorisk, det blir høy terskel å «bare komme hvis det er noe».

Funding: prosjektmidler kuttet uten at man høres – store konsekvenser for den enkelte forsker

Ombudsman [*comment: they mention also the word mentor*]: currently only 1 person and only for BSc medicine students – needed for issues related to co-authorship, patents etc.

Salary

Lik lønn for likt arbeid, det er ulik omregningsfaktor for undervisere fra forskjellige institutt – men som jobber på samme emne.

Lack of knowledge about salary negotiations or time of year when pay rises can take place

PhD education

Mer fokus på generiske PhD-ferdigheter: formidling, literature review, karriereveiledning, prosjektsyring, ledelse, skrivekurs – som kunne vært tilgjengelige for kandidater fra alle fakultetene.

Some doctorates have requirements [mandatory courses] «locked» within their faculty, e.g. for soft skills (writing etc.). UiO offers no PhD school; in other countries (e.g. Switzerland), this is better organized and soft skill/PhD courses are available also for students from other universities.

some people get updates on courses etc., some not

Problematisert med felles obligatorisk PhD-kurs (etikkurs på norsk for utenlandske kandidater)
[-> hvilket fakultet var det? Jeg vet at matnat tilbyr engelsk etikkurs..])

Quality / applicability: Usefulness of PhD seminars

- Not useful to have interdisciplinary lectures and seminars when the disciplines are very different
- Exams/essays take too much effort compared to ECTS

PhD progress

Not all departments have yearly reports where you write about your progress

Delayed hand-ins -> no more extensions allowed locally in institute [of one of the discussion participants]

- What if project does not work?
- Internal/external funding (external cannot be extended, internal yes)?
- -> large differences between institutes

Abroad: much more tight follow-up, have to report more often

Mid-way evaluation: handled very differently locally?

- Too shy to bring up conflicts?
- Some institutes (Humanities) have external (abroad) evaluators instead of internal ones – much better?

-> Rules differ very much between the faculties/institutes

Support, stress management

Mental health services – especially for PhDs. The university offers psychological guidance for students only *[rewritten]*

- Recent study on work, mental health and PhD: 50% are stressed, 30% at risk for developing psychiatric disorder [*e.g. depression*] during PhD (Levecque et al., 2017; doi 10.1016/j.respol.2017.02.008)
- Better information on available services needed, especially for internationals

Access to stress management consulting

- There is a HMS-kurs at Enhet for Bedrifshelsetjeneste
- meet PhDs in other research groups
- access to a person in another department

Career

Karriereveiledning for PhD-kandidater (4x)

- also for careers outside academia
- application strategies
- MatNat: FRONT program for gender balance [<http://www.mn.uio.no/om/likestilling/likestilling-for-ansatte/>]
- How to sell your transferrable skills to employees

Mentoring for PhDs, (2x)

- e.g. peer PhD mentor
- someone who is not your supervisor

Problematisk med mangel på frie PostDocer, øke andelen av åpne PostDoc-stillinger

Teaching

- Timeregnskap
- Sensur: uforholdsmessig len uttelling

- Need more time to prepare teaching than what is given
- No compensation for feedback on exams
- How much time to spend on what?
- Unfair distribution between people
- MSc student supervision should count
- PhDs don't finish on time due to teaching (still so in medicine, used to be the case in humanities)

Compensation: differences depending on what kind of contract you have – e.g. 3-year + extension for teaching vs. 4-year with teaching

Didactics/pedagogy courses in English

Formal teaching course needed **before** teaching: short intensive course each semester
[comment: matnat offers this for tutors, but not for lecturers/lab leaders]

Only 4/8 people around the table went through FUP

Challenges when serving in a board

Increase representation period in boards to 2 years

International researchers who sit on boards – don't necessarily feel you can represent your faculty/department if you can't speak Norwegian

Extension for serving on boards

People on boards, utvalg etc. should get a B-tillegg/kronetillegg

Challenge: reaching out to people (UiODoc, Humanities/social sciences in general, how to reach PhDs within department IBM)

- LISTS are needed for postdocs/temporary academic employees

General

No cardboard/paper bins