

Action required – for approval

2015 Researchers Mobility Task Force Report & 2016 Task Force Workplan

Members of the Task Force

Kirsi Korhonen	University of Helsinki
Monika Sprung	University of Bochum
Anna Gropon	University of Bochum
Ana Isabel Ferreira	University of Coimbra
Jill Haynes	University of Cork (as of summer 2015)
Dorota Maciejowska	Jagellonian University (as of summer 2015)
Laura Roop	University of Tartu (as of fall 2015)

Meetings during 2015 (dates and locations & any virtual meetings)

3. – 4.3.2015	TF meeting in Bochum
4. – 7.5.2015	training event in Tartu
22.10.2015	Skype call
1.12.2015	TF meeting in Helsinki

Narrative report of activity

The task force's main activity this year was organising a training event in connection to the AGM in Tartu. The event was planned during several meetings for the past few years, and also this year's first meeting in Bochum focused on the planning of the training. For the duration of the planning and the actual training event, Raivo Valk from the University of Tartu joined the task force.

The training event focused on services for incoming researchers, i.e. researchers coming to work or visit an institution. The participants discussed must-have and advanced support services and cultural aspects during the two-day training. The programme can be read here

<http://utrecht2015.ut.ee/erasmus-training>

And an overview of the event here <http://www.utrecht-network.org/wp-content/uploads/2015/11/UtrechtNewsletterAUTUMN15.pdf>

The task force had some member changes in 2015. Monika Sprung from Bochum resigned as chair and Kirsi Korhonen from Helsinki was appointed as the new chair by the AGM in May. Also representatives from the University of Cork and Jagellonian University joined the TF, and Tartu's representative changed.

After the training event, the TF set about deciding a new focus. A Skype session was held in October to introduce the TF members to one another and also to discuss the new plans of how to promote and assist in researcher mobility in UN. It was agreed that the TF could develop the exchange of information regarding mobility assistance.

In the December meeting the TF discussed practical ideas on information gathering and exchange. The TF suggests that it will do surveys among the researchers and support service professionals in UN to ascertain the needs and current services regarding researcher mobility. The plan is to launch the surveys in the spring of 2016 and use the results to create suggestions for development of services and a databank of existing services.

Statistics (if appropriate)

for training event:

26 participants

11 UN universities

4 other universities

2 other organisations (EURAXESS)

Financial report

Task Force meeting (Bochum) - €894.97

Task Force meeting (Helsinki) - €3,239.61

Total Expenditure - €4,134.58

2015 activities mapped against the Strategic Plan

Goals from the Strategic Plan (FORCES)	Task Force Activities/Achievements 2015
Foster internationalisation of education	Network's activities in general Facilitating researcher mobility – training event in Tartu
Open up to new forms of cooperation	Facilitating researcher mobility – training event in Tartu

<p>Respond actively to European HE policies</p>	
<p>Collaborate effectively within the Network</p>	<p>Facilitating researcher mobility – training event in Tartu Task force’s activities in general</p>
<p>Enhance internationalisation processes in member institutions</p>	<p>Facilitating researcher mobility – training event in Tartu</p>
<p>Strengthen the profile and global outlook of the Network</p>	<p>Facilitating researcher mobility – training event in Tartu</p>

2016 Task Force Workplan – Researchers Mobility Task Force

Planned meetings during 2016

Skype meeting February

Skype meeting May

Visit to Hull to discuss cooperation with Research Management Task Force

Live meeting autumn

Skype meeting autumn

Planned activity for 2016

The main aim is to identify and disseminate in a service-oriented, solution-seeking manner functional ways to promote and support researcher mobility within the Utrecht Network.

1. Research into surveys regarding barriers and challenges of researcher mobility, as well as possible solutions to the aforementioned. Source material includes but is not limited to reports by EURAXESS, e.g. TANDEM project, and other mobility surveys as well as other research conducted in global mobility and researcher mobility.
2. Suggestions on best ways to support and promote researcher mobility, especially between Utrecht Network members.
3. List of best practices from within UN universities regarding mobility support services
4. Electronic brochure of mobility services provided within UN (to assist both mobile researchers and supporting admin staff)
5. Discussion of cooperation between proposed new Research Management Task Force
6. Meetings (Skype meetings and a live meeting)
7. Under consideration: job shadowing pilot among TF members to encourage professional development and mobility among administrative staff (continuing into 2017)

Action plan for activities

1. Research into barriers and challenges of researcher mobility and possible solutions to the aforementioned
 - Conducting research into mobility surveys and other material. Source material includes but is not limited to current academic research, reports on researcher mobility (e.g. Nordforsk, EURAXESS TANDEM), global mobility surveys (ERC, EuRA, KPMG, EY, PwC etc.), survey reports from UN member universities (e.g. University of Helsinki), other survey reports (e.g. Finnish Union of University Researchers and Teachers)
 - Gathering acquired data into joint data bank (mainly online).
 - Identification of barriers and challenges to researcher mobility by and from aforementioned research.

- Collection and brainstorming of possible solutions to barriers and challenges identified.
 - Compilation of report to be distributed among Utrecht Network members, including leadership, research management and HR.
 - Dissemination of results (via email, extranet, social media, etc.)
2. Suggestions on best ways to support and promote researcher mobility, especially between UN members
 - Collection of, from aforementioned research, and brainstorming of possible solutions to barriers and challenges identified.
 - Compilation of report to be distributed among Utrecht Network members, including leadership, research management and HR.
 - Dissemination of results (via email, extranet etc.)
 3. List of best practices from within UN universities regarding researcher mobility support services
 - Continuation of previous research conducted by Researchers Mobility Task Force on researcher mobility support services
 - Updating information on best practices on researcher mobility support services and activities within the Utrecht Network
 - Compilation of list of best practices to give network members ideas on new services and activities
 - Distribution of list to UN members, especially colleagues working in researcher mobility support services (via email, extranet etc.)
 4. Electronic brochure of mobility services provided within UN
 - Continuation of previous research conducted by Researcher Mobility Task Force of researcher mobility support services
 - Contacting said support services at UN member universities to update information on researcher mobility support services and activities
 - Compilation of electronic brochure on services and activities offered to mobile researchers within the Utrecht Network
 - Publication (via email, extranet, social media, possibly webpages etc.)
 5. Discussion of cooperation with Research Management Task Force
 - TF will discuss possible overlap and cooperation with the proposed Research Management Task Force
 - the chair, Kirsi Korhonen will meet with Pam Jackson and Sabine Pendl to learn more about the proposed new TF and further discuss any possible overlap and cooperation
 - depending on the outcome of the discussion and agreed actions, the TF can make revisions to its activities or structure, or meet with more members of the proposed TF (either live or online), for instance
 6. Meetings:
 - the TF keeps in touch and continues discussion throughout the year mainly via email and Skype meetings

- the TF chair, Kirsi Korhonen, will visit the University of Hull to meet Pam Jackson and Sabine Pendl to discuss possible cooperation with the Researcher Mobility Task Force and the proposed new Research Management Task Force
- following the discussion in Hull, a Skype meeting with members of both aforementioned task forces can also be arranged
- the TF members will have a live 2-day meeting in the autumn term. The meeting's agenda will focus on carrying out the activities, especially the report on challenges and solutions to researcher mobility, the brochure of support services and list of best practices regarding researcher mobility, as well as the cooperation with the Research Management Task Force.

Other discussion points:

- the Task Force wants to find more functional, practical ways to facilitate researcher mobility and peer support between colleagues working in this area within the Utrecht Network utilising the advantages of the network (size, variety of members, personal contacts etc.)
- the aim is to promote researcher mobility, encourage best practices and peer support, and facilitate and innovate service and professional development within the network. The size of the network and number of professionals working within researcher mobility allows for creating a functional peer network that would facilitate work on a local level while being low-maintenance.
- current suggestions in addition to the above items include creating a peer network (e.g. activating the participants of the Tartu staff training), creating a LinkedIn group for the peer network, utilisation of the members' area of the webpages (i.e. extranet), networking meetings for mobility professionals within UN (e.g. biannually, following the success and feedback received from the training event in Tartu)

7. Under consideration: job shadowing pilot TF members

- TF members could serve as an example of job shadowing within the network. The aim is to share ideas, learn from each other and create opportunities for professional and service development.
- TF members write short reports on their experiences and compile a summary of tips on how to plan and carry out a fruitful job shadowing period to encourage similar activities
- the reports and summary of tips will be distributed within UN (email, extranet, possibly newsletter etc.)
- Financial support for the job shadowing periods can be sought from the Erasmus+ Staff Mobility funding, for instance (no funding needed from UN).

Budget requested 1 Jan 16 – 31 March 17

€10,500

2016 planned activities mapped against the Strategic Plan

Goals from the Strategic Plan (FORCES)	Planned Task Force activities for 2016
Foster internationalisation of education	Research into barriers and challenges of researcher mobility and possible solutions to the aforementioned Suggestions on best ways to support and promote researcher mobility, especially between UN members (incl. list of best practices and electronic brochure) Cooperation with proposed Research Management Task Force
Open up to new forms of cooperation	Cooperation with proposed Research Management Task Force Peer network (incl. possible LinkedIn group, networking meetings) List of best practices Job shadowing pilot
Respond actively to European HE policies	Research into barriers and challenges of researcher mobility and possible solutions to the aforementioned Suggestions on best ways to support and promote researcher mobility (incl. list of best practices and electronic brochure)
Collaborate effectively within the Network	Cooperation with proposed Research Management Task Force Data gathering on support services and best practices Peer network Job shadowing pilot
Enhance internationalisation processes in member institutions	Research into barriers and challenges of researcher mobility and possible solutions to the aforementioned Suggestions on best ways to support and promote researcher mobility between UN members (incl. list of best practices and electronic brochure) Peer network Job shadowing pilot
Strengthen the profile and global outlook of the Network	Suggestions on best ways to support and promote researcher mobility, especially between UN members, incl. brochure of mobility services and list of best practices Peer network Job shadowing pilot