The Research Council of Norway

EVALBIOVIT

Self-assessment for administrative units

Version 1.1

Overview

Institution (name and short name):

Administrative unit (name and short name):

Date:

Contact person:

Contact details (email):

Table of Contents

1   Introduction

The primary aim of the evaluation is to reveal and confirm the quality and the relevance of research performed at Norwegian Higher Education Institutions (HEIs), and by the institute sector. For the life sciences area, research undertaken by regional health authorities and health trusts is also included. These institutions will henceforth be collectively referred to as research performing organisations (RPOs). The evaluation report(s) will provide a set of recommendations to the RPOs, the Research Council of Norway (RCN) and the concerned ministries. The results of the evaluation will also be disseminated for the benefit of potential students, users of research, and society at large.

You have been invited to complete this self-assessment as an administrative unit. The self-assessment contains questions regarding the unit's research- and innovation related activities and developments over the past 10 years. All the submitted data will be evaluated by evaluation committees (for administrative units) and expert panels (for research groups). Please read through the whole document including all instructions before answering the questions to avoid overlaps.

As an administrative unit, you are also responsible for collecting the completed self-assessment for each of the research groups that belong to the unit. The research groups need to submit their completed self-assessment to the unit no later than the 1st of December 2022. The unit will submit the research groups' completed self-assessments and the unit's own completed self-assessment no later than the 5th of December 2022.

The whole self-assessment shall be written in English.

Please use the following format when naming your document: name of the institution, and name of the administrative unit, e.g. UiO_FacBiosci. Send it to evalbiovit@technopolis-group.com no later than 5th of December 2022.

For questions concerning the self-assessment or EVALBIOVIT in general, please contact RCN's evaluation secretariat at Technopolis Group: evalbiovit.questions@technopolis-group.com.

Many thanks in advance![1]

Adjustments made in version 1.1:
- Footnote 1 on page 3 has been corrected

---

[1] Personal information will be deleted when evaluation reports are published and no later than 30 April 2024

For more information on how Technopolis Group handles data processing, see: http://www.technopolis-group.com/privacy-policy/

For more information on how the Research Council of Norway handles data processing, see: https://www.forskningsradet.no/en/privacy-policy/

2 Self-assessment for administrative units

Self-assessment guidelines:

- Data on personnel should refer to reporting to DBH on 1 October 2021 for HEIs and to the yearly reporting for 2021 for the institute sector
- Other data should refer to 31 December 2021 if not specified otherwise
- Please read the entire self-assessment document before answering
- Provide information – provide documents and other relevant data or figures about the administrative unit, for example strategy and other planning documents, as well as data on R&D expenditure, sources of income and results and outcomes of research
- Describe – explain and present using contextual information about the administrative unit (most often this includes filling out specific forms) and inform the reader about the administrative unit
- Reflect – comment in a reflective and evaluative manner how the administrative unit operates
- 4000 characters including spaces equals one page

2.1 Strategy, resources and organisation of research

2.1.1 Research strategy

2.1.1.1 Describe the main strategic goals for research and innovation of the administrative unit (1000–4000 characters). How are these goals related to institutional strategies?

- Describe the main fields and focus of research and innovation in the unit
- Describe how you work to maximise synergies between the different purposes of the unit
- Describe the planned research-field impact; planned policy impact and planned societal impact
- Describe how the strategy is followed-up in the allocation of resources and other measures
- Describe the most important occasions where priorities are made (i.e., announcement of new positions, applying for external funding, following up on evaluations)
- If there is no long-term research strategy – explain why

Form 1 *Administrative unit's strategic planning documents*

Instructions: For each category (Research strategy, Research funding, Cooperation policy, Open science policy) present up to 5 documents that according to you are the most relevant. If the administrative unit uses the strategies, policies, etc. of a larger institution, then present these documents. Please use the following formatting: Name of document, Years active, Link to the document.

Example: Norwegian University of Science and Technology Strategy, 2021–2025, hyperlink to the document

Research strategy	
1	
2	
3	
4	
5	
Research funding	
1	
2	
3	
4	
5	
Cooperation policy	
1	
2	
3	
4	
5	
Open Science policy	
1	
2	
3	
4	
5	

2.1.2 Organisation of research

2.1.2.1 Describe the organisation of research and innovation activities at the unit, including how responsibilities for research and other purposes (education, knowledge exchange, patient treatment, training etc) are distributed and delegated (500–1500 characters).

Form 2 *SWOT analysis for administrative units*

Instructions: Please complete a SWOT analysis for your administrative unit. Reflect on what are the major internal Strengths and Weaknesses as well as external Threats and Opportunities for your research and innovation activities and research environment. Assess what the present Strengths enable in the future and what kinds of Threats are related to the Weaknesses. Consider your scientific expertise and achievements, funding, facilities, organisation and management (500–2000 characters per cell).

	Strengths	Weaknesses
Internal		
	Opportunities	**Threats**
External		

2.1.3   Research funding

2.1.3.1   Describe the funding sources of the unit and indicate the share of the unit's budget (NOK) dedicated to research compared to other purposes. Shares may be calculated based on full time equivalents (FTE) allocated to research compared to total FTE in unit (500–1500 characters).

2.1.3.2   Describe how successful the administrative unit has been in obtaining competitive regional, national and/or international research funding grants (200–1000 characters).

Form 3 *Funding levels for the administrative unit for 2021*

Instructions: For administrative units in the institute sector receiving basic funding via RCN, funding levels should be provided for 2021 in the funding categories used in the yearly reporting:

  a)   National grants (NOK) (post 1.1 og 1.2)):

  i)from the Research Council of Norway (NOK) – excluding basic funding

  ii) from the ministries and underlying directorates (NOK)

  iii) from industry (NOK)

  iv) other national grants including third sector, private associations and foundations (NOK)

  b)   National contract research (post 1.3)

  c)   International grants (post 1.4)

  d)   Funding related to public management (forvaltningsoppgaver post 1.5)

For Higher Education Institutions costs covered by external funding sources should be reported according to the same categories as far as possible. Costs may be classified as Other if they cannot be placed in one of the specified categories. Reporting should be based on incurred costs (regnskapstall) for 2021.

National grants (NOK)	
From the Research Council of Norway[2]	
From the ministries and underlying directorates	

[2] Excluding basic funding.

From industry	
Other national grants	
Total	
National contract research (oppdragsinntekter)[3] (NOK)	
From the Research Council of Norway	
From the ministries and underlying directorates	
From industry	
Other national contract research	
Total	
International grants (limited to research activities)	
From the European Union	
From industry	
Other international grants	
Total	
Funding related to public management (e.g., forvaltningsoppgaver) or (if applicable) funding related to special hospital tasks, if any	
Total	

2.1.4   Participation in national infrastructures

2.1.4.1   Describe the most important participation in the national infrastructures listed in the Norwegian roadmap for research infrastructures (Nasjonalt veikart for forskningsinfrastruktur) including as host institution(s) (200–1000 characters).

Form 4 *Infrastructures listed in the Norwegian roadmap for research infrastructures (Nasjonalt veikart for forskningsinfrastruktur)*

Instructions: Please present up to 5 participations in the national infrastructures listed in the Norwegian roadmap for research infrastructures (Nasjonalt veikart for forskningsinfrastruktur) for each area that were the most important to your administrative unit. For each category area, please use the following formatting:

Name of research infrastructure, Years when used, Description (100–500 characters) of the engagement with the research infrastructure (reasoning, objectives, expected/actual outcomes).

---

[3] For research institutes only research activities should be included from section 1.3 in the yearly reporting

Area strategies	Administrative unit's participation
Bioresources	
Biotechnology	
E-infrastructure	
The humanities	
ICT	
Climate and the environment	
Environmentally friendly energy	
Maritime technology	
Medicine and health	
Nanotechnology and advanced materials	
Petroleum Technology	
Social sciences and welfare	
Other infrastructure needs in the natural sciences and technology	

2.1.4.2 Describe the most important participation in the international infrastructures funded by the ministries (Norsk deltakelse i internasjonale forskningsorganisasjoner finansiert av departementene) (200–1000 characters).

Form 5 *Participation in international research organisations*

Instructions: Please describe up to 5 participations in international and European infrastructures (ESFRI) for each area that have been most important to your research unit. When presenting your participation, please use the following formatting:

Name of research infrastructure, Years when used, Description (100–500 characters) of the participation in the research infrastructure (reasoning, objectives, expected/actual outcomes).

Project		Summary of participation
CERN	European Organization for Nuclear Research	
EMBL/EMBC	European Molecular Biology Laboratory	
	The European Molecular Biology Conference	
ESRF	European Synchrotron Radiation Facility	
IARC	International Agency for Research on Cancer	
ESA	European Space Agency	
OECD Halden	Haldenprosjektet	

2.1.4.3   Describe the most important participation in European (ESFRI) infrastructures (Norske medlemskap i infrastrukturer i ESFRI roadmap) including as host institution(s) (200–1000 characters).

Form 6 *Participation in infrastructures on the ESFRI Roadmap*

Instructions: For each area, please give a description of up to 5 engagements that have been most important to your research unit. When presenting your participation, please use the following formatting: Name of research infrastructure, Years when used, Description (100–500 characters) of the engagement with the research infrastructure (reasoning, objectives, expected/actual outcomes)."

Social sciences and the humanities		
Name	**ESFRI-project**	**Summary of participation**
CLARIN ERIC	Common Language Resources and Technology Infrastructure	
ESSurvey ERIC	European Social Survey	
CESSDA ERIC	Council of European Social Science Data Archives	
Natural sciences and technology		
Name	**ESFRI-project**	**Summary of participation**
EISCAT 3D	European Next Generation Incoherent Scatter radar	
	European Incoherent Scatter Scientific Association	
Energy		
Name	**ESFRI-project**	**Summary of participation**

Name	ESFRI-project	Summary of participation
ECCSEL ERIC	European Carbon Dioxide Capture and Storage Laboratory Infrastructure	

Climate and the environment		
Name	**ESFRI-project**	**Summary of participation**
Euro Argo ERIC	European contribution to the Argo program	
EMSO ERIC	The European Multidisciplinary Seafloor and water column Observatory	
ICOS ERIC	Integrated Carbon Observation System	
EPOS ERIC	European Plate Observing System	
SIOS Svalbard AS	Svalbard Integrated Artic Earth Observing System	

Biology and medicine (Life sciences)		
Name	**ESFRI-project**	**Summary of participation**
ELIXIR (EMBL)	European infrastructure for biological information, supporting life science research and its translation to medicine, agriculture, bioindustries and society	

Name	ESFRI-project	Summary of participation
BBMRI ERIC	Biobanking and Biomolecular Resources Research Infrastructure	
EATRIS ERIC	European Advanced Translational Research Infrastructure in Medicine	
EU-OPENSCREEN ERIC	European Infrastructure of Open Screening Platforms for Chemical Biology	
ECRIN ERIC	European Clinical Research Infrastructures Network	
Euro-BioImaging ERIC	Research Infrastructure for Imaging Technologies in Biological and Biomedical Sciences	
EMBRC ERIC	European Marine Biological Resource Centre	
Analysis		
Name	**ESFRI-project**	**Summary of participation**
European Spallation Source ERIC	European Spallation Source	
ESRF – EBS	European Synchrotron Radiation Facility – Extremely Brilliant Source	

2.1.5   Accessibility to research infrastructures

2.1.5.1   Describe the accessibility to research infrastructures for your researchers. Considering both physical and electronic infrastructure (200–1000 characters).

2.1.5.2   Describe what is done at the unit to fulfil the FAIR-principles[4] (200–1000 characters).

2.1.6   Research staff

2.1.6.1   Describe the profile of research personnel at the unit in terms of position and gender (200–1000 characters).

Form 7 *Administrative data on the division of staff resources for 2021*

Instructions: Please complete the administrative data of staff resources.

	Position by category	No. of staff per category	Share of women per category	No. of FTE per category
Number of personnel by position				

---

[4] https://www.go-fair.org/fair-principles/

2.1.6.2   Describe the structures and practices to foster researcher careers and help early-career researchers to make their way into the profession (200–1000 characters).

2.1.6.3   Describe how research time is distributed among staff including criteria for research leave (forskningsfri) (200–1000 characters).

2.1.6.4   Describe research mobility options (200–1000 characters).

2.2   Research production, quality, and integrity

2.2.1   *Research quality and integrity*

2.2.1.1   Describe the scientific focus areas of the research conducted at the administrative unit, including the unit's contribution to these areas (500–2000 characters).

2.2.1.2   Describe the unit's policy for research integrity, including preventative measures when integrity is at risk, or violated (200–1000 characters).[5]

---

[5] Research integrity relates both to the scientific integrity of conducted research and to the professional integrity of researchers.

2.2.2 Open Science policies at the administrative unit

2.2.2.1 Describe the institutional policies, approaches, and activities to the following Open Science areas (consider each area separately, 500–1000 characters in total):
- Open access to publications
- Open access to research data and implementation of FAIR data principles
- Open-source software/tools
- Open access to educational resources
- Open peer review
- Skills and training for Open Science
- Citizen science and/or involvement of stakeholders / user groups

2.2.2.2 Describe the most important contributions and impact of the unit's researchers towards the different Open Science areas (consider each area separately, 500–1000 characters in total):
- Open access to publications
- Open access to research data and implementation of FAIR data principles
- Open-source software/tools
- Open access to educational resources
- Open peer review
- Skills and training for Open Science
- Citizen science and/or involvement of stakeholders/user groups

2.2.2.3 Describe the institutional policy regarding ownership of research data, data management, and confidentiality (200–1000 characters). Is the use of data management plans implemented at the unit?

2.3 Diversity and equality

2.3.1 *Diversity and equality practices*

2.3.1.1 Describe the policy and practices to protect against any form of discrimination in the administrative unit (200–1000 characters).

Form 8 *Administrative unit's policies against discrimination*

Instructions: Give a description of up to 5 documents that are the most relevant. If the administrative unit uses the strategies, policies, etc. of a larger institution, then these documents should be referred to. For each document use the following formatting: Name of document, Years active, Link to the document

Example: Norwegian University of Science and Technology Strategy, 2021–2025, hyperlink to the document

No.	Policies against discrimination
1	
2	
3	
4	
5	

2.4 Relevance to institutional and sectorial purposes

2.4.1 *Sector specific impact*

2.4.1.1 Describe whether the administrative unit has activities aimed at achieving sector-specific objectives[6] or focused on contributing to the knowledge base in general. Describe activities connected to sector-specific objectives, the rationale for participation and achieved and/or expected impacts (500–3000 characters).

– Alternatively, describe whether the activities of the unit are aimed at contribution to the knowledge base in general. Describe the rationale for this approach and the impacts of the unit's work to the knowledge base.

---

[6] For example, those described in the Development Agreements for universities and other national guidelines for the different sectors.

2.4.2 Research innovation and commercialisation

2.4.2.1 Describe the administrative unit's practices for innovation and commercialisation (500–1500 characters).

–   Describe the interest among the research staff in doing innovation and commercialisation activities
–   Describe how innovation and commercialisation is supported at the unit

Form 9 *Administrative unit's policies for research innovation*

Instructions: Describe up to 5 documents of the administrative unit's policies for research innovation, including IP policies, new patents, licenses, start-up/spin-off guidelines, etc., that are the most relevant. If the administrative unit uses the strategies, policies, etc. of a larger institution, then present these documents. For each document use the following formatting: Name of document, Years active, Link to the document

Example: Norwegian University of Science and Technology Strategy, 2021–2025, hyperlink to the document

No.	Policies for research innovation
1	
2	
3	
4	
5	

2.4.2.2 Provide examples of successful innovation and commercialisation results, such as new patents, licenses, etc (500–1500 characters).

Form 10 *Administrative description of successful innovation and commercialisation results*

Instructions: Please describe up 10 successful innovation and commercialisation results at your administrative unit. For each result, please use the following formatting: Name of innovation and commercial results, Year, Links to relevant documents, articles, etc. that present the result, Description (100–500 characters) of successful innovation and commercialisation result.

No.	Description
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

2.4.3   Collaboration

2.4.3.1   Describe the unit's policy towards regional, national and international collaboration, as well as how cross-sectorial collaboration and interdisciplinary collaboration is approached at the administrative unit (500–1500 characters). Please fill out the forms that match your institution: the institute sector fills out Form 11a and Form 11b; HEIs fill out Form 12.

–   Reflect on how successful the unit have been in meeting its aspirations for collaborations

Form 11a (institute sector) *Administrative unit's partnerships ('faktisk samarbeid')*

Instructions: For each of the administrative unit's tender and project-based cooperation (which are not non-tax deducted) please present up to 5 examples under each category (Collaboration with national public institutions; Collaboration with national private institutions; Collaboration with international public institutions; Collaboration with international private institutions). Please use 100–500 characters to describe the impacts and relevance of collaboration.

Collaboration with national public institutions			
Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with national private institutions

Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with international public institutions

Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with international private institutions			
Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Form 11b (institute sector) *Administrative unit's collaboration*

Instructions: For each of the administrative unit's tender and project-based cooperation please present up to 5 examples under each category (Collaboration with academic partners nationally; Collaboration with non-academic partners nationally; Collaboration with academic partners internationally; Collaboration with non-academic partners internationally). Please use 100–500 characters to describe the impacts and relevance of collaboration.

Collaboration with academic partners nationally			
Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with non-academic partners nationally			
Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with academic partners internationally

Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with non-academic partners internationally

Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

2.4.3.2   Reflect on the importance of different types of collaboration for the administrative unit (200–1000 characters).
- Regional, national and international collaborations

Collaborations with different sectors, including public, private and third sector

Form 12 (HEIs) *Administrative unit's partnerships" ('faktisk samarbeid')*

Instructions: For each of the administrative unit's tender and project-based cooperation (which are not non-tax deducted) please present up to 5 examples under each category (Collaboration with national public institutions; Collaboration with national private institutions; Collaboration with international public institutions; Collaboration with international private institutions). Please use 100–500 characters to describe the impacts and relevance of collaboration.

Collaboration with national public institutions			
Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with national private institutions

Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with international public institutions

Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

Collaboration with international private institutions

Name of collaborative projects or collaborations	Partner institutions		Impacts and relevance of collaboration
	Name of partner institution	Sector of partner institution	

2.4.3.3   Reflect on the importance of different types of collaboration for the administrative unit, the added value of these collaborations to the administrative unit and Norwegian research system (500–1500 characters).

2.4.4   ONLY for higher education institutions

2.4.4.1   Reflect on how research at the unit contributes towards master and PhD-level education provision, at your institutions and beyond (200–1000 characters).[7]

2.4.4.2   Describe the opportunities for master and bachelor students to become involved in research activities at the unit (200–1000 characters).

2.4.5   ONLY for research institutes

2.4.5.1   Describe how the research activities at the administrative unit contribute to the knowledge base for policy development, sustainable development, and societal and industrial transformations more generally (500–1500 characters).[8]

---

[7] Please note: RCN will provide data from the national student survey (Studiebarometeret) on students' experience with research methods and exposure to research activities. The data will most probably be on an aggregate level but including the unit under assessment.

[8] Strategi for helhetlig instituttpolitikk, Kunnskapsdepartementet, p.4): «Instituttsektoren skal utvikle kunnskapsgrunnlag for politikkutforming og bidra til bærekraftig utvikling og omstilling, gjennom forskning av høy kvalitet og relevans.» (The government's strategy for an independent institute sector).

2.4.5.2 Describe the most important research activities including those with partners outside of research organisations (500–1500 characters).

2.5 Relevance to society

2.5.1 *Administrative unit's societal impact*

2.5.1.1 Reflect on the unit's contribution towards the Norwegian Long-term plan for research and higher education, societal challenges more widely, and the UN Sustainable Development Goals (500–1500 characters).

2.5.1.2 Describe how the administrative unit's research and innovation has contributed to economic, societal and cultural development by submitting one or several impact cases (500–1500 characters per case), according to the size of the unit: One case for units up to 10 researchers and one additional case per 20 researchers, i.e., 2 cases up to 30 researchers, 3 cases up to 50 researchers, etc.

Case no. 1

Case no. 2

Case no. 3

Thank you for completing the self-assessment.