

MEETING OF RESEARCH PARTNERS: FORMATION

UNIVERSITY OF OSLO, SEPT 1ST-2ND 2015-09-15

What follows here is an executive summary of a lengthy set of minutes compiled during the intensive two-day kick-off meeting. The emphasis here is on decisions taken, actions and next steps.

The meeting began each morning at 8.30 am, proceedings were chaired by Tone, and minutes were kept by Ciaran. We also dined together on Monday and Tuesday evenings and these more social occasions were important to the creation of the research team and allowed discussions to continue on a more informal yet important basis.

1. There was a thorough discussion on key phases of the research with individual and collective responsibilities being identified.
2. Key concepts such as formation, deliberative communication, academic development/ developer, and public good, etc were discussed and there was general recognition that these would have to be returned to repeatedly throughout the lifetime of the project as the work advanced. It was agreed that working definitions would be provided for—(at a minimum)—formation, public good, capacity building, and when these are acceptably refined they will be published on the project's website. In this regard, it was agreed that it would probably be productive and enlightening to draw on the 'Magna Charta Universitatum' while working on clarification of these key terms. Towards this end, the following was agreed:
 - We agree to circulate by Mon. 21st of Sept.
 - Formation/ Molly/ Andreas
 - Asa- public good + Trine
 - Tomas- deliberative communication- Kristin
 - Communities of practice- Tone, Ragnhild
 - Competence building—Ciaran, Lina

It was agreed also that providing a working definition 'academic development' on the website would complement the clarifications immediately above. In this regard, it was agreed: All of us will write a few sentences indicating how we understand by AD, and circulate by Sept 21st. Tone—the proposal has indicated that ADs are those who teach university teachers and guide the university leadership.

3. It was agreed that institutional strategic plans/ teaching plans would be reviewed in pairs as follows:

- Uppsala—Asa/ Molly
 - Orebro- Andreas/ Kristin/ Molly
 - Tromso-Raghnid & Molly
 - Oslo- Tone/ Molly
 - UNC- Molly/ Ciaran (No timeframe, as yet, has been specified for this activity)
4. It was agreed/ accepted, as per the proposal that Ciaran will conduct the interviews along with an agreed 'insider' in Orebro, Uppsala, Tromso and Oslo, while they will be done in UNCCCH by Ciaran and Tone.

Regarding those to be interviewed in each institution, the following broad strategy was agreed: that in terms of interviewing 'the leaders' within each institution, these would include—the leader at the top; those who have responsibility for making this happen—at faculty level, and then the head of the unit. The number of folks to be interviewed, their positioning etc will be partly determined by the description of the units and their position and responsibilities within the university.

5. There will be a shared Endnote library
6. Ciaran, in consultation with Tomas, to advance the literature review by working with a skilled librarian
7. We will work towards having the literature selected by the end of September, leaving the remaining time to February for shared review-synthesis of the literature reviewed.
8. Possible interviewees to be approached informally by internal partners, with a letter outlining the project to be drafted in parallel to gain agreement. The following (tentative) dates were identified:
 March 10th & 11th—Tromso, Wk beginning March 14th—Uppsala and Orebro. UNCH the week beginning April 4th—AERA 8th-12th, and Oslo 14th and 15th of April
9. The following dates/ times were agreed for cyber and face-to-face meetings of the project team:
 - First Cyber meeting—Ulf/ Emil(Technical Support)—Oslo time—3.00 – 5.00 pm- Wed, Sept 23rd
 - Mon Oct 19th—3-5 pm
 - Dec 1st, Wed. 3-5
 - Jan 20th- 3-5
 - Wed Feb 17th- 3-5 pm
 - April 20th Wed- 3-5 pm
 - May 25th- 3-5 pm

- Face to face meeting- Oslo June 1st and 2nd - starting 11.00 am day one, continuing to 6/7 followed by dinner, with a 4.00 pm finish on day 2.