



Designhögskolan
Bilaga till Verksamhetsberättelse 2012

Umeå Institute of Design Action Plan 2012

1. Education on basic and advanced levels
2. Research
3. Cooperation and innovation
4. Support functions (incl. competence management plan)

See separate plans for:

Work environment and sustainability
Equality, diversity & equal opportunity
Competence management

See separate UID Quality Assurance System.

Designhögskolans aktivitetsplan 2012

1. Utbildning på grund- och avancerad nivå
2. Forskning
3. Samverkan och innovation
4. Verksamhetsstöd (inkl. kompetensförsörjningsplan)

Se separata planer för

Arbetsmiljö och miljö
Jämställdhet, mångfald och likabehandling
Kompetensförsörjning

Se separat Kvalitetssystem för Designhögskolan.

Terms and abbreviations:

Faculty	The Faculty of Science and Technology / Teknisk-Naturvetenskaplig fakultet
Rector	Rector of Umeå Institute of Design / Rektor för Designhögskolan
HD	Head of department / Prefekt
DHD	Deputy head of department / Biträdande prefekt
PDs	Programme directors (including Director SSC) / Programansvariga (inklusive Utbildningsansvarig för fristående kurser)
RD	Research director / Forskningsledare
PhD dir.	Director of PhD studies / Forskarutbildningsansvarig
SSC	Single subject courses / Fristående kurser
UID	Umeå Institute of Design / Designhögskolan vid Umeå universitet
UAC	Umeå Arts Campus / Konstnärligt campus
UmU	Umeå University / Umeå universitet

1. Education on basic and advanced levels

Goal	Activities	Resource (which people/groups/resources need to help out with this at UID/UAC/UmU/externally)	Time plan (when should this be started/done during the year)	Responsible (i.e. the person responsible for starting up/initiating & following up the activity)	Follow-up (how will this be followed up)	Green/Red/Yellow (colour codes for follow-up in 2013)	Comments, goal fulfilment (comment on activities done and goals met when followed up in 2013)
We continue developing our education and further improving the already high quality.	Strategic development of future educations through PtF etc.	HD, PDs, RD	continuous	Rector	VP/VB		PtF held jan 2012 Strategic development ongoing
	Continuous competence development of all teaching staff: professional skills, research, artistic development work	All staff involved in Teaching/research/artistic development work	continuous	HD, DHD	Competence development talks & plans		Competence development talks held by HD and Rector spring 2012
	Development of the basic skills areas in industrial design	HD, PDs, RD	spring	Rector	VP/VB Competence management plan		
	Overview and further development of BA programme	PDs	spring	Rector	VB		Programme revised 2012
	Overview and further development of master programmes.	PDs	Spring/autumn	Rector	VB		
	Overview and development of SSC.short courses	SSC responsible	spring	Rector	VB		Re-working of course Tjänstedesign, 15hp. New course Kroki/life drawing 7,5 hp
	Evaluation of one-year courses, strategic choices of how to develop.	SSC responsible	autumn	Rector	VB		Continued 2013 in Education council and Flurkmark group
	Explore more ways of connecting design research and design educations	RD, PDs	continuous	Rector			Continued 2013 in Research council and Education council
	Skills courses and competence development courses for professionals (uppdagsutbildning)	HD, PDs, RD	continuous	Rector	VB		Continued 2013 in Education council and Flurkmark group

	Joint UID routines for handling course evaluations (including communication to students) in accordance with Faculty policy	Coordinators, PDs	autumn	MA coordinator	Quality assurance system		Continued 2013 in Education council
	Survey of UID student satisfaction.	PDs, coordinators, Ställverket	April/May	HD	VB		Continued 2013 in Education council and/or EHS group
Students and staff work with developing teaching and learning forms that promote creativity	Evaluation of and suggestions for physical environment at UID	Staff & students	spring	HD, Rector			Discussions held at School meeting and Staff meeting
The international environment at UID is kept and further developed.	International recruitment strategies for students	HD, PDs, RD	Spring/autumn	Rector			Continued 2013 in Education council, Collaboration council and Flurkmark group
Strengthened research connection in all programmes and courses	Strategies for inclusion of design research perspectives or methods in all educations	RD, PDs	continuous	Rector			Continued 2013 in Education council, Research council and Flurkmark group
	Scholarships. Strategic work for fundraising and other solutions.	HD, PDs, RD, UmU, UAC	continuous	Rector, HD	VB		Ongoing discussions with strategic partners through Flurkmark group
Balance between internal and external staff.	International recruitment strategies for teachers	UmU, HD, PDs, RD	spring	Rector, HD			Focus on teacher recruitment administration
	Recruitment of teachers in core subjects	HD, PDs, RD	spring	Rector, HD			Position announced, recruitment ongoing
	All programmes have a strong leadership.	HD, PDs, RD	continuous	Rector, HD			
	Strategies for staff/teacher exchange	MA coordinator, HD, PDs, RD	spring	HD	Competence development plans		To be worked on in Collaboration council and Education council
Increased number of qualified applicants.	Participation in student fairs, conferences, own arrangements for presumptive students,	HD, PDs, RD, UmU	continuous	HD	VB		UmU gymnasiedag 2012
	Specific strategies for increased Nordic visibility, for recruiting to the Industrial Design Programme	PD BA, UmU	spring	Rector			To be worked on in Education council and collaboration council
	Specific strategies for increased European and global visibility, for recruiting to the MA programmes and 1-yr courses	PDs MA/SSC	spring	Rector			To be worked on in Collaboration council and Education council

Application and admission procedure	Overview of admission criteria, portfolio demands and evaluation models in order to make application as open and unbiased as possible	PDs,	autumn	Rector	Quality assurance system		To be worked on in Education council
Employability	Degree events in which degree students present their work to professionals, and meet them in both professional and social activities.	HD, PDs, RD	spring	Rector, HD	VB		UID '12 held, with activities to promote employment/employability
Elective courses at UID and/or UAC	Investigate possibility of joint UID /UAC/UmU courses, through PtF and other strategies.	UAC, UmU, HD, PDs, RD	continuous	Rector			PtF 12 held in jan/feb. Joint course for 1 st year art, design and architecture students held.
Examination forms assure high quality	Quality assurance of examination criteria for projects in relation to course syllabi	PDs	spring	Rector	Quality assurance system		All programmes are actively working on reviewing criteria.
Joint routines for setting assessment criteria and documenting material that examination and assessment is based on	Joint routines for documenting all types of material that assessment is based on (including oral and visual) in projects/courses/degree projects	PDs, DHD	Autumn	Rector	Quality assurance system		To be worked on in Education council
	Routines and guidelines for students and course responsables for uploading degree reports and visual material for documentation in DiVA	PDs, Coordinators	spring	DHD	Quality assurance system		To be worked on in Education council
	Revision of degree descriptors (examensbeskrivningar) in relation to course syllabi for all programmes.	DHD, HD, PDs,	autumn	Rector	VB		Ongoing as part of preparation for HSV evaluation

2. Research

Goal	Activities	Resource	Time plan	Responsible	Follow-up	Green/Red/Yellow	Comments, goal fulfilment
UID is positioned as a strong research environment with internationally leading research in industrial design, and is well known internationally and nationally	Increased international and national networking and exchange through research collaborations, conferences and visiting researchers	RD, HD	continous	Rector	VB		DRS symposium, DRS conference, phd students attending conferences.
	Increased visibility of research activities on UID web. All projects – ongoing and past – are listed and described, including visuals of process, results and ev. publications.	HD, Rector, PhD students, staff involved in research/artistic development work	spring	RD			Template produced for layout and content, but not carried through completely
	Preparations for DRS 2014 conference are used as networking and information/communication channel for research activities	HD, PDs, RD	continous	RD, Rector			
	PhD education: Development of routines and criteria for course and term evaluations independent of ISP follow-ups.	Rector, HD	spring	PhD director	Quality assurance system, Guidelines for PhD education		Policy revised and added to.
	PhD education: All new inhouse PhD tutors who do not yet have formal university PhD tutoring training take that course as part of their competence development.	PhD supervisors	continous	HD	Competence development plans		Follow-up at development talks.
	Clear structure for checkpoints during PhD education.	PhD supervisors	spring	PhD director	Quality assurance system, Guidelines for PhD education		To be worked more on in Research council.
Increased number of research projects funded by VR or other similar financiers and have a good balance between	Application to VR for project in industrial design that combines basic research, applied research and PhD project within one of our prioritised areas of research	All staff involved in research/artistic development work	spring	RD, Rector	VB		

different kinds of external research funding							
	Continued contacts with other departments at UmU and other universities in order to investigate possibilities for research collaboration and joint applications	All staff involved in research/artistic development work, UAC, UmU	continuous	Rector	VB		Meeting held with Cognitive science/Psychology department about future collaboration.
	Promote and broaden competence in writing funding applications through seminars and inviting successful researchers to share experiences of writing successful applications	All staff involved in research/artistic development work	continuous	RD			To be worked on in Research council
Faculty financed research time.	All staff that are qualified, apply for faculty funded research time. Dialogue with Faculty about criteria for assessing artistic development work.	All staff involved in research/artistic development work		HD, RD	VB, Competence development plans		Staff applying for research funding from the Faculty were not given funding.
All permanent staff are active in research related activities or artistic development work	Time and plan for research activities and/or artistic development work included in competence development plan and staff plan	All staff involved in Teaching/research/artistic development work	Spring/autumn	HD, DHD	Competence development plans		Included in plans.
	Seminar as arena for sharing knowledge and experiences. Clear seminar infrastructure and seminar responsible.	Rector		RD			Seminars held during 2012
Increased number of publications and increased conference participation with papers/presentations	Seminars about publication strategies. Increased number of work-in-progress seminars on articles or papers by UID staff		continuous	RD			To be worked on in Research council
	Resources and routines for staff applications for financial aid for travel to conferences etc. if funding cannot be found elsewhere	coordinators	spring	HD, RD			To be considered in Budget 2013
Recruitment of research competence: PhD students, professors, post docs	Recruitment of 2 doctoral students	RD, UAC	autumn	HD, Rector	VB		Announced 2012
	Recruitment of 1-2 post docs	RD, UAC	autumn	HD, Rector	VB		Announced 2012
	Recruitment of professor(s) and/or senior lecturer(s) in	RD, UAC	spring	HD, Rector	VB		Senior lecturerAnnounced

	industrial design with academic or artistic research competence/potential						2012
Guest researchers and guest professors regularly come to UID for research periods and contribute to strengthening the research environment	Strategic plan for increasing number of visiting guest researchers and professors at UID, and for UID researchers and PhD students to spend research time elsewhere.	RD, UAC	spring	Rector, RD			To be worked on in Research council
Research information.	All staff and PhD students regularly document their publications in Diva, and published articles/papers are listed on UID web.	All staff involved in research/artistic development work	Continuous	RD	VB		Some publications listed in Diva, not all.
	Preparations for DRS 2014 conference are used as a channel for communicating our design research.	DHD	Continuous	RD, Rector	VB		DRS symposium held autumn 2012
	Documentation and description of ongoing and previous research projects and artistic development work projects on UID web site.	HD, researchers and PhD students	spring	RD			To be worked on in Research council with comms officer

3. Cooperation and innovation

Goal	Activities	Resource	Time plan	Responsible	Follow-up	Green/Red/Yellow	Comments, goal fulfilment
International and national meeting place. UID is established even more as a dynamic meeting point for design professionals and researchers.	We arrange exhibitions and events in-house and on UAC which attract key actors in the design profession and in design research.	HD, PDs, RD	Continuous	Rector	VB		UID 12 and exhibition held in Umeå in June. Exhibition at Semcon in Gothenburg.
	Prototyping the Future-week, for staff, students and as event for design professionals to meet us and each other.	HD, PDs, RD	spring	Rector, HD			Held spring 2012
	Joint exhibition to be held in collaboration with the other UAC schools and Bildmuseet.	UAC, HD, PDs, RD	spring	HD, Rector	VB		Held as part of UAC inauguration spring 2012
	UID Design talks held in relation to degree	HD, PDs, RD	Spring	Rector, HD	VB		Held June 2012

	exhibition, to be marketed to strategic partners and established as an internationally known design event						
Increased collaborative activities with other educators, institutions, universities, companies and consultancies in design.	Identify strategic partners for increasing collaboration, including student and teacher exchange.	HD, PDs, RD	spring	Rector	VB		Ongoing
	Facilitate for our teachers and students to do exchange periods and/or internships in the professional design field.		Continuous	HD	VB		Ongoing
Increased external cooperation, new forms of building strategic relations.	Professional communication and strategic planning through applying a CRM system, in cooperation with UmU.		spring	Rector, HD			Attempts done to solve it on central level, not yet resolved.
International and national cooperation.	Continued strategic work with local design organisations and strategic cooperating partners, for example Länsstyrelsen Umeå Kommun, Region Västerbotten, ENS, Uminova Innovation, Design Västerbotten,	PDs, RD	Continuous	Rector, HD	VB		ongoing
	Strategic work in national and Nordic design networks and other environments: Designfakulteten, SVID, Cirrus, government etc.	PDs, RD	Continuous	Rector, HD	VB		ongoing
	Strategic work on European and international levels within design networks and other strategic contexts: Cumulus, DRS, EU, other strategic partners.	HD, PDs, RD	Continuous	Rector, HD	VB		ongoing
	Find more ways to cooperate in research and education with other departments at UmU.	HD, PDs, RD	Continuous	Rector, RD	VB		
Umeå Arts Campus. We work for a dynamic and rewarding cooperation in education, research and external projects at UAC, with the other UAC units, UmU	Development of joint courses and staff/teacher/research cooperation at UAC.	UAC, UmU, PDs, RD	Continuous	HD, Rector	VB		

departments and external partners.							
	UAC information and communication routines for sharing and participating in each others ongoing activities	UAC	spring	HD, Rector			
	Strategic planning for joint exhibitions, events and Open house activities.		spring	HD, Rector			
	Investigate possibilities for cooperation in administration and pooling of resources.	UAC	Continuous	HD	VB		

4. Support functions

Goal	Activities	Resource	Time plan	Responsible	Follow-up	Green/Red/Yellow	Comments, goal fulfilment
New structure for organisation and leadership.	Revision and implementation of a new structure for organisation and leadership, including revision of work groups etc.	PDs, RD	spring	HD, Rector	VB		Decided December 2012
	Leadership skills development activities for programme directors.	Staff administrator	spring	HD, Rector	VB		Planned and carried out in 2012
	Work descriptions for technical support staff.	Staff administrator,	spring	HD	Quality assurance system		Done.
	Work descriptions for all teaching staff.	Staff administrator, Rector	autumn	HD	Quality assurance system		Postponed to 2013
Staff recruitment.	Recruitment of lecturers and/or professors in basic areas, on both academic and artistic foundation.	Staff administrator	spring	HD, Rector	VB		Open announcement: senior lecturer.
	Recruitment plan for strategic competencies in administrative and technical support: research engineer, workshops etc.	Staff administrator	spring	HD, Rector	Competence management plan		Plan revised april 2012
Competence development of all staff both in professional field and academically through research, artistic development work and exchange with design organisations	Incentives and encouragement for staff to find relevant competence development activities, including artistic development work.	All staff	continous	HD, Rector			Ongoing

and other educators.							
Information and communication. Our internal and external communication works well on all levels, and in different media in order to support recruitment, cooperation and marketing to/of UID.	UID has a clear and consistent voice in external and internal communication.	RD, PDs, all staff		Rector, HD			Ongoing work on core values
	Recruitment of information officer at UID.	UmU		HD			Completed, starts in feb 2013
	Strategies for establishing internal/in-house information channel.	PDs, RD		HD			Postponed, later for comms officer
	Routines for internal and external communication on web and other media, as well as events, and on different levels (internal, external, national, international)			HD, Rector			Postponed, later for comms officer
	Development of coherent and flexible information material (connecting web material and physical material – brochures etc.)			HD, Rector			Postponed, later for comms officer
	Strategies and joint routines for handling and passing on external contacts	UmU, PDs, Rector	spring	HD	Quality assurance system		Collaboration council & comms officer
	Systematic work with alumni cooperation and contacts with other design schools in order to build our network (staff and students)	MA coordinator, PDs, RD, Coordinators	continous	Rector	VB		Collaboration council & comms officer
	Development of routines for systematic documentation of UID media coverage.	Web coordinator		HD, Rector	Quality assurance system		Collaboration council & comms officer
	Coordination of routines and use of the same kind of information and documents for purchase, confirmation & UID information to external teachers/tutors	PDs, coordinators	autumn	HD	Quality assurance system		Collaboration council & comms officer
Functional facilities adapted to our varied needs.	Planning of possibilities for more efficient and creative use of our facilities (studios, lecture rooms, holkens, auditorium, common areas)	All staff and students	spring	HD			Ongoing
	Investigate possibilities of re-using and/or expanding our facilities	All staff and students	spring	HD			Ongoing

Administrative systems and routines developed further to support activities at UID and UAC.	Routines for staff planning for in-house staff and external teachers, in synchronisation with routines for Grand Plan meetings	DHD, PDs, Staff administrator	spring	HD	Quality assurance system		BPS system in use
Students and staff are well aware of and actively engaged in the work with equal opportunity issues and work environment issues.	Activities for strengthening communication and sharing of information to promote sense of community at UID and UAC. <i>See respective plans for work environment and equality/equal opportunity work.</i>		continuous	HD			Ongoing
All activities at UID are based in a sustainability approach, and strive to the least possible negative environmental impact.	<i>See plans for work environment and sustainability.</i>		continuous	HD, Rector			Ongoing
Action plan based on UmU co-worker survey 2011	<i>See plan for work environment</i>			HD			