



Designhögskolan
 Bilaga till Verksamhetsplan 2012-2014
 Förlängd till 2013-06-01
 Uppföljning 2014-01-15

Umeå Institute of Design Action Plan 2012-2013

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 2012-2013

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
LG	Leadership group / Ledningsgrupp
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.	LG	continuous	Rector	VP/VB		PtF carried out in February 2013.
	Continuous competence development of all teaching staff: professional skills, research, artistic development work	All staff involved in Teaching/research/artistic development work	continuous	HD	Competence development talks & plans		Development talks offered to all staff. 23 talks held during April and May.
	Development of the basic skills areas in industrial design	LG	continuous	Rector	VP/VB Competence management plan		Ongoing competence development of all staff, and initiatives to recruit necessary competence.
	Overview and further development of master programmes.	LG		Rector	VB		Ongoing process in the leadership group.
	Overview and development of SSC.short courses	SSC responsible	spring	EC chair	VB		Ongoing process in the leadership group.
	Evaluation of one-year courses, strategic choices of how to develop.	Education council	autumn	Director SSC	VB		Ongoing
	Explore more ways of connecting design research and design educations	Research council, Education council	continuous	RD			Ongoing
	Skills courses and competence development courses for professionals (uppdragsutbildning)	Education council, Collaboration council	continuous	Rector	VB		Ongoing development work. One commissioned education for Kia motors given autumn 13-spring 14.
	Joint UID routines for handling course evaluations (including communication to	Education council		EC chair	Quality assurance system		Not done yet.

	students) in accordance with Faculty policy						
	Survey of UID student satisfaction.	EHS group, Education council	Spring term	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	Education council, Collaboration council, Comms. officer	Spring/autumn	Rector			Ongoing inventory work being done by Comms officer autumn/winter 2013
Strengthened research connection in all programmes and courses	Strategies for inclusion of design research perspectives or methods in all educations	Education council, Research council	continuous	Rector			Ongoing. Discussions in research council, plan for several initiatives. Summer research internship for students during 2013.
	Scholarships. Strategic work for fundraising and other solutions.	LG, UmU, UAC	continuous	Rector, HD	VB		Ongoing in discussions with companies and strategic partners.
Balance between internal and external staff.	International recruitment strategies for teachers	UmU, LG	spring	Rector, HD			Not formulated.
	Recruitment of teachers in core subjects	LG	spring	Rector, HD			Position announced, recruitment ongoing
	All programmes have a strong leadership.	LG	continuous	Rector, HD			All programmes have in-house leadership
	Strategies for staff/teacher exchange	Collaboration council, Education council	spring	Chair Collaboration council	Suggested strategy for exchange		Not formulated yet.
Increased number of qualified applicants.	Participation in student fairs, conferences, own arrangements for presumptive students,	Education council, Collaboration council, Faculty	continuous	Comms officer	VB		UmU gymnasiedag 2013
	Specific strategies for increased Nordic visibility, for recruiting to the Industrial Design Programme	Education council, Collaboration council, Faculty	spring	Comms officer			Not formulated yet.
	Specific strategies for increased European and global visibility, for recruiting to the MA programmes and 1-yr courses	Education council, Collaboration council, Faculty	spring	Comms officer			Not formulated yet.
Application and admission procedure	Overview of admission criteria, portfolio demands and evaluation models in order to make	LG, Education council	autumn	Rector	Quality assurance system		Not done.

	application as open and unbiased as possible						
Employability	Degree events in which degree students present their work to professionals, and meet them in both professional and social activities.	Comms officer, Collaboration council, Staff, students	spring	Rector, HD	VB		UID 13 Design talks and degree exhibition held in June 13. Online streaming of talks had more than xxx viewers. Several projects exhibited at Semcon, Gothenburg.
Elective courses at UID and/or UAC	Investigate possibility of joint UID /UAC/UmU courses, through PtF and other strategies.	UAC, UmU, Education council, Collaboration council	continuous	Rector			Ongoing
Examination forms assure high quality	Quality assurance of examination criteria for projects in relation to course syllabi	Education council	spring	Rector	Quality assurance system		Done in connection to the UKÄ evaluation
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	Education council, computer technicians, coordinators		Rector	Quality assurance system		No joint routines..
	Routines and guidelines for students and course responsables for uploading degree reports and visual material for documentation in DiVA	PDs, Coordinators, Education council	spring	Chair Education council	Quality assurance system		Carried out.
	Revision of degree descriptors (examensbeskrivningar) in relation to course syllabi for all programmes.	Education council	autumn	Rector	VB		Done in connection to UKÄ 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	LG, staff, phd students	continuous	Rector	VB		Ongoing.
	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.	Comms officer, PhD students, staff involved in research/artistic development work	spring	RD			Template produced for layout and content, but not carried through completely
	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	continuous	HD	Competence development plans		Not applicable.
	Clear structure for checkpoints during PhD education.	PhD supervisors	spring	PhD director	Quality assurance system, Guidelines for PhD education		The whole phd education revised in autumn 2013.
Increased number of research projects funded by VR or other similar financiers and have a good balance between different kinds of external research funding	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		Not carried out.
	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		Ongoing.
	Promote and broaden competence in writing	Research council, Design seminar		RD			

	funding applications through seminars and inviting successful researchers to share experiences of writing successful applications						
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		HD	Competence development plans		Included in competence development plan, raised in all competence development talks.
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	Seminar	continous	RD			Work-in progress papers more often presented. No publication seminar given (?)
	Development of routines for staff applications for financial aid for travel to conferences etc.	Research council	spring	HD			Rules and routines for PhD student travel and expense funding established.
Recruitment of research competence: PhD students, professors, post docs	Recruitment of 2 doctoral students	RD		HD, Rector	VB		3 PhD students enrolled during autumn 2013.
	Recruitment of 1-2 post docs	RD		HD, Rector	VB		1 post-doc joined UID in autumn 2013, the other accepted post doc declined.
	Recruitment of professor(s) and/or senior lecturer(s) in industrial design with academic or artistic research competence/potential		spring	HD, Rector	VB		Senior lecturer Announced 2012, but position not filled. Request made to Faculty to open an professorship in ID.
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.	Research council		Rector, RD			Not defined yet.
Research information.	All staff and PhD students regularly document their publications in Diva, and published articles/papers	PhD studies coordinator, Research council	Continuous	HD	VB		Reminders to all research active staff to publish in Diva. Publications not yet listed on UID web.

	are listed on UID web.						
	Preparations for DRS 2014 conference are used as a channel for communicating our design research.	Comms officer	Continuous	RD, Rector	VB		
	Documentation and description of ongoing and previous research projects and artistic development work projects on UID web site.	RD, researchers and PhD students, Rector	spring	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.	Comms officer, Collaboration council, staff, students	Continuous	Chair Collaboration council	VB		UID design talks and degree exhibition arranged June 2013.
	Prototyping the Future-week, for staff, students and as event for design professionals to meet us and each other.	Staff and students	spring	Rector, HD			Held February 2013
	UID Design talks held in relation to degree exhibition, to be marketed to strategic partners and established as an internationally known design event	Collaboration council, comms officer	Spring	Rector, HD	VB		Held June 2013. All talks streamed online. Catalogue produced for Christmas 2013.
Increased collaborative activities with other educators, institutions, universities, companies and consultancies in design.	Identify strategic partners for increasing collaboration, including student and teacher exchange.	Collaboration council, Education council, Research council	spring	Chair Collaboration council	VB		Ongoing talks with LKAB. Agreement signed with Skogstekniska klustret. Student exchange ongoing work. Staff exchange to be done.
	Facilitate for our teachers and students to do exchange periods and/or internships in the professional design field.	Collaboration council	Continuous	HD	VB		No strategy yet.
Increased external cooperation, new forms of building strategic	Professional communication and strategic planning through applying a CRM	UmU, comms officer	spring	Chair collaboration council			Talks have been held with UmU. No action yet on that part.

relations.	system, in cooperation with UmU.						
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.	LG, comms officer	Continuous	Rector, HD	VB		Ongoing good connections with regional actors. Projects done with the Municipality in courses. Participation in different visits and events with Municipality, Länsstyrelsen, RV and others. One UID member in the Design Vb board (Per Sihlén).
	Strategic work in national and Nordic design networks and other environments: Designfakulteten, SVID, Cirrus, government etc.	LG, comms officer	Continuous	Rector, HD	VB		Rector chair of SVID and Designfakulteten. Presence at Cirrus meeting. Hosted a Designfakulteten internat in December 2013.
	Strategic work on European and international levels within design networks and other strategic contexts: Cumulus, DRS, EU, other strategic partners.	LG, comms officer	Continuous	Rector, HD	VB		UID presence at Cumulus meetings. Rector participated in EU meetings.
	Find more ways to cooperate in research and education with other departments at UmU.	LG + councils	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 departments and external partners.	Development of joint courses and staff/teacher/research cooperation at UAC.	Collaboration council, Education council, UMA, UAFA, HumlabX	Continuous	HD, Rector	VB		Joint course given for 1 st year students at UID, UMA and Art school. No research collaboration, or new courses, at UAC.
	UAC information and communication routines for sharing and participating in each others ongoing activities	LG, Collaboration council	spring	Comms officer			Decision that all units at UAC participate in a joint screen based information system, to be implemented in 2014.
	Strategic planning for joint exhibitions, events and Open house activities.	Collaboration council, Comms officer	spring	HD, Rector			Discussions held with Bildmuseet and Art school about exhibition possibilities. Open house plan ongoing.
	Investigate possibilities for cooperation in administration and pooling of resources.	UAC	Continuous	HD	VB		Ongoing discussion about possibilities through UAC leadership meetings and UAC admin/tech meetings.

4. Support functions

Goal	Activities	Resource	Time plan	Responsible	Follow-up	Green/Red/Yellow	Comments, goal fulfilment
New structure for organisation and leadership.	Work descriptions for all teaching staff.	Staff administrator, Rector	autumn	HD	Quality assurance system		Not initiated in 2013.
Staff recruitment.	Recruitment of lecturers and/or professors in basic areas, on both academic and artistic foundation.	LG, Staff administrator	spring	HD, Rector	VB		Permission not given by Faculty
	Recruitment plan for strategic competencies in administrative and technical support: research engineer, workshops etc.	Staff administrator	spring	HD, Rector	Competence management plan		Revised in autumn/winter 2013
Competence development of all staff both in professional field and academically through research, artistic development work and exchange with design organisations and other educators.	Incentives and encouragement for staff to find relevant competence development activities, including artistic development work.	All staff	continuous	HD, Rector	Competence development plan		All staff can apply for artistic development work. All staff have had possibility to have competence development talks. Incentives: structures for making possible teaching staff competence development continuation of term/course projects through external funding.
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.	LG, councils		Comms officer			Ongoing improvement work.
	Strategies for establishing internal/in-house information channel.	Comms officer		HD			Strategy not established.
	Routines for internal and external communication on web and other media, as well as events, and on different levels (internal, external, national, international)	Comms officer, councils, LG		Comms officer			Routines not established.
	Development of coherent and flexible information material (connecting web material and physical material – brochures etc.)	Collaboration council		Comms officer			
	Strategies and joint routines for handling and passing on external contacts	Comms officer, collaboration council, LG	spring	Chair collaboration council	Quality assurance system		Routines established.

	Systematic work with alumni cooperation and contacts with other design schools in order to build our network (staff and students)	MA coordinator, Comms officer, councils	continuous	Rector	VB		Ongoing
	Development of routines for systematic documentation of UID media coverage.			Comms officer	Quality assurance system		Ongoing
	Coordination of routines and use of the same kind of information and documents for purchase, confirmation & UID information to external teachers/tutors	Education council, coordinators, administrators	autumn	HD	Quality assurance system		
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, EHS group, Education council	spring	HD			Discussed at Staff meetings, School meetings and workshops. Changes made for autumn 2013 (IxD studio moved, IDI studio moved, Cintiq studio moved). Tasks given to specific person constellations to look into certain facilities (Art studio, Old library, Black room)
	Investigate possibilities of re-using and/or expanding our facilities	All staff and students, EHS group, Education council	spring	HD			Discussed at Staff meetings, School meetings and workshops. Changes made for autumn 2013 (IxD studio moved, IDI studio moved, Cintiq studio moved). Tasks given to specific person constellations to look into certain facilities (Art studio, Old library, Black room)
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	Education council, Staff administrator	spring	HD	Quality assurance system		BPS system in use. Routines established, but still need to be completely implemented for staff planning.
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 also respective plans for work environment and equality/equal opportunity work.</i>	EHS group, comms officer	continuous	HD			Friday mails from head of department. Routines for sharing meeting minutes online and through mail. Screen based system for UAC. Collective outing opportunity during staff sports day (September 2013). Staff pub for students held.
All activities at UID are based in a sustainability approach, and strive to the least possible negative environmental	<i>See plans for work environment and sustainability.</i>		continuous	HD, Rector			

impact.							
---------	--	--	--	--	--	--	--