



Guidelines for Research Exchange Meetings at the University of Basel

Version 1 | Approved by the President's Office 26.01.2021

This translation of the document "Richtlinien für Scientific Advisory Boards an der Universität Basel" is provided for information purposes only and has no legal force.

Purpose and applicability

The Research Exchange Meetings ('Standortgespräche Forschung') serve the purpose to promote the quality development in the field of research at the University of Basel through a regular exchange between the departments, the faculties and the rectorate. The «Guidelines for Research Exchange Meetings at the University of Basel» regulate the implementation of the Research Exchange Meetings.

The content of this document is reviewed periodically and adapted if necessary.

Subject of the Research Exchange Meeting

The Research Exchange Meetings with the departments and mono-departmental faculties are in the responsibility of the Vice President for Research. The meetings take place annually, unless agreed otherwise.

Subject of the Research Exchange Meetings are research topics that concern the organization of the department or mono-departmental faculty as a unit, the strategic orientation of the unit, the research quality and innovation potential, the research infrastructure, the framework conditions of research, the services, the academic talent promotion, the doctoral training, the gender equality and diversity efforts, the third-party funding acquisition, the scientific outreach, as well as overarching research policy issues (e.g. Open Science, Research Integrity).

In the Research Exchange Meeting, development goals and focus topics for the next SAB site visit are discussed and defined.

Agenda Setting and preparatory documents

The department and/or faculty as well as the rectorate contribute items to the agenda.

The discussion is based on the following documentation: the SAB dossier, the SAB report, the Commentary on the SAB report, and if applicable other additional research indicators.

The Vice President's Office for Research consolidates the final agenda with departments and faculties at least two weeks prior to the meeting.

Documentation

The Vice President's Office for Research is responsible for keeping the minutes of the results and for archiving the preparatory documents.