



## Policy for research centres at the School of Communication and Culture, 2023-2028

The research conducted at the Faculty of Arts is organised in three general levels:

- Network-oriented research collaboration at one or more schools initiated by researchers themselves.
- Research organised internally by each individual school.
- Cross-faculty research programmes or centres.

There is no basic difference in the priorities of the three levels, which only reflect their organisational ownership. The principles and overall framework for the organisation of research at the School of Communication and Culture are presented and defined in a memo entitled [Research organisation at IKK, 2023-2028](#).

*Below, you will find an extract from this memo.*

School staff are welcome to propose that centres should be established. Research centres at the school form the framework for a group of researchers with a clear focus on a specific research area and a clear, proven need for a strong external profile. It is possible to collaborate across different schools/faculties.

Here are some examples of the activities carried out by research centres: joint publishing, collaborating and developing applications, inviting visiting professors, PhD courses, workshops, conferences, and sharing knowledge with society.

### 5.1 Applications and evaluations

- Applications for the establishment of new centres can be submitted each year and should be sent to the research consultant. The appropriate application form must be used, and applications (including appendices) must be no more than eight pages long. Research centres are set up for a four-year period.





- Applications will be discussed by the research committee, the school management team and the school forum, after which the head of school will make the final decision.
- Centres involving collaboration agreements with parties from outside the Faculty of Arts are subject to the approval of the dean or rector.
- In order to prevent initiatives from overlapping, the head of school must consult the other schools (to discuss the name of the centre, for instance).
- The school will inform the faculty of decisions to establish new school-based research centres.
- Research centres will be evaluated after four years. This evaluation will be performed by the research committee and the programme director responsible. Centres can be discontinued on the joint initiative of the centre director and programme director if they have been inactive for a lengthy period of time.
- At the end of the four-year period, research centres can re-apply for centre status. When re-applications for centre status are made, the final decision regarding continuation will be made depending on the evaluation and a separate, new application.

## 5.2 Framework of research centres

- Research centres may involve collaboration between more than one school or department, although they must have an organisational base at one particular school.
- Each centre must have a centre director. As a general rule, each centre director may only be the head of one research centre.
- Centres must always be affiliated with the research programme that is deemed to be the most academically relevant by the centre director. Members of centres are allowed to be primary members of programmes other than the programmes with which their centres are affiliated.
- The programme is the central point of focus for feedback regarding (and the development of) the centre's activities.
- The deputy head of school for research will convene an annual seminar for centre directors to support knowledge sharing and feedback at school level. This seminar may also contribute to the evaluation of the centre's activities.
- Centres may not be places of employment for the staff taking part in their activities. Centre directors at school-based research centres do not have HR responsibilities, but they are in charge of collaboration regarding the centre's research activities.
- The school's research centres must be presented on the school website and may also choose to be presented on the research programme website.
- A website must be created for each centre, and the centre director is responsible for keeping it up to date.



### **5.3 Financial issues**

- The school is responsible for the funding of school-based research centres, but funding may also be based on external project funding or similar sources of funding. The approval of school centres does not imply any guarantee of funding or compensation for the hours of work invested in them.
- Research centres are entitled to submit direct applications for the funding of their activities.
- Applications for funding for operating costs can be submitted each year. The deadline and guidelines for applications will be announced in the newsletter no later than one month before the deadline.
- Research centres which are set up in accordance with the school's centre policy can normally achieve funding of no more than DKK 10,000 per annum. Funding is allocated with due consideration for the number of centre participants and the organisational foundation of the activities in question.