HRS4R Survey - Questionnaire for **supervisors**.

This survey is part of the work on mapping how well INL today meets the 40 principles of the European Charter and Code for Researchers.

This part of the HRS4R questionnaire is for those of us who **are supervisors**. If you **also** belong to the category of supervisees, i.e. are **being** supervised, please indicate your **dual role** below, and don't forget to answer also the **second survey**.

1. Please choose which category you belong to

   ◯ I am a supervisor.

   ◯ **I am** a supervisor **and I have** a supervisor.

2. I have already filled out the other questionnaire addressing me as a supervisee, i.e. being supervised.

   ◯ Yes

   ◯ No

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Ethical and Professional Aspects

In this section we are asking a few questions concerning research freedom, professional responsibility, accountability, good research practice, appraisal and public engagement.

3. Do you consider that there are aspects at INL which limit your research freedom?

○ Yes

○ No

4. Which aspects at INL do you consider limit your research freedom?
   If other - please specify.

☐ Staff rules

☐ Intellectual Property Policy

☐ Budgetary constraints

☐ [   ]

   Other

5. A bioethical committee would be important for INL operations.

	1	2	3	4	
I strongly disagree	○	○	○	○	I strongly agree

6. How familiar are you with the importance of attributing credit and responsibility for work in collaborative research in your research field?

○ Fully

○ Partially

○ Not at all

7. Are you in charge of a project budget?

○ Yes

○ No

8. Are there established financial methods to keep your project accountability up to date?

○ Yes, I use them and they are up to date and work properly.

○ Yes, I use them, but they fail to be updated as needed.

○ I am not aware of these.

9. Which policies and guidelines for data storage do you have in place (in your research field)?

If other - please specify.

☐ Use of Laboratory Notebook

☐ Use of INLs Outlook Digital Drive

☐ Use of Personal Digital Drive

☐ [   ]

   Other

10. Are you aware of the FAIR (Findability, Accessibility, Interoperability, and Reusability) data principles?

○ Yes. I have been implementing them for a long time.

○ Yes. I am starting to implement them.

○ No

11. How engaged are you in INL outreach activities?

○ Fully - as part of my regular activity.

○ Regularly - on a needed basis

○ Occasionally

○ Rarely

12. The current INL evaluation scheme (EPAS) is taken into consideration in the context of career progression.

	1	2	3	4	
I strongly disagree	○	○	○	○	I strongly agree

Recruitment and Selection

In this section we are asking a few question concerning Recruitment and selection procedures, i.e.Transparency, how mobility, seniority etc. is recognised and procedures for appointing postdocs.

13. INL job advertisements clearly specify the requirements for the available positions.

	1	2	3	4	
I strongly disagree	○	○	○	○	I strongly agree

14. I was properly informed about the selection criteria for the position I applied for.

	1	2	3	4	
I strongly disagree	○	○	○	○	I strongly agree

15. It is clear that an appointment as postdoc at INL is transitional, and that the purpose is to provide **additional** development opportunities within research.

	1	2	3	4	
I strongly disagree	○	○	○	○	I strongly agree

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Section

16. Do you supervise members of personnel having external grants?

○ Yes

○ No

17. How aware are you of the specific conditions of different grant agreements?

○ Fully

○ Partially

○ Not at all

18. How much help do you offer (to your supervisee?) in following the requirements of the grant?

○ Full support

○ Partial support

○ No support at all

Training and Development

In this section we are asking questions concerning the relations between supervisor and supervisee, supervision duties, professional development and the access to career advice and training.

19. Do you have regular meetings with the people you supervise at INL where you give feedback on their work progress and research findings?

○ Yes

○ No

20. What is the typical periodicity of these meetings:

If other - please specify.

○ Weekly

○ Bi-weekly

○ Monthly

○ Quarterly

○ Annually

○ [   ]

Other

21. Are these meetings general or are you alone with your supervisee?

If other - please specify.

○ It's only me and my supervisee

○ We are normally a group

○ [   ]

Other

22. Who is responsible for keeping records of work progress and research findings?

If other - please specify.

○ I am responsible

○ My supervisee is responsible

○ I don't know

○ [   ]

Other

23. All members of my team have a clear research/working plan with defined milestones, deliverables and/or research outputs.

	1	2	3	4	
I strongly disagree	○	○	○	○	I strongly agree

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24. My working relation(s) with the people I supervise at INL is/are good.

	1	2	3	4	
I strongly disagree	◯	◯	◯	◯	I strongly agree

25. If you were to change anything regarding your working relationship with the people you supervise, what would that be?

26. Do you supervise PhD students?

◯ Yes

◯ No

27. Do you have regular meetings with the supervisor(s) at the university/universities at which your PhD students are enrolled?

◯ Yes

◯ No

28. What is the typical periodicity of these meetings:

If other - please specify.

○ Weekly

○ Bi-weekly

○ Monthly

○ Quarterly

○ Annually

○ [   ]

Other

29. As a supervisor your role is multi-faceted. Besides your technical/scientific skills, how frequently do you normally* devote attention to improve your skills regarding supervision and managerial duties by attending formal training/workshops?

* That is when society is not locked down by a pandemic.

○ Every month

○ Every six months

○ At least once a year

○ Every second year

○ I have never attended any formal training.

30. Please select which kind of activities to improve your skills above you have participated in during the last 4 years:

If other - please specify.

☐ Formal training (giving credits, grades, certificates etc.)

☐ Workshops

☐ Conferences

☐ e-learning

☐ [   ]

Other

31. Please select which areas you have mainly devoted your attention to

If other - please specify.

☐ Mentorship

☐ Career advisory

☐ Leadership

☐ Project management

☐ Science communication

☐ [   ]

Other

32. Estimate your **needs for improving** the skills listed below

	Very low	Low	Intermediate	High	Very high
Mentorship	○	○	○	○	○
Career advisor skills	○	○	○	○	○
Leadership	○	○	○	○	○
Project management	○	○	○	○	○
Science communication	○	○	○	○	○

33. As a supervisor you are a role model for the early stage researchers. In this role, the question of career advice becomes important. Which of the following do you find most valuable when providing career advice? Make a ranking where you put the most valuable at the top.

Experience from a variety of workplaces

Experience from international workplaces

Experience from working in industry

Experience from working at university

Formal training in career guidance

Other - specified below

34. If you ranked an "other"-alternative above, please specify.

[   ]

35. Making a career and/or keeping up standards within research means continuous **professional development**. How frequently do you normally***** devote attention to expand your skills and competencies within your **scientific area**?

* That is when society is not locked down by a pandemic.

○ Every week

○ Every month

○ Every six months

○ At least once a year

○ Less than once a year

36. Please select which kind of professional development you have participated in during the last 4 years:

If other - please specify.

☐ Formal training (giving credits, grades, certificates etc.)

☐ Internal training at INL

☐ Workshops – online and/or on site

☐ Conferences – online and/or on site

☐ MOOCs (Massive Open Online Course) or other types of e-learning

☐ On site courses at university

☐ [   ]

Other

37. When writing project proposals, do you consider budgeting for continuous professional development of your team?

○ Yes

○ No

38. Please select which kind of professional development you have considered:

If "Other" - please specify.

☐ Formal training (giving credits, grades, certificates etc.)

☐ Workshops – online and/or on site

☐ Conferences – online and/or on site

☐ MOOCs (Massive Open Online Course) or other types of e-learning

☐ On site courses at university

☐ [   ]

Other

39. INL provides support and guidance for improving my professional development and for improving my skills and competencies.

　　　　　　　　　　　1　　2　　3　　4
I strongly disagree　○　　○　　○　　○　　I strongly agree

40. INL provides support and guidance for improving my employability.

　　　　　　　　　　　1　　2　　3　　4
I strongly disagree　○　　○　　○　　○　　I strongly agree

41. Which experiences and/or training do you believe a supervisor needs to have?

42. How does your group/employer ensure the capability of a supervisor?

If "Other" - please specify.

☐ Initial evaluation at the time of hiring (in terms of supervision track record)

☐ Continuous evaluation of supervision performance onsite

☐ Require formal training in supervision

☐

Other

43. What do you believe an employer should consider to ensure the capability of a supervisor?

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44. INL provides adequate training in supervision skills.

                              1   2   3   4

I strongly disagree ◯ ◯ ◯ ◯ I strongly agree

45. Do you have supervisors at different levels (e.g. some supervise MScs others PhDs and some Postdocs) in your group?

◯ Yes

◯ No

46. How is this structured?

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47. How much of your time (not only the time you actually spend with your supervisee(s) - but also planning etc.) is allocated to supervision?

○ < 1 h/week/supervisee

○ 1-2 h/week/supervisee

○ 3-5 h/week/supervisee

○ > 5 h/week/supervisee

4/7/2022

Microsoft Forms