

PORTFOLIO OF INSTITUTIONAL AND SOCIETAL ENGAGEMENT

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1. Context

This portfolio suggests elements which professorial staff can cite to describe and demonstrate what they aim to achieve or have achieved within the context of institutional and societal engagement.

These suggestions are not exhaustive or mandatory: not all elements in this list must therefore be demonstrated and elements not included below can also be introduced. This serves as a framework for *inspiration* only and should not be understood as a checklist of elements that must all be achieved.

The portfolio of Institutional and Societal engagement complements the portfolios of Teaching, Research, and People management and Leadership.

This portfolio can serve as an aid when completing and evaluating the 'integration text', 'reflection report', and 'evaluation report' templates (which are part of the career and evaluation model for professorial staff).

2. Two dimensions

Engagement is made up of two dimensions.

On the one hand the dimension labelled as 'institutional' engagement (sometimes referred to as 'internal service'): activities which contribute to the efficient operation of the university.

On the other hand 'societal' engagement (sometimes referred to as 'external service' or 'service to society'): activities, based on a Ghent University affiliation, which contribute to society.

This corresponds to what is generically considered in academia as 'service to the institution/society', with the exception of teaching and research valorisation activities that are part of the areas of teaching and research subtasks and contribute to societal/economic impact.

A strict demarcation of Institutional and Societal engagement is not always possible nor necessary. For instance, there are intersections with the dimensions International collaboration, Academic engagement, and Societal/economic impact from the portfolio of research dimensions; the dimension of Educational policy from the portfolio of teaching dimensions; and the various roles and realisations of Leadership.

In general, academic staff is expected to be open to contributing to internal service at Ghent University (taking into account the current regulations that reserve certain university mandates and functions for full professors and senior full professors), and to show (societal) engagement linked to one's role and/or expertise.

3. Suggestions on how to describe and illustrate Institutional and Societal engagement

The level/scope of this engagement is related to the involvement, visibility and impact on the policy and operation of the department/programme/faculty/university.

This *may* include:

a) **Assignments** in faculty and university commissions/councils, advisory boards, steering committees, taskforces/working groups, governance units, limited to managerial/corporate/strategic functions **within Ghent University**, e.g.

- Department chair
- Chair of a Study Programme Committee
- Chair or member of a faculty or university board/committee/council/working group (as formally listed in the [regulations](#) – *in Dutch*), but also:
 - Faculty Committee for Internationalisation (FCI)
 - Committee for Teaching Language , ...
 - Internal Appeals Committee
 - Faculty Committee for Scientific Research (CWO)
 - Doctoral Schools Council, Faculty Doctoral Committee , ...
 - biosafety committees, ...
 - ethics committees, Committee for Human Rights, ...
 - security, prevention and protection committees
 - ...
- Assignments supporting university, faculty, cross-departmental or department specific services and activities such as:
 - faculty library
 - faculty logistics services
 - technical workplace
 - IT & computer hub
 - university collections or Ghent University Museum
 - contributions to alumni relations, on the faculty and/or institutional level
 - an exceptional role/assignment (whether or not linked to a special event)
 - ...
- Assignments supporting the university such as:
 - legal advice

- civil & construction engineering advice
- ICT advice
- advice on educational policy
- language advice
- an exceptional role/assignment (whether or not linked to a special event)
- ...

b) **Societal engagement** may be illustrated by activities such as:

- Initiating, expanding, or consolidating international contacts and collaboration including development co-operation
- Taking up a managerial/corporate/advisory mandate or role at an external organisation/advisory board/discussion forum, etc.
- Representing Ghent University, thus increasing and consolidating collaboration with societal partners and beneficiaries.