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## **Research**

### **Publications**

Are publications systematically documented at your department?

If yes, in which way?

Which publications of your department were released in the period .....

For each publication provide the following information:

- a. Peer-reviewed or not
- b. Coverage: regional/national/international
- c. If available for the discipline: Listing in an index system such as SCI, SSCI or other

Is there an institutionalized cooperation with a publishing company or scientific society concerning publications, i.e. editor, scientific advisor, etc.?

If yes, give details on the publishing company, scientific society, function and time period.

Are there any obligations of your department or members of your department regarding publications?

If yes, in which way (for example editor of a journal of the institution or a book series, etc.)? Please describe shortly!

If applicable to the department (i.e. arts), which other publications (i.e. musical scores, CDs, exhibition catalogues, etc.) appeared in the period .....

Please, provide a list!

### **Research projects**

Which research projects are run at your department?

Is there involvement of other departments or faculties of the university?

Is there involvement of international partners?

Are the individual projects independent or are they thematically linked?

Are there funded research projects at the department?

If yes, provide a list including the funding bodies (i.e. university, government, science foundations, European Community, etc.) and the project holders!

Is there a funded research focus at the department?



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If yes, provide information on the funding body (i.e. university, government, science foundations, European Community, etc.) and the project holder!

Are there research groups at the department?

If yes, which ones?

Do you have a project management (target agreement, clear definition of responsibilities, documentation of tasks, planning meetings, project evaluation, standards for good scientific practice, etc.)?

If yes, which?

To what extent are the research projects associated with the duties in teaching?

Is there a panel for the discussion of research topics and projects?

What is the relevance of the projects with respect to the development of the scientific discipline?

Is societal relevance a criterion for the development of projects?

Are the members of the department aware of and is there a documentation of research support measures?

If yes, briefly comment on!

Does the department publish research reports and/or does it organize workshops on its research work?

If yes, briefly describe!

Does the department support research projects?

If yes, in which way?

### **Review activities**

Have members of the department acted as reviewers for scientific journals in the period .....?

If yes, for which journal and how often? Please provide a list!

Have members of the department acted as reviewers for research support institutions (i.e. government, science foundations, European Community, etc.) in the period .....?

If yes, for which institution and how often? Please provide a list!

### **Supervision**

How many diploma or master theses were supervised in the department in the period .....

Please specify: topic, supervisor(s)

How many doctoral theses were supervised in the department in the period .....



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Please specify: topic, supervisor(s)

### **Conferences**

Which scientific lectures were given and which scientific posters were presented at international/national scientific meetings/conferences/workshops by members of your department in the period .....? Please provide a list!

Which international/national meetings/conferences/workshops were organized by the department or members of the department in the period .....? Please provide a list!

Which international/national meetings/conferences/workshops are in preparation?

### **Cooperations**

Do members of your department or the department as a whole have special international/national research cooperations?

If yes, please describe for each contact:

- a. The cooperating institution
- b. The kind of cooperation
- c. Are these cooperations a result of a request by these institutions or due to your initiative?
- d. Are these cooperations institutionalized, i.e. via an official partnership, a joint research project, etc.?

If yes, how many?

### **Scientific/artistic societies**

Are members of the department members in national/international scientific/artistic societies?

If yes, provide a list!

Do members of the department have functions in national/international scientific/artistic societies (i.e. president, vice-president, treasurer, etc.?)

If yes, please specify!

### **Awards and other scientific recognitions, competitions**

Which awards and other scientific recognitions were given to members of your department for which research achievements in the period .....?



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Did members of the department participate in national/international competitions?  
If yes, provide information on the rankings!

Does the department organize national/international competitions?  
If yes, please provide information on the competition (topic, interval, etc.)!

**Other research achievements and research projects not treated before**

Did your department perform other research activities in the period .....?  
If yes, which (archives, collections, participation in competitions, etc.).

**Research evaluation**

Does your department evaluate the research achievements?  
If yes, according to which criteria?

What are the consequences of these evaluations?

**Research environment**

Amount of yearly research budget: Please give details for the period ..... as well as the estimated budget for .... and .....

According to which criteria is the research budget distributed within the department?

How do you assess the present state of the infrastructure and equipment necessary for conducting research at your department?

How do you assess the financial resources for conducting research at your department?

How do you assess the personnel resources?

How do you assess other aspects of research capacities at your department in general? Which are the major obstacles? What should be changed and what should be maintained?

What are the requirements for improvement of the research environment at your department?

Please describe the research vision for the next 3 years:

What research fields do you want to develop?

What research topics do you want to address?

What methods you will have to introduce in this context and

What would be the estimated budget for achievement of these goals?



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**Development and improvement of arts:**

What is the methodological approach for the development and improvement of arts (i.e. by reflexion after artistic performance, technical perfection (development of artistic skills), application of scientific methods, pedagogical methods, search for new `ways`, assistive equipment, mental training, etc.)?

Which approach do you consider most appropriate and target-aimed?

How do you assess the potential of the department for the development of arts?

By which means does the department develop the artistic potential of the students?

How does development and improvement of arts contribute to society? Which artistic-(scientific) initiatives have been carried out by the department?