

## #medlysetpå/With the Light On

### Action Plan for a Safe Learning and Working Environment at the Oslo National Academy of the Arts

The action plan is titled #medlysetpå [“with the light on”].

We use a hash tag to recognise #metoo, #nårdansenstopper [“when the dance is over,” i.e. the Norwegian female dancers’ movement against sexual harassment] and #stilleforopptak [“quiet on the set”, i.e. the Norwegian female actors’ movement against sexual harassment].

“With the Light On” refers both to how the Academy shall be open, transparent and safe, and to our efforts to shed light on our own culture, structures and systems.

The Academy’s management bear the ultimate responsibility for the action plan.

The table below describes the plan’s four main elements (items 2–5). The table also includes the preliminary phase of processing whistle-blowing cases (item 1), in order to show the effort as a totality.

It has been a point of emphasis to include external experts in the various measures. It is nonetheless the Academy’s rector and director who for the most part are responsible. As the ultimate body in charge of the Academy’s activities, the board will be briefed about the action plan during a board meeting on 6 February 2018.

No.	Measure	Participants		In charge	Start–end
		Internal	External		
<b>1.</b>	<b>Process whistle-blowing cases forwarded to the Ministry of Education</b>				
1.1	Process the cases.	<ul style="list-style-type: none"> <li>• Rector</li> <li>• Director</li> </ul>	<ul style="list-style-type: none"> <li>• Advokat Due [law firm]</li> <li>• HR director, Oslo University College</li> </ul>	<ul style="list-style-type: none"> <li>• Rector</li> <li>• Director</li> </ul>	Jan
1.2	Examine how the Academy has handled specific instances of whistle-blowing over the past 20 years. The group is to investigate and evaluate. External participants shall make their own assessment and conclusion. The report is to be submitted to the board.	<ul style="list-style-type: none"> <li>• Rector</li> <li>• Director</li> </ul>	<ul style="list-style-type: none"> <li>• Advokat Due</li> <li>• HR director, Oslo University College</li> </ul>	<ul style="list-style-type: none"> <li>• Rector</li> <li>• Director</li> </ul>	Jan
<b>2.</b>	<b>Immediate measures</b>				
2.1	Whistle-blowing panel. Item submitted to the board in February.			<ul style="list-style-type: none"> <li>• Director</li> </ul>	Jan–Mar
2.2	Information/communication measures (plan). Internally for students and staff. Various measures/ art measures, etc.	<ul style="list-style-type: none"> <li>• Rector</li> <li>• Director</li> <li>• Head of communications</li> <li>• Dean</li> <li>• Student Council representative</li> </ul>		<ul style="list-style-type: none"> <li>• Director</li> </ul>	Jan

2.3	Channel for submitting proposals.	<ul style="list-style-type: none"> <li>Section of Communication</li> <li>Student e-mail</li> </ul>		<ul style="list-style-type: none"> <li>Director</li> </ul>	Jan
<b>3.</b>	<b>Dual relationships – power</b>				
3.1	Survey and analyse the situation.	<ul style="list-style-type: none"> <li>HR consultant</li> <li>Employee representative</li> </ul>	<ul style="list-style-type: none"> <li>External HR expert</li> </ul>	<ul style="list-style-type: none"> <li>Rector</li> <li>Director</li> </ul>	Jan–Feb
3.2	Establish a registry of side income or projects.	<ul style="list-style-type: none"> <li>HR</li> <li>IT</li> </ul>		<ul style="list-style-type: none"> <li>HR</li> </ul>	Jan–May
<b>4</b>	<b>Evaluate systems and the organisation</b>				
4.1	Review our systems.	<ul style="list-style-type: none"> <li>Student Council representative</li> <li>Internal expert group</li> </ul>	<ul style="list-style-type: none"> <li>External expert</li> </ul>	<ul style="list-style-type: none"> <li>Director</li> </ul>	Jan–Feb
4.2	Review our organisation, including internal committees, management roles and lines of authority.	<ul style="list-style-type: none"> <li>Internal expert group</li> <li>Head safety representative</li> <li>Student Council</li> </ul>	<ul style="list-style-type: none"> <li>External expert</li> </ul>	<ul style="list-style-type: none"> <li>Rector</li> <li>Director</li> </ul>	Jan–Feb
<b>5.</b>	<b>Culture and competence</b>				
5.1	Training students and staff.	<ul style="list-style-type: none"> <li>HR</li> <li>Student Council representative</li> <li>Dean</li> <li>Head of section</li> </ul>	<ul style="list-style-type: none"> <li>External expert</li> </ul>	<ul style="list-style-type: none"> <li>HR</li> </ul>	Jan–April
5.2	Integrate the measures into ordinary systems, such as colleague mentoring, introductory courses, student info, guest contracts, etc.	<ul style="list-style-type: none"> <li>Student Council</li> <li>HR</li> </ul>		<ul style="list-style-type: none"> <li>Director</li> </ul>	Ongoing
5.3	Competence development measures that ensure that teachers understand their role as teachers.	<ul style="list-style-type: none"> <li>Learning Environment Committee</li> <li>Working Environment Committee</li> <li>Internal experts</li> </ul>	<ul style="list-style-type: none"> <li>External experts</li> </ul>	<ul style="list-style-type: none"> <li>Rector</li> </ul>	Feb–Apr
5.4	#medlysetpå campaign	<ul style="list-style-type: none"> <li>Section of Communication</li> </ul>		<ul style="list-style-type: none"> <li>Section of Comm.</li> </ul>	Jan
5.5	#slikvilihadet [“this is how we want it”] conference for all students and staff	<ul style="list-style-type: none"> <li>Internal experts</li> <li>Students and staff</li> </ul>	<ul style="list-style-type: none"> <li>External experts</li> </ul>	<ul style="list-style-type: none"> <li>Student Council</li> </ul>	Feb /Mar

Kommentert [SO1]: med PO= HR

Kommentert [SO2]: med SF = SR

### Refining the action plan

The action plan consists of four main elements, each with their own measures. The plan shall be dynamic and adaptable as the further work unfolds. The following structures are involved:

- Student council, Working Environment Committee and Learning Environment Committee
- Management group (expanded)
- Student representatives ([studentrepresentanter@khio.no](mailto:studentrepresentanter@khio.no))
- Academic staff meetings, section meetings

#### **Implementing the measures**

The responsibility for implementing the measures follows the line of authority, that is to say that the various department and section heads are responsible for contributing to the measures and seeing to that the measures are carried out within their own department/section.

#### **Following up the action plan – the board**

A report shall be made to the board during all six board meetings in 2018.

The item shall be prepared by the administration. It shall be presented to the student representatives prior to being submitted to the board.

The action plan shall otherwise be followed up in the Academy's ordinary management structures and committees.