

## Minutes of Departmental Forum Meeting, 07.06.12

Participants: Allan Würtz, Niels Haldrup, Marie Herly, Stefan Hirth, Rainer Lueg, Ann-Marie Gabel, Karin Vinding, Valdemar Smith, Preben Bo Mortensen, Sanne Wøhlk, Christoffer Strandby, Morten Gadgaard Nielsen, Kirstine Emilie Gaard Sørensen, Lene Enevoldsen

Moderator: Stefan Hirth. Notetaker: Margit Sommer

### 1. Approval of minutes from last meeting

Approved

### 2. News from, and questions to, Departmental management

- Associate professorships and full professorships: committees under review
- Funds for improving the academic study environment (funds for physical study environment already been allocated to student organizations)
  - Focus on academic integration, minimizing drop-out rate and multicultural learning environment
- Budget situation after first quarter is on target
- Direct disposal of 5,000 kr. for each VIP to make it easier to pay small invoices, books, travelling costs etc.
- LSU (local cooperation committee) appointed
  - Management: Lene Enevoldsen, Allan Würtz
  - Employees: Niels Relsted, Bibiana Paluszewska, Philip Finn Rising Nielsen, Per Madsen

### 3. Election of vice chairman

Valdemar Smith was elected vice chairman

### 4. Organization of the Department

Allan W: Suggestion for the df meetings: discussion, note taking, decision made on a statement by the departmental forum

Discussion on the suggestion made by the working group on research organization.

Sanne W: why four new sections when 5 programme forums have already been formed.

Niels H: what will the role be for the head of teaching, head of talent development, head of knowledge transfer in the management in the future?

Allan: The current programme forums have program coordinators participating in more than one programme forum. Regarding current department management team might be replaced by assigning their functions to heads of sections.

Stefan: suggestion to merge sections I and III, to have all finance and accounting together, the sizes of the three sections would then be approximately 40 VIPs each

Allan: more localized management. More easy to get in contact with management.

The formal MUS conversations in the centres will be held by the section heads or they will be in charge that the conversations are held by the centre directors

Discussion on the formation of the sections

AW: A section if characterized by similar general teaching and research interests

Salary negotiations: The head of department makes the decision but consults the heads of sections on this matter

Niels H: important that the head of department meets with the VIP members of the department, and that the head of department participates in the MUS conversation in an assistant professors's last year.

Niels H: should be attractive to be head of section. What will they be offered? According to AW the new salary agreement a bonus of up to 100,000 dkk can be allocated for being head of section. Other bonuses: reduction of teaching

**5. Jobs for students relevant to their study**

Sanne: are student assistants paid by the department funding or external funding? Allan: Both. ECTS for student jobs?

Higher need for research assistants for public projects

Student jobs can be posted in the job bank at the career centre

Discussion on student jobs and students' finishing their studies within the scheduled program. Students say that all students have student jobs, and they prefer that the jobs are within the university

**6. Allocation of offices**

AW: Working on making the distribution of offices. Many challenges. Hopes to have a plan ready for the departmental meeting on Monday, June 11.

Meeting with the dean tomorrow (June 8) on allocation of offices to student organizations

Moving date unchanged (15-17 August)

All vacated offices will be painted

**7. Policy for appointment of professors**

Time frame for posting positions: On the next meeting a plan will be presented and discussed on when new positions will be opened.

Valdemar S: Is the plan a general plan? Much about plans for young researchers. What happens to middle-aged VIPs who are qualified but not able to obtain full professorships?

**8. Other**